1973


Commission for Women

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COMMISSION FOR WOMEN

ANNUAL REPORT

JANUARY 1, 1973 - SEPTEMBER 1, 1973

THE UNIVERSITY OF TENNESSEE, KNOXVILLE
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MEMORANDUM

TO: Chancellor Jack Reese

FROM: Ann Wachter, for The Commission for Women

SUBJECT: Annual Report I, Covering period: January 1

September 1, 1973

The Task Force on Women, in their report submitted November 14, 1972
recommended that the Commission for Women duties include reporting to
the University Community: "...to compile and present annual reports
to The Chancellor, the Equal Employment Opportunity Committee, and the
University community indicating the status of women on campus and prog­
Honoring this recommendation, we are pleased to attach the Commis­
ions first Annual Report.

This report consists of (I) an introductory overview of the Commission
for Women's activities for the period, January-September, 1973; (II) a
resume presentation of Women's Task Force Recommendations, subsequent
responses and actions, present commendations and recommendations;
(III) a brief summary by each Commission member of his/her areas of
interest and activity for the year; (IV) and minutes of Commission
meetings.

THE COMMISSION FOR WOMEN

Lida Barrett, Professor and Head, Department of
Mathematics
Martha Begalla, Coordinator of Women's Programs
Leatrice Burgess, Junior, Education
Michael Flanary, Sophomore, Liberal Arts
Korin Hearne, Graduate Student, Zoology
Sharon Lord, Assistant Professor, Educational Psychology
John Prados, Dean of Admissions
Kenneth Stair, Associate Dean of Engineering
THE COMMISSION FOR WOMEN (continued)

Theresa Starks, Principal Secretary, Liberal Arts
Ann Wachter, Chairperson, Commission For Women;
Associate Professor, School of Social Work
Barbara Wickersham, Editorial Assistant, Learning
Research Center

Susan Ishihara, Secretary, School of Social
Work, served as secretary to Commission
for Women

CC: Dr. Luke Ebersole, Vice Chancellor for Administration
Ms. Betsey Creekmore, Assistant Vice Chancellor for Administration
Dr. William Snyder, EEOC
SECTION I
ANNUAL REPORT
Commission for Women, September 15, 1973

Section I: Overview of the Year


The Commission proceeded these first quarters primarily through two methods. One was the assumption, by each commission member, of responsibility for specific areas of action according to the member's interest, knowledge, and potential effectiveness. The other method was that of weekly exploring, exchanging, planning and reporting sessions, January through May. Since fewer than half the commission members were to be on campus Summer quarter, regular meetings were stopped June 4, 1973, to reconvene as of administrative appointment of the 1973-74 Commission members. Those members remaining on campus continued follow-up on the status of Task Force recommendations, planning for an early-Fall 1973 Symposium on Women's Studies, and participation in the CFW's Chancellor Search Screening Committee. The chairperson was a member of the Chancellor Search Advisory Committee to the President, U.T., which committee was working throughout the summer.

Initial priority attention of the Commission focused on updating the Office of Institutional Research salary survey and on exploring interrelationships with supporting personnel office and the office of academic affairs. Key administrators met with the Commission.

Task Force recommendations were reviewed early and repeatedly, with admissions procedures and women's studies continuing to need change and development. The Commission urged implementation of Task Force Recommendation V-2 at the earliest time possible:

It is recommended that a woman be appointed to an administrative position of significant campus-wide authority through which she can be responsible for and responsive to the problems of women on this campus.

During the course of the year the CFW changed this recommendation in that it perceived either a man or a woman as filling the position, the essence being to obtain fuller administrative responsibility for and responsiveness to activities in behalf of women's interests on campus.

The Commission reviewed the draft of the new Faculty Handbook in careful detail and made recommendations to the Faculty Senate Handbook committee on: a grievance procedure for faculty use; policies and definition: relating to part-time employment; maternity leave; and use of unbiased language. (Memo-randa appended to March minutes.)

Areas of focus which came up for attention several times include U.T. support for women's athletic activities; definition of the role and function
of CFW; interrelationships between CFW and various campus and administrative
groups; developing improved communication with the campus community; and
attention to interests of supporting personnel.

Two members of the CFW spoke to the U.T. Chattanooga Task Force on Women
and to an open campus meeting at UTC (April 16, 1973 minutes). All CFW
members served as resource people at meetings at UTC: Women Involved Today,
Project Feedback, Faculty Women, Athletic Concerns, Winter Women's Collo-
Association Workshop. All members also have handled individual instances
of dissatisfaction brought to them.

Susan Ishihara, Secretary in the School of Social Work, served as
secretary to the CFW. She made many valuable contributions to the Commission.
Of particular note are her incisive minutes, kept while often needing to cut
through much detail and complexity. You are referred to these attached
minutes, with topic references in the right margin, for fuller detail of the
Commission's deliberations and activities for the year.
Section II
Section II: Resume of Women's Task Force Recommendations
and UTK Implementation

A review of Task Force Recommendations was made in January 1973 by Barbara Wickersham and Martha Begalla. Follow-up steps were then planned by the Commission as a whole.

The present resume was organized by Barbara Wickersham and reviewed by each Commission member.
COMMISSION FOR WOMEN (CFW) FOLLOW-UP ON 1972-1973 WOMEN'S TASK FORCE RECOMMENDATIONS

<table>
<thead>
<tr>
<th>RECOMMENDATIONS</th>
<th>RESPONSES AND/OR SUBSEQUENT ACTION</th>
<th>COMMENDATIONS AND RECOMMENDATIONS</th>
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<tbody>
<tr>
<td><strong>Admissions</strong></td>
<td></td>
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<tr>
<td>I-1 . . . UTK initiate vigorous efforts to recruit qualified women students at the undergraduate, graduate, and professional levels in all areas where the proportion of currently enrolled women is below fifty per cent.</td>
<td>Betsey Creekmore, administrative assistant to Executive Assistant to the President; John Prados, dean of Admissions and Records; Richard Waters, director of Financial Aids; and representatives from Memphis, Martin, etc., had conferences with high school guidance counselors across the state at which they stressed UT interest in females and minorities for all areas - the Admissions Office has been particularly active in this matter. Agriculture, Engineering, and Law Colleges have done very extensive soliciting, and their enrollments of women students have risen.</td>
<td>Commendation is due people listed in action column, especially the Law Women's Caucus for their efforts to recruit women for the College of Law. Subsequent conference should include information concerning scholarships, stipends, etc.</td>
</tr>
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| Graduate Office |                                    |                                   |
|-----------------|                                    |                                   |
| I-2 . . . each academic unit controlling a graduate program (department, school, or committee), the law college, and selection committees for medical and veterinary schools, initiate at once a system of records which will contain as a minimum, data on the number and sex of applicants, the number of each sex accepted and rejected, and the academic qualifications (used in making admission decisions) of those accepted and rejected. These data should be reported at least annually to the Commission for Women. | See John Prados report on Graduate School Admissions (attached). | Admissions should create a form for departments to use in recording graduate applicants, qualifications, and reason for acceptance or rejection. Dr. Ebersole suggested that CF also approach Dr. Hilton Smith to discuss discrimination in graduate admissions as well as in financial aids. |
## RECOMMENDATIONS

### Graduate Office (cont'd.)

**I-3** the Graduate School application be revised so that identical information is requested from male and female applicants, except that it is appropriate to request prior name(s) of a married woman that appear on transcripts from institutions previously attended.

<table>
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<tr>
<th>RESPONSES AND/OR SUBSEQUENT ACTION</th>
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<tr>
<td>No action reported to date.</td>
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**I-4** an early action priority for the Commission for Women should be to obtain a breakdown by department and program (graduate level) which would indicate numbers of financial aid applicants of each sex, numbers awarded and refused aid by sex, and the academic qualification of successful and unsuccessful aid applicants.

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<tr>
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<tbody>
<tr>
<td>Richard Waters, director of Financial Aids, responded 10-31-72 saying that I-4 seemed to mean an additional breakdown of aid at the graduate level. No further action has been taken to date.</td>
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### Liberal Arts Advising Center

**I-5** the percentage of female to male advisers on the staff of the Liberal Arts Advising Center reflect the number of women faculty on the Liberal Arts staff and indicates a need for an increase in the number of professional females in that College. As this number rises, additional female advisers should be added to the staff of the Center.

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<tr>
<th>RESPONSES AND/OR SUBSEQUENT ACTION</th>
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<tbody>
<tr>
<td>During 1971-72 the L.A. Advising Center had 20 advisers, three of whom were female. At the beginning of the Spring Quarter, 1973, the Center had 18 advisers, three of whom were female with two open positions - Dean Boyd Daniels' Office advised they are seeking a female and a minority to fill these two vacancies.</td>
</tr>
</tbody>
</table>

### Advising Centers

**I-6** the Advising Centers be made aware of the changing role of women both in their job expectations and in the availability of jobs for women. Every effort should be made to channel them into all fields and not just those majors which have formerly been considered female.

<table>
<thead>
<tr>
<th>RESPONSES AND/OR SUBSEQUENT ACTION</th>
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<tr>
<td>Letter was sent to Ebersole from the Commission June 5, 1973, calling his attention to this recommendation re changes being made in the BA Advising Center. Dean Ross responded to this note with a very positive attitude toward awareness sessions, such as luncheons for advisers</td>
</tr>
</tbody>
</table>
RECOMMENDATIONS

(It is recommended that:)

Aquatic Center

I-7 . . . the Aquatic Center be commended on recent changes such as the opening of the Lifeguard School to women and a desire to offer the programs equally to both men and women.

I-8 . . . the women students who pass the Lifeguard School be considered on individual merits and ability to meet the lifeguard job description. With the addition of female lifeguards to the staff, consideration should be given to transferring the equipment most frequently used by females to the Female Locker Room for dissemination by the lifeguard similar to the present arrangement in the Men's Locker Room.

I-9 . . . all written materials of SAC, such as job descriptions of lifeguards, memos, etc., be reworded where masculine pronouns are used in a position referring to both males and females.

RESPONSES AND/OR SUBSEQUENT ACTION

A female lifeguard has been employed, and equipment most frequently used by females has been moved to the Female Locker Room for dissemination.

A Commission letter to Ebersole, April 17, 1973, called attention to the need for an assistant to the Director of Intramurals within the operation of the Student Aquatic Center.

Aquatic Center advised that all written materials are being so revised as they come due for reprinting.

COMMENDATIONS AND RECOMMENDATIONS


Commendation is due the Aquatic Center.

RECOMMENDATIONS
(It is recommended that:)

Day Care Facilities

I-10 . . . a committee be appointed to study the feasibility of establishing: (1) child care center(s) for children of any employee or student, and (2) a clearinghouse on child care to coordinate information about formal and informal child care arrangements—lists of men and women who are available as babysitters, cooperative or exchange babysitting services, child day care homes, private and public child care centers.

Membership in the committee shall include representatives from the following units of the University: Personnel Services, Department of Child Development and Family Relationships, Student Government Association, the Office of the Vice Chancellor for Academic Affairs and the Office of Women's Programs.

Evening School

I-11 . . . the participation of the UTK Evening School in a research proposal funded by the Tennessee Valley Authority and conducted by the Department of Continuing and Higher Education be supported by the University as a valid and important means of understanding the adult community, and specifically in answering questions with regard to continuing education for women. Results of this survey should be widely disseminated to the UTK faculty so they may be made aware of the needs of this group involving matters of curricular planning and implementation.

RESPONSES AND/OR SUBSEQUENT ACTION

The Commission sent a letter to Ebersole in June, 1973, urging early action. CFW committee began attention to this matter

The Evening School made a survey of community needs of women, and subsequently "Re-entrance Seminars" were offered, preference tests given, counseling for classes made available, etc. Results of the survey were used primarily within the Evening School. TVA grant made possible the "New Directions for Women" Fair (held at West Town, November 9, 1972), and similar programs are being sponsored with this grant across the state.

Another study is now being coordinated with TVA jointly with John Peter's Office (Continuing and Higher Education) and the Evening School.

COMMENDATIONS AND RECOMMENDATIONS

The Evening School is to be commended for their activities relative to the re-entry of women students in higher education.
I-11 (cont'd.)

I-12 . . . the organization of an Advisory Council and the appointment of an assistant director of the Evening School by the Evening School be commended as a positive effort to plan programs which are relevant to the needs and interests of Knoxville community women.

Food Services

I-13 . . . the Food Service administrators be commended for their flexibility in "uniform requirements" for male and female employees.

I-14 . . . efforts be made by Food Services to equalize the number of males and female employees in the "supervisor" and "manager" categories.

I-11

It is recommended that:

The Evening School is now in the process of developing "mini-teams" of two or three, including community women, University personnel, and members of the Evening School's Council for the Continuing Education of Women, which would be available to speak to women's clubs, P.T.A.'s, workshops, and other organizations for women.

Responses from Food Services indicated that the proportion of female supervisors has increased for the 1972-73 year. In addition, efforts have been made to promote female students from sophomore and junior classes in order to assure a broader base of qualified supervisors eligible for promotion to student manager positions during Spring Quarter, 1973. As of June 8, 1972, 58.4 percent of the were female, 42.3 percent of the supervisors, and 44.4 percent of the managers.

Programs relevant to the needs of Knoxville women have continued to be carried out by UTK Evening School.

Commended in the WTF Report.
RECOMMENDATION
(It is recommended that:)

Food Services (cont'd.)

1-15... language in the Student Employee Handbook be made consistent with the statement on "Language."

Graduate Student Housing*

1-16... all requests for roommates by graduate women in residence halls be honored.

1-17... a portion of the proposed Rental Properties facility scheduled for completion in the fall of 1974 be set aside for graduate students (men and women).

1-18... rationale for providing separate housing facilities for married and single students be examined to determine the feasibility of allowing every student to apply for housing in any unit regardless of marital status.

RESPONSES AND/OR SUBSEQUENT ACTION

John Birchfield agreed to do this. The Handbook has not yet been revised but memos from Birchfield have indicated to people working on the revision that the language should be in keeping with the WTF statement.

Office of Residence Halls responded: Almost 100 per cent of returning residence hall students re-applying for housing for upcoming academic year receive requested roommate choices if eligible to live in designated unit. All graduate women initiating residency for first time are encouraged to request specific roommates and requests are granted when possible.

Office of Residence Halls responded: Married couples could not live in single student housing in areas of common bathing facilities (most traditional residence halls and suite units) or the Apartment Building (without high rental). Married students desiring to live with spouses must seek married student housing and married students willing to live away from spouse and abide by University regulations such as visitation policies may live in single student housing.

Recommendation should be redirected to Earl Underwood, manager, Rental Properties. This office addresses problem of single graduates living in married student apartments rather than married students in single student housing.

Recommendation should be redirected as I-16.

Recommendation should be redirected as I-16.

COMMENDATIONS AND RECOMMENDATIONS

*Responses to recommendations for graduate student housing (I-16/17/18) were inadequate, expressed what exists, and did not address policy changes. Dr. Ebersole suggested (April 30, 1973) that CFW approach Dr. Aldman in this regard.
**RECOMMENDATION**

(It is recommended that:)

I-19 . . . the Health Service supply the University community with a clear statement of the Health Service policy that services are available for illness and injury but for problems requiring lengthy treatment of specialized service, the student is referred to a private physician.

I-20 . . . the Health Service implement a plan for sex education and birth control services with the Knox County Health Department similar to that presently operating at Memphis State University in connection with the Shelby County Health Department.

I-21 . . . the Health Service supply the University community with additional gynecological care from additional specialist time and/or from physicians on the staff.

**RESPONSES AND/OR SUBSEQUENT ACTION**

Dr. Aldmon responded that the Health Service Policy is outlined in the Student Health Service Brochure which was published Fall Quarter, 1972, and made available through the Student Affairs Division. Revisions are being made in future editions of UTK General Catalog and Hill Topics. Conversation with person in Student Health Service Office indicated that they had been requested to furnish statement for forthcoming Hill Topics.

Beginning Winter Quarter, 1973, the Student Health Service, in cooperation with the Knox County Health Department, initiated a family-planning clinic for the purpose of providing contraceptive services and information to students. Approximately 600 students have received services from this once-per-week clinic during Winter and Spring Quarters, 1973.

The Student Health Service is presently providing increased gynecological services with existing staff (Family Planning Clinic, which meets once per week, has decreased the need for additional help in the Gynecology Clinic, thus allowing increasing availability of this specialty clinic so that it can function in its intended capacity as a referral clinic).

**COMMENDATIONS AND RECOMMENDATIONS**

A note of reminder to Dr. Aldmon is probably advisable. Description of new service should be added to subsequent editions of Hill Topics and UTK catalogue.

Student Health Service should be commended for initiative and excellent progress in delivery of health service.

Overall commendation due Student Health Service.

Honorary Fraternities

I-22 . . . the Commission for Women support those honorary fraternities wishing to admit men or women by sending a letter of endorsement to their national offices. Each of the honorary fraternities presently consisting of 100 per cent male or consisting of 100 per cent female membership should be notified that this endorsement is available.

No action on part of Commission.

CFW should send these recommended letters to local fraternities.
### RECOMMENDATION (It is recommended that:)

#### Inter-collegiate Sports

I-23. . . the University supply the Women's Physical Education Department with sufficient funds to enable them to match the Aquatic Center monies allocated to the female Sports Clubs.

I-24. . . the statement in the Aquatic Center handbook regarding financing be expanded to include the basis for fund distribution in order to eliminate concern about discrimination in allocations.

I-25. . . each coach for a female inter-collegiate sport be given released time from his/her teaching load.

Note: This total issue of women within the physical education system is confusing and is being faced not only by UTK but by many colleges and universities over the U.S. Valuable discussion was begun at UTK the meeting with Carol Oglesby of AIAW in January, 1973. Two student members of the Commission, Mike Flanary and Korin Hearne, have continued attempts to focus attention on the need for creation of the position of Director Women's Intramurals as well as on the overall picture of women within the physical education system.

#### International Students

I-26. . . the Office of International Student Affairs be commended on its sensitivity to the needs and problems of international women students and wives of international students.
RECOMMENDATION
(It is recommended that:)

International Students (cont'd.)

I-17 . . . a cooperative effort between the Office of International Student Affairs and the Office of Women's Programs be undertaken in an attempt to involve women international students in the programming of International House activities. The concept of a workshop on the role of women in developing countries appears particularly appropriate and should be explored at an early time.

Law School Placement

I-28 . . . the Law School formulate and enforce a formal policy concerning employers that discriminate in hiring.

RESPONSES AND/OR SUBSEQUENT ACTION

International wives group meets at International House with American women under direction of Elizabeth Thacker, Assistant Director, International Students, and plan their own programs, but are not involved in overall programming. The Office of Special Services, Women's Programs, and International Student Affairs Office have not planned any joint ventures but the Office of Special Services, Women's Programs, and International Student Affairs Office have advised that the role of women in developing countries was a part of their workshop conference, "Focus on Change: Women at the Crossroads," held this past year. Also, there was a WIT meeting held with a program being done by the Anthropology Department on "Women in Other Cultures."

March 8, 1973, memo to the Commission of the Law College, from William H. Brown, Assistant Dean, contained a copy of their "Policy for Handling Discrimination by Potential Employers," (included in minutes).

COMMENDATIONS AND RECOMMENDATIONS

Follow-up is needed to coordinate efforts between the office of International Students Affairs and Women's Programs.
RECOMMENDATION

(It is recommended that:)

Married Student Housing

I-29 . . . the Rental Properties staff be commended for making housing available to families in which either the wife or husband is enrolled as a full-time student. In addition, the eligibility of divorced or widowed individuals with dependent children should be considered.

I-30 . . . the application form be changed to give the option of either husband or wife completing the form if both the husband and wife are enrolled.

Orientation Program

I-31 . . . the Orientation personnel be commended for their attitude and special programs on women.

I-32 . . . consideration be given to having an appropriate person discuss with the SOA's in their training program the special problems of women students, possible ways of recognizing subtle discrimination, and "academic channeling" of women. Information from this program may prove useful in discussion with females in the group sessions during the Orientation Program.

RESPONSES AND/OR SUBSEQUENT ACTION

Divorced or widowed individuals with dependent children are now eligible for housing.

No action has been taken -- if husband and wife are both students, husband is still expected to fill out and sign form.

Charles Burchett advised that this is being done.

COMMENDATIONS AND RECOMMENDATIONS

Commended in WTF Report.

Needs follow-up.

Commended in the WTF Report.
**RECOMMENDATION**

(If it is recommended that:)

**Physical Education Building**

I-33... physical education be commended and pointed out to the University community as a model effort at attempting to make equal opportunities available to male and female students in course offerings.

I-34... locker room facilities in the P.E. building be made available to female non-major students. A possible solution would be to divide the Men's General locker room in half with one of the resulting parts used for Women's General.

I-35... locker room facilities for all types of women (staff, faculty, etc.) be increased to accommodate larger numbers.

**Psychological Clinic**

I-36... more emphasis be given to making certain that a variety of female counselors are available to female (or male) clients at the clinic.

I-37... more females be involved in the total clinical psychology effort at every level; i.e., doctoral students, supervisory staff, and faculty.

**RESPONSES AND/OR SUBSEQUENT ACTION**

Men's locker room has not been divided but a small locker room down by swimming pool is now being used for Women's General. Some faculty women are using P.E. majors area because the faculty women's area is so crowded.

Dr. Watson advised that this was under consideration but because of limited budgets, progress is cramped.

Dr. Kenneth Newton, director, UTK Psychological Clinic, reports no action has been taken.

Dr. Kenneth Newton reports no action has been taken.

**COMMENDATIONS AND RECOMMENDATIONS**

Commended in the WTF Report.

There is a definite need for additional faculty women locke: space. CFW follow-up is needed with additional recommendation. An overall review of all facilities on campus should be made since many buildings were designed in terms of needs which since have changed. Commission plans a memo to C.T. Nunley, director of the Physical Plan concerning suitability of an overall review of lounge and restroom facilities throughout the campus.

Needs follow-up by CFW.
**RECOMMENDATION**

(It is recommended that:)

**Psychological Clinic (cont'd.)**

I-38 . . . every effort be made to expose clinical psychology students to the new literature in the field focusing on changes in sex role definition and alternative life styles.

**Residence Halls**

I-39 . . . staff training include information on the needs of women and changing sex roles. Because of their extensive counseling and programming responsibilities, the staff should be trained to advise students of career and life style alternatives. Such training should include information on the areas noted under the section on "Concerns and Needs of Female Residents."

I-40 . . . the "male only" requirement be deleted from the job qualification for night clerks unless it can be established that the females cannot perform the same job as well as males. Otherwise, the qualifications should be redefined in terms of physical strength or personality characteristics.

I-41 . . . all residence hall publications be made consistent with the recommendations on "Language."

**RESPONSES AND/OR SUBSEQUENT ACTION**

Dr. Kenneth Neston says yes, staff is interested, courses are being offered, and students are being encouraged to take related courses outside department.

Office of Special Services offered two workshops for fall staff: "Male - Female Awareness: Sex Role Stereotypes" and "Women in Higher Education." Little follow-up was made by Residence Halls personnel. Another workshop on "Life Style Alternatives" was held during Fall quarter with head and assistant head residents in which a session was devoted to the topic of sex information center and abortion counseling programs.

Response indicated that two women held night clerk positions during 1972-73, and women would be interviewed in future upon applying for this position.

Response from Residence Halls: Efforts are being made to make all departmental publications as clear as possible, using non-offensive reference terms.

**COMMENDATIONS AND RECOMMENDATIONS**

Needs follow-up by CFW.
RECOMMENDATION

(It is recommended that:)

Residence Halls (cont'd.)

1-42 . . . the data on "Safety and Security" be consistent with the information available on the socialization of women. Residents should be surveyed periodically to ascertain any changes in their needs in this area and operational adjustments made accordingly.

Women's Programs

I-43 . . . the Women's Program staff identify additional sources of funding in order to expand their programs and services to a larger number of students.

Student Activities Office

I-44 . . . the Student Activities staff be encouraged to continue the model of coordination used for the 1970 Winter "Issues" program. They are to be commended in their efforts to involve all facets of the University in the planning and execution of major campus programs.

RESPONSES AND/OR SUBSEQUENT ACTION

Response indicated no requests had come from women wanting less security. Precautions, such as closing outside doors, do restrict students but overriding factor is security of property and personal safety.

Response from Richard Nash, director, Student Counseling Center: Women's Programs are funded through the operating budget of the Office of Special Services. Funds are usually requested jointly for major campus programs by the staff and the sponsoring organization. Cooperation with the University Center has been strengthened and expanded since the WTF recommendation. Response from Women's Programs Office: Student Activity money for three major programs re Women's Problems has been allocated for the coming year (one each Quarter, Fall, Winter, and Spring).

Commended in the WTF Report.

COMMENDATIONS AND RECOMMENDATIONS

Since climate for change is most apparent in this area, a new survey by CFW would be in order for 1973-1974.
## RECOMMENDATION

(***It is recommended that:***)

### Student Activities Office (cont'd.)

**I-45** . . . the "Issues" and "Man and His Environment" Committees and the main groups who invite speakers to campus events funded by the Activities Fee be made aware through their advisors of the availability of qualified women to speak on the selected topics, and of the necessity for providing viable female role models for the student body. The Cultural Affairs Board should include an evaluation of the efforts made to obtain female speakers as a part of their review and approval process.

**I-46** . . . the Student Activities and Women's Program staffs survey the need and interest for a campus-wide program on women to be funded by the Activities Fee under the Cultural Affairs Board.

**I-47** . . . because of the lack of women seeking campus leadership positions, any leadership development program presented by the Student Activities staff be designed to encourage the participation of women.

**I-48** . . . support from the Student Activities staff for educational programs on women in individual sororities and Panhellenic be continued.

**I-49** . . . the name of the "Man and His Environment" program be changed to be consistent with the statement on "Language."

## RESPONSES AND/OR SUBSEQUENT ACTION

The Director of Student Activities responded that he had informed his staff and he felt they were very aware.

During the Winter Quarter, 1973, a Conference on Humanism -- Focus on Change: Men and Women at the Crossroads -- was held. (See also Response from Women's Programs Office, I-43).

The Director of Student Activities responded that Mike Blachly, assistant director of programs, University Center, and Maggie Carini, advisor to Panhellenic students, taught a Leadership Class through Educational Psychology Department this past year and that a leadership conference is in the plans for the coming year. He also added that approximately 4/5 of the paid student staff for all student publications will be female as of September, 1973.

## COMMENDATIONS AND RECOMMENDATIONS

This is being done.

This was changed to "Humankind."
RECOMMENDATION
(It is recommended that:)

Student Counseling Center

I-30 . . . the requested funding for the female counselor position in the Student Counseling Center be provided immediately.

I-31 . . . instruments such as the Strong and Kuder be used in the Student Counseling Center only if accompanied by a score sheet that does not differentiate male/female occupations and majors. An effort should be made to acquire or develop a non-sexist vocational inventory.

Bookstore

I-52 . . . a section specifically designated for women's literature be established in the main bookstore.

University Center

I-53 . . . the University Center staff be commended for its attitude concerning student programming.

RESPONSES AND/OR SUBSEQUENT ACTION

Dr. Karen Swander was placed on staff 9-1-72. The hiring of Dr. Swander is only a beginning in meeting campus counseling needs for women and this point has been presented to Dr. Aldmon by CFW.

Student Counseling Office advised that a person taking the Strong and Kuder test is requested not to indicate sex, allowing print-out on all vocational fields. A non-sexist vocational inventory is not now available but is being developed nationally; Dr. Swander is also working on such an inventory.

The Manager of the bookstore indicated that no permanent section had been created but that displays had been arranged several times during the year. Plans are in the working for a permanent section for Fall, 1973. Pursuant to telephone calls and visits from CFW members, a window display with focus on Women for one period during the Spring Quarter.

COMMENDATIONS AND RECOMMENDATIONS

When funds are available, additional female staff should be acquired.

CFW members should give lists of appropriate books to bookstore manager, urging him to make them available in his permanent section.

Commended in the WTF Report.
RECOMMENDATION

(It is recommended that:)

University Center (cont'd.)

I-54 . . . women be given consideration relating to night positions.

Library

I-55 . . . the Task Force, as soon as possible, provide the Library with a bibliography on women.

Placement Office

I-56 . . . the Placement Office be commended for adopting a strong positive stand against sex bias among prospective employers and for adding a staff member specifically to counsel and assist women seeking employment.

RESPONSES AND/OR SUBSEQUENT ACTION

A female assistant to the night manager was hired for Fall and Winter Quarters, 1972-1973. She asked to be and was transferred to day shift for Spring Quarter. Position was offered to all employees and applications are being accepted and consideration given to all applying.

Richard Boss, director, Libraries, responded with a rather extensive bibliography. The library staff has prepared a selected bibliography for distribution at reference desks, several hundred copies have been supplied to other campus agencies on request, and a copy was distributed to Commission.

COMMENDATIONS AND RECOMMENDATIONS

CFW members felt the bibliography was very thorough, and commendation is due Mr. Boss and his library staff.

Commended in the WTF Report.
RECOMMENDATION
(It is recommended that:)

Placement Office (cont'd.)

I-57 . . . the Placement Office be encouraged to to publicize aggressively its anti-discrimination position, both through highly visible posters and through written statements to all prospective employers advising them that the placement services of the University are wholly unavailable to those who discriminate in personnel or employment practices on any basis, including sex.

RESPONSES AND/OR SUBSEQUENT ACTION

Placement office prepared a letter so advising which went out in brochures at the first of the season (July, 1973) to all recruiters, approximately 1,000. Also, a large poster is in plain view in the Lobby asking students to report any discrimination against them on the part of the recruiters. Since no discrimination has been reported this year, they are not sending additional letters this fall but Mr. Lumsden advised he would be glad to do so at any time the CFW felt there was a need. He stated he thought the large companies were acutely aware of the laws regarding discrimination; however, smaller companies, in some instances, might not be.

ACADEMIC PROFESSIONAL WITH FACULTY RANK

II-1 . . . an annually revised list of academic-professional females be made available (from the Office of the Vice Chancellor for Academic Affairs) in order that these females can become known and included fully in the activities of the professional community.

Office of the Vice Chancellor for Academic Affairs reports no action.

COMMENDATIONS AND RECOMMENDATIONS

Needs implementation by the Office of the Vice Chancellor for Academic Affairs. Development of a computerized faculty staff data base would make such information available.
II-2 . . . that salaries be examined annually by the Office of Institutional Research for the Commission on Women so that a constant surveillance of the current status of women can be maintained.

Institutional Research made the annual inventory of salaries and this document was circulated to the Commission June, 1973. After Step 2 budget material was distributed, every dean was contacted by telephone and requested to make recommendations for women separate from the regular Step 2 process; a second contact was made if recommendations were not received. Dr. Ebersole stated that the deans did an excellent job in following through. See John Prodas report on Institution Research.

II-3 . . . active recruitment of women for professional positions begin in earnest with each department being required to show evidence that women were interviewed and given serious consideration for position.

In November, 1972, the Office of the Vice Chancellor for Academic Affairs sent to all deans and department heads a comprehensive list of referral services or resource centers -- a more complete list was issued later. All departments are required to submit to the Office of the Vice Chancellor of Academic Affairs documented evidence of efforts to hire women and minorities for all appointments made -- record keeping of advertising job openings is not required. The Vice Chancellor for Academic Affairs feels that the campus has made special efforts to employ women within the past year.

Monitoring of hiring falls under the auspices of EEOC; however, Dr. Snyder, chairperson, EEOC, stated that initiative is at the departmental level and that he did not visualize EEOC as functioning at the level of monitoring department heads while recruiting is on-going. Semi-annual EEO reports are now required.


The request for annual inventory should go into Institutional Research at the earliest possible date after creation of the new Commission in order to have this information available as input for next year's budget hearings.

In-service training for departments may be in order, such as Mr. Robustelli's meetings to discuss the Affirmative Action Plan. In CFW meeting May 31, 1973, it was recommended that they should: 1) obtain statements from the vice chancellors, especially Drs. Aldmon, Herndon, and Smith, on procedures used in hiring personnel; and 2) look at the EEO reports through Robustelli's office, use them to evaluate any weaknesses, and make recommendations. Also, departments should be requested to provide specific data as to their hiring efforts since knowing that certain information will be required for reports is the first step toward awareness of unconscious biases.
RECOMMENDATION
(It is recommended that:)

RESPONSES AND/OR SUBSEQUENT ACTION

COMMENDATIONS AND RECOMMENDATIONS

Academic Professional with Faculty Rank (cont'd.)

II-4 . . . the formulation of a job register of qualifies women interested in and available for administrative-professional jobs be an early priority for the Commission for Women.

This has not been done except that one is now being accumulated through the process of requesting rosters for the chancellorship search.

The Assistant Vice Chancellor for Administration to be hired in the fall should follow through on this recommendation. Rosters for the chancellorship showing available women should be duplicated and made available to Dr. Ebersole in his search for the above personnel.

II-5 . . . participation of women in college and departmental governance be assessed at an early date by the Commission for Women. Nevertheless, with only 106 women (approximately ten per cent) employed full-time on the faculty at the professorial levels (of these only 47 hold a doctoral degree, a sometimes subtle factor in appointment), it would be difficult if not impossible to have women as widely represented in governance as might be desirable and essential in order to achieve a suitable perspective on the changing roles of women employees and the needs of women students. It would seem particularly pertinent to bring into focus at this point the fact that approximately 40 per cent of the student population is female, a prime raison d'être for having greater female participation at professorial and administrative levels.

CFW has taken no action.

Needs to be reviewed to learn extent of implementation.
RECOMMENDATION
(It is recommended that:)

RESPONSES AND/OR SUBSEQUENT ACTION

COMMENDATIONS AND
RECOMMENDATIONS

ACADEMIC PROFESSIONAL WITHOUT FACULTY RANK

II-6 . . . an early study for the Commission for Women be the determining and correction of such problem areas as salary, rank, promotion, etc. within the field of academic-professional females without faculty rank.

II-7 . . . qualified staff in the secretarial category should be reclassified and placed in the administrative category with a concurrent equivalent upgrading of salary.

Student Health Service

II-8 . . . at the earliest possible date, a full-time female physician be added to the Student Health Service staff.

EEOC

II-9 . . . the UTK Equal Employment Opportunity Committee (EEOC) (to be appointed as provided in the Affirmative Action Plan) consider as a first matter of business the provision of Social Security benefits for part-time employees holding permanent jobs.

Academic professionals without faculty rank were included in the same study as reported in II-2 (note particularly last sentence). Job audits were done on these positions as part of the Personnel Office's overall audit.

Auditing of every non-faculty position (up to vice chancellor) is presently being completed. No new wage and program has yet been approved. In several instances, recommendations for reclassification from the secretarial to the administrative non-professional level will be made (according to Dr. Ebersole).

No woman physician has been hired but situation has improved with their connection with Dr. Duffy and a shift in attitude in willingness to deal with concerns of women.

CFW should invite Dr. Duffy to share her ideas on health services at an early Commission meeting in the fall.

Lida Barrett was CFW representative on the EEOC Committee which met twice during the 1972-73 year but did not discuss Social Security benefits (sub-committee met to handle particular grievances).

It is the understanding of the CFW that UTK made a special agreement with the Social Security Office to exclude part-time faculty from benefits and that this agreement could be renegotiated at any time. Accor-

CFW would like the appropriate University channel(s) and the Personnel Office to work on this problem -- Dr. Snyder has agreed that this matter falls within EEOC's charge and that they will pick up on this recommendation. A CFW liaison person with EEOC should be appointed annually.

The EEOC should be constituted for 1973-74 with additional persons of faculty status and have
RECOMMENDATION
(Its is recommended that:)

EEOC (cont'd.)

Part-Time Personnel
II-10...the Commission for Women
the EEOC, and the Administration, in
cooperation with the Handbook Committee
and the Retirement Committee of the
Senate, develop immediately a policy
on fringe benefits for regularly employed
part-time personnel (tenure should be in­
cluded in this policy). The nepotism
rule as proposed by the Handbook Committee
should be adopted immediately and widely
disseminated.

ding to the Treasurer's Office, bene­
fits for part-time faculty could be
extended without a great deal of
additional cost to the University.
(Part-time supporting personnel with
permanent status are eligible for all
benefits on a pro-rated basis.) CFW
called the matter to the attention of
the Faculty Handbook Committee, and it
is being considered by the Senate Faculty
Affairs Committee. (See also II-10.)

CFW responded to the Senate Committee
on Faculty Handbook request for"Sub­
stantive Changes for Possible Consi­
deration by Other Senate Committees for
Future Action" with the following list:
"1) A grievance procedure for faculty use.
2) Policies relating to part-time employ­
ment. This would include categories of
appointment, with varying combinations of
terms of employment, fringe benefits,
social security, etc., made explicit."
In June, Commission sent an additional
note to the Senate President calling his
attention to recommendations II-9/10/11
for early attention of the Faculty Affairs
Committee.
The nepotism policy is addressed in the
Faculty Handbook.

RESPONSES AND/OR SUBSEQUENT ACTION

COMMENDATIONS AND
RECOMMENDATIONS

regular meetings, at least
twice a quarter, in order to
become an effective group to
handle the duties envisioned
for it in the Affirmative Action
Plan and by the Task Force of
the CFW.

It is possible that there will
be greater emphasis on part­
time faculty in the near future.
Tenure positions are projected to
be available and departments may
need to rely on part-time people
during peak enrollments. Also,
there are those who desire only
part-time employment on a regu­
lar basis. It is urgent that
the issue of fringe benefits
for part-time faculty be given
immediate attention. A good
beginning would be a clearer
usage of "permanent," "part­
time," and "temporary," as
these words apply to faculty.
**RECOMMENDATION**

(It is recommended that:)

**TIAA-CREF**

II-11 . . . the EEOC and the Commission for Women be responsible for keeping informed about national efforts on the part of several women's groups to achieve higher TIAA-CREF benefits for female retired professor.

II-12 . . . within the non-academic ranks, a total re-evaluation of the methods for determining ratings, promotions, transfers, raises, etc., should be made as well as job analyses and reclassification of all employees with a concurrent correction of salary inequities.

II-13 . . . job openings be made known to existing non-academic staff before positions are made available to off-campus candidates. A listing should go to every department with a mandatory immediate posting where all employees may become aware of the opportunities involved.

**RESPONSES AND/OR SUBSEQUENT ACTION**

The purpose of this recommendation was to increase people's awareness of the problem. Basically, benefits are less for females than for males and the legitimacy of the male-female split in determining benefits is questionable -- a number of variables could be utilized for professors, however, the only differentiation is that of sex. (See also II-10.)

**NON-ACADEMIC PERSONNEL**

A job audit for all non-academic personnel (up to the vice-chancellors) has been completed and a consultant has been hired to follow through on job descriptions and evaluations. Special skills will be compensated if approved. An area wage survey will be made. Salaries will be raised at the beginning of the fiscal year based on the usual wage and salary scale but some funds will be held back for implementation of the wage and salary study. January 1, 1974 is the expected date for implementation.

Job listings are available every two weeks and are distributed to all supervisors and Employee Relations Committee members.

**COMMENDATIONS AND RECOMMENDATIONS**

Chairperson, EEOC Committee, agreed to contact Helen LeCoultre, retirement officer, since she would know what is happening nationally.

CFW should evaluate whether or not these are being brought to the attention of employees in different departments.
RECOMMENDATION
(It is recommended that:)

Non-Academic Personnel (cont'd.)

II-14 . . . Mr. Ed Bennett, director of Non-Academic Personnel Office, be requested to formulate and set in motion some sort of grievance procedure for non-academic personnel. A possible model is the one now being used by the Physical Plant.

II-15 . . . a non-academic employee handbook be developed immediately which would include such information as a sort of guidebook to the campus offices with names of officials, services of the office, telephone numbers, etc.; explanations of procedures for classification, promotion, transfer, salary, and obtaining insurance, information concerning in-service training opportunities, waiver of fee opportunities, CPS information, etc. Preferably one would be available for each non-academic employee but if not, the handbook should be widely available, readily accessible, and employees should be encouraged to familiarize themselves with its contents.

II-16 . . . the Commission for Women formulate and recommend to the administration a new policy relative to waiver of fees for classes taken by non-academic personnel which would include permission to take non-job-related (as well as job-related) courses for credit toward a degree (or audit) with waiver of fees.

RESPONSES AND/OR SUBSEQUENT ACTION

A grievance procedure for non-academics has been activated. Staff was divided into groups which met, were instructed as to how the grievance procedure works, and elected representatives to the Employee Relations Board. The interim handbook contains specifics about the procedure and has been given to new employees at their orientation sessions. (see II-15)

A temporary Handbook is available and has been used with new employees at orientation sessions. A final draft will not be completed until the new chancellor is appointed. A copy of the interim handbook is being distributed to department heads with a request that it be routed to appropriate persons.

May 16 letter from Office of the Vice Chancellor for Administration to Deans, Directors, and Department Heads set out the new policy re waiver of fees for full-time employees of UTK. This policy is included in the "Handbook for Supporting Personnel," page 11.

COMMENDATIONS AND RECOMMENDATIONS

Joseph Robustelli, employment manager, Personnel Office, expressed concern to the Commission that too few use the grievance procedure, preferring to leave rather than go through the process. The Personnel Office would like to see people stay with the system and work to resolve differences.

CFW sent note to director, Personnel Office, Mr. Ed Bennett that this be included in newsletter in order to assure dissemination to all employees.
RECOMMENDATION
(It is recommended that:

II-17 . . . the University make public immediately the new Certified Professional Secretary (CPS) Law, indicating the fact that the automatic increment would be forthcoming for all employed secretaries who pass the examinations giving them the right to this rating.

II-18 . . . the Commission for Women formulate and recommend a plan for non-academic professionals which would allow and encourage active participation in job-related professional organizations and conferences.

II-19 . . . the Affirmative Action Plan for UTK, as prepared by the Director of Personnel and adopted by the University Administration, be widely disseminated and implemented without delay.

RESPONSES AND/OR SUBSEQUENT ACTION

A memo dated October 6, 1972, from Ed Bennett to all non-academic personnel classified as secretaries contained information concerning the CPS Law along with a letter from President Boling endorsing the regulations involved. Verification of the one-step increase in pay is found on page 43 of the booklet: Benefits & Services, 1973, which is being distributed from President Boling’s office.

No action taken.

COMMENDATIONS AND RECOMMENDATIONS

AFIRMATIVE ACTION PLAN

The Affirmative Action Plan was accepted and distributed and is being implemented. All grievances go through a central person, Joseph Robustelli, who carries the title of Administrator for EEOC and relates directly to the Office of the Vice Chancellor for Administration. There is a University-wide EEO officer, Charles Smith, if the grievance are channelled if they involve Systems Questions. A faculty grievance would be routed from Robustelli to the Vice Chancellor For Administration and then to appropriate channels, through the Offices of the Vice Chancellors for Academic Affairs and/or Graduate Studies. Robustelli has met with different departments to explain the Affirmative Action Plan, share thoughts, and answer questions.

The CFW position is that there is a definite need for exchange of information among departments. Also, it is essential that EEOC keep itself informed of the progress being made through the semi-annual EEO reports and report same to appropriate administrative officials.
III-1 . . . a Women's Studies Program be established to carry, initially, a minor at the undergraduate level. The decision to establish a major should be made if and when coherent focus, philosophy, and objectives are identified.

III-2 . . . an Advisory Committee for Women's Studies be established to develop the Women's Studies Program. It should be multidisciplinary, composed of personnel from supporting colleges, and coordinated by an administrator who would devote one-half to this appointment.
IV-1 ... every effort be made to utilize language terms and statements which obviously include both sexes of our community. For example, one could utilize human, humans, person, persons, individual, individuals, human beings, homosapiens, people, peoples, man/woman, woman/man, or humanity instead of the term, man. A course labeled "Man and Culture" might be more appropriately labeled, "Humanity and Culture," "People and Culture," or "Humans and Culture."

Terms such as chairman or ombudsman should be replaced by chairperson, chairone, ombuds-person, or ombudsone. Instead of utilizing the generic he, him, or his, one might substitute one, he/she, she/he, him/her, her/him, his/hers, hers/his, or one's. An increase in the use of they, their, or them to include both males and females (even though the referent is singular) has been observed recently. For example, "every individual should be encouraged to do their own thing," is, even though "grammatically incorrect," more acceptable to individuals concerned with female identity than is emphasis on formal grammar.

IV-2 ... the title, Ms., rather than Mrs. or Miss, be used within our University community. The rationale behind this title is that the marital status of females is as irrelevant in addressing them as is marital status of males. Just as we use the title, Mr., to address men, whether married or unmarried, we propose using the title, Ms., to address females, whether married or unmarried. Ms. is currently being adopted across the nation as a standard form of address by women who want to be recognized as individuals, rather than being identified by their relationship with a man. In the same sense, it seems inappropri-
**RECOMMENDATION**
(continued)

### Language (cont'd.)

It is recommended that:

- Rationale to refer to a female, whether secretary, student, or faculty, as Mrs. John Doe when her name is Mary. Therefore, we suggest the use of Ms. Mary Doe in the University communication, thereby recognizing her individual identity. It is also inappropriate to compose lists of persons in which men are identified as John Doe, Joe Blow, etc., and women are identified as Mrs. Mary Doe, Miss Mary Blow, etc. Marital status is irrelevant; individuals, male or female, should be given comparable treatment.

- IV-3...personal language patterns, course titles, and descriptions, job descriptions, application forms, student handbooks, and other University literature be examined to insure that the sexist bias is removed from our language. Language constantly evolves in response to need. It is grasping today for ways to accommodate the new recognition of women as full members of the human race.

### IMPLEMENTATION

The Commission was officially appointed November 15, 1972, Ann Wachter, associate professor, Graduate School of Social Work, as chairperson. Criteria for selection of members were: interest, diverse viewpoints, and representation of various campus divisions.

CFW recommends that the following be considered in selecting new membership:
1) interest in women’s concerns; 2) representatives should come from various “levels of power.” Some representative groups who might take nominations are: Academic Council, Coordinating Council Women’s Programs, Employee Relations Committee, Graduate Student Organization, and the Law Women’s Caucus, as well as those in the initial Task Force Team.
RECOMMENDATION
(It is recommended that:)

Commission (cont'd.)

V-3 . . . a chairperson of the Commission for Women be appointed who is an administrator with significant campus wide authority and whose defined duties would permit the devotion of significant time and effort to the work of the Commission. The chairperson must have sufficient clerical and research staff, office space, and budget to enable the Commission for Women to carry out its purposes.

V-4 . . . an administrator be appointed for at least half-time to implement and direct the Women's Studies Program.

RESPONSES AND/OR SUBSEQUENT ACTION

Ann Wachter was appointed chairperson of the Commission November, 1972. During the month of April, 1973, a secretary for the School of Social Work was funded for one day a week for the remainder of the quarter. The chairperson has been hired for three additional weeks in June to complete work she was to have done for the School of Social Work but was not able to do because of pressing Commission duties. Funds for both secretarial help and the chairperson's salary will come from the Chancellor's Office.

See Recommendations III-1/2.

COMMENDATIONS AND RECOMMENDATIONS

CFW felt that V-2 should be refocused in that the person should have customarily administrative responsibilities not be one who is hired only to address women's concerns. CFW recommends released time and secretarial help for the chairperson be built into the appointment.
SECTION III
Section III: CFW Members' Summary Reports

Immediately following are summary reports by members (alphabetically) of the CFW on their areas of responsibility and accomplishments for this year. Several suggestions and recommendations for continuing activity and for new directions are also included.
Ms. Ann Wachter, Chairperson  
Commission for Women  
University of Tennessee  
School of Social Work  
905 Mountcastle  
Knoxville, Tennessee  37916

June 29, 1973

Dear Ann:

Enclosed is my report on my activities as Liaison person between the Commission for Women and the E.E.O.C. for Winter and Spring 1973.

In addition, I have served the Commission by attendance at meetings, by limited service on the Women's Studies Committee, and by the handling of a number of personal calls from individuals. I might also note that I have corresponded with approximately a half dozen schools on the work of the Task Force.

Allow me to express my appreciation to you for the time and effort you have spent, for the number of personal calls and requests that came to me as Chairperson of the Task Force that I passed on to you for your able handling, and for the genuine gratitude I feel for having had the work of the Task Force carried forward in such a successful and graceful manner.

I wish the Commission much success in 1973-74.

Sincerely,

Lida K. Barrett

LKB: tms

cc: Ed Pawlak
Report by Lida Barrett

For the Commission for Women during 1972-73 Lida K. Barrett has been Liaison Person with the Equal Employment Opportunity Committee.

This particular assignment has involved attendance at EEOC meetings, and the serving on a subcommittee of the EEOC that heard testimony and issued a report on a grievance procedure involving sex discrimination.

The hearing involved testimony from the complainant, her superior, and a large group of other persons. An effort was made to understand both sides of the case and to hear others in an attempt to sort out both viewpoints. This particular case involved much time over a three week period.

The EEOC has only begun to function as a committee this year. The work of the subcommittee on this one case involved more time than the committee meetings.

In particular, note Task Force Recommendation II.3: "It is recommended that active recruitment of women for professional positions begin in earnest with each department being required to show evidence that women were interviewed and given serious consideration for positions." Monitoring of hiring falls under the auspices of EEOC; however, Dr. Snyder, chairperson, EEOC, stated that initiative is at the departmental level and that he did not visualize EEOC as functioning at the level of monitoring department heads while recruiting is on-going.

Semi-annual EEO reports are now required; and it is felt that subsequent to this first period, departments are keeping records in a more systematic fashion than before.

In-service training for departments may be in order, such as Mr. Robustelli's meetings to discuss the Affirmative Action Plan. As a minimum, EEOC should: 1) obtain statements from the vice chancellors, especially Drs. Aldmon, Herndon and Smith, on procedures used in hiring personnel; and 2) look at the EEO reports through Mr. Robustelli's office, use them to evaluate any weaknesses, and make recommendations. Also, departments should be requested to provide specific data as to their hiring efforts since knowing that certain information will be
required for reports is the first step toward awareness of unconscious biases.

Concerning recommendation II.19: "The Affirmative Action Plan for UTK, as prepared by the Director of Personnel and adopted by the University Administration, should be widely disseminated and implemented without delay", there is a definite need for the exchange of information about the Affirmative Action Plan among the departments of the University. It is essential that the EEOC keep itself informed on the progress being made in the use of the Affirmative Action Plan, and serve an active role in developing a campus-wide understanding of the plan. The Commission feels there is a definite need for exchange of information among departments. Also, it is essential that EEOC keep itself informed of the progress being made through the semi-annual EEO reports. If progress is not satisfactory, the administration needs to be made aware of this so they may take appropriate action with deans and department heads".

Of the comments on urgent matters, it is particularly urgent that recommendation II.9 of the Task Force Report, "It is recommended that the UTK Equal Employment Opportunity Committee (EEOC) (to be appointed as provided in the Affirmative Action Plan) consider as a first matter of business the provision of Social Security benefits for part-time employees holding permanent jobs ", be dealt with by the EEOC early in the Fall Quarter of 1973. The Commission would like the appropriate University channel(s) and the Personnel Office to work on this problem -- Dr. Snyder has agreed that this matter falls within EEOC's charge and that they will pick up on this recommendation.

RECOMMENDATIONS FROM THE COMMISSION FOR WOMEN:

The EEOC should be constituted for 1973-74 with additional persons of faculty status and have regular meetings, at least twice a quarter, in order to become an effective group to handle the duties envisioned for it in the Affirmative Action Plan and by the Task Force and the Commission for Women.
MEMORANDUM

DATE: June 7, 1973

TO: Ann Wachter, Chairperson
Commission on Women

FROM: Martha E. Begalla
Commission Member

RE: Commission Activities 1973

The following are topics to be included in the final Commission report:

a. Visits to Other Institutions - In April, Ann Wachter and Martha Begalla met with the UTC Task Force on Women to discuss the activities of the UTK Task Force and Commission. In addition they served as resource persons for an open meeting for UTC faculty, staff, and students.

b. Child Care - Commission sent a letter to Luke Ebersole (June 6, 1973) encouraging him to appoint the committee to investigate the feasibility of University child care as recommended in the 1972 Task Force Report.

c. Input Network - During 1973 Commission members were invited to the Law Women's Caucus, Project Feedback, and Women Involved Today to explain Commission activities and focuses. A workshop on Affirmative Action was held by the Commission during the Conference on Humanism in January.

Recognizing that input from the community is essential to the functioning of the Commission, a systematic method of meeting with concerned individuals and groups was developed. Because the input network was developed late in the Spring Quarter, only one open meeting was held (May 29, 1973). Complete details of the system obtaining input is included in the April 16 Commission meeting. It is assumed that the 1973-74 will include community input as one of its major responsibilities. (See minutes of April 16 and May 29, 1973.)
d. Information to Individuals - A major responsibility of the Commission was to provide information on affirmative action policies and complaint procedures. During 1973, five (5) individuals (3 employees and 2 students) consulted this Commission member for information and referrals.

In reading through our minutes I noted that we had first reviewed Task Force recommendations January 22. I think it is vital to the functioning of the 1973-74 Commission that they give previous recommendations which have not been implemented top priority and that new members are initially informed about Task Force and Commission activities. I am certain that previous member would be willing to provide that in-service education.
MEMORANDUM

DATE: June 7, 1973

TO: Ann Wachtter, Chairperson
Commission on Women

FROM: Martha E. Begalla, Commission Member

RE: Commission Activities 1973

The items listed below are Commission activities in which I was involved but not directly responsible for:

a. Faculty Handbook - Assistance in reviewing the draft of the handbook and preparing the Commission's response.

b. Salary Equalization - Served on Commission sub-committee with John Prados and Ken Stair to explore methods of equalizing salaries. Methods examined included those from University of South Florida and University of Wisconsin (specific data available in Commission minutes and files).

c. Intercollegiate Athletics for Women - Relayed findings of Task Force to Commission committee headed by Michael Flannary; represented Commission at meeting held by Luke Ebersole to discuss proposal submitted by Women's Physical Education Staff; and appointed to University committee to develop an intercollegiate athletic program for UTK.

d. Women's Studies - Appointed to Inter-College Committee on Women's Studies as a representative of Office of Special Services.
Athletics at the University of Tennessee is a most complex subject. The past school year (1973) was a year of awareness for the Athletics sub-committee of the Commission for Women. During the five months that it functioned, the subcommittee attempted to achieve three major goals.

The first area of concern was to follow up on the recommendations suggested by the 1972 Task Force on Women. There were not a large number of recommendations. However, they included the Aquatics program, Physical Education, and the Office of Recreation. All areas have indicated that the recommendations are being followed or shall be followed in the future. A listing of the specific recommendations and their status has been compiled by Ms. Barbara Wickersham and is included elsewhere in the annual report.

The second concern of the sub-committee was to create an awareness of the Commission for Women and its activities in the area of athletics. The sub-committee feels that this awareness is developing. On the administrative level, both Dr. Aldmon of Student Affairs and Dr. Ebersole of Administration were receptive to suggestions. At the Aquatic Center Mr. Sliger of the recreation program and Mr. Bussard of the aquatic's program were helpful and receptive to suggestions. Dr. Watson of the Women's Physical Education Department has forwarded to the Chancellor's office several recommendations which are being studied and implemented when possible. Little progress has been shown in intercollegiate athletics. The sub-committee made no direct contact with the Athletic Department this year, but did have available some information concerning some recommendations forwarded to the Department by faculty and staff members. The Southeast Conference appears to be studying some action concerning women in athletics for an unspecified time in the future.

The final area examined by the sub-committee was the organizational structure of all athletics at the University of Tennessee, Knoxville. After some time, two complaints were received by women who believed that they were discriminated against due to their sex. The sub-committee approached Dr. Ebersole with these matters and at his suggestion spoke with Dr. Aldmon who is Vice-Chancellor for the areas in which the alleged discrimination took place. At this time he has the matters under study.

In conclusion, the sub-committee feels that progress is being made in athletics as a result of increased awareness in all areas. No dramatic changes in attitude took place, but particularly at the administrative level improvements were seen. It is the sub-committee's hope that these improvements will continue in the future.
June 6, 1973

TO: Ann Wachter, Chairperson, Commission for Women
FROM: Karin Hearne for the Commission for Women
RE: UT Federal Credit Union

Correspondence from Dr. Frank Leuthold concerning the UT Federal Credit Union is attached. In the letter, the lower salaries of women on campus is reflected in the large number of signature loans issued to unmarried as compared to married women where the pooled income of both spouses is used. All loans above 10% above earned income must be cosigned. Dr. Leuthold explained over the phone that the cosignature of the husband or wife is required where a married person is applying for a loan. He further stated that each loan situation is considered on its own merits. Unfortunately due to the type of records kept, no information on the basis of sex or work was available concerning the number of loans applied for as compared to the number turned down.

From the information available, the practices used by the UT Credit Union appear to be certainly no worse and probably are fairer than other lending agencies.
Ms. Kerin Hearne  
Graduate Assistant  
Department of Zoology  
Campus  

Dear Kerin:

The letter is in response to your request last week regarding the Credit Union and services to women employees.

The UT Federal Credit Union was formed in 1969 and has grown from only a few members to over 1,800. Membership is open to any regular employee of the University. Forty percent of the members are women. Also 40 percent of the over 500 loans are to women, 21 percent to married women and 19 percent to unmarried women. Women employees in all sectors of the University, such as administration, faculty, clerical and supporting personnel in the dorms and hospital are members and have loans. The vast majority of loans to unmarried women are signature loans. For married members, the income of both husband and wife is used as the family income figure; this is sometimes not the case for other lending agencies. The family income figure is used to determine the level of indebtedness and the maximum amount of a signature loan.

Women serve on the Board of Directors and Credit Committee. Two of the five members of the Credit Committee are women; this committee has final authority in the approval or disapproval of loan applications.

I will be glad to be of further service to your committee if you need additional information. Thank you.

Sincerely yours,

Frank O. Leuthold  
President, Board of Directors  
Associate Professor  
of Rural Sociology  

FOLEJ
Observations and Suggestions (Korin Hearne)

Meeting of May 29, 1973, Shiloh Room
(also see minutes, May 29)

Faculty: They appear to be mostly concerned with problems associated with their working situations and fringe benefits.

Possible courses of action:

1. Keep up to date salary ranges and break them down into smaller categories especially as to teaching load. Also investigate average teaching loads for men and women faculty.
2. Try to get a statement as to what constitutes full-time as compared with part-time for faculty members. Also survey to find out how the different departments define this.
3. Continue to push for appropriate fringe benefits for faculty women who are part-time.
4. In some way try to get Home Economics into finding a viable solution to the discrimination which is occurring. This might entail some kind of internal study group to hash out their own problems. Intervention from the Commission directly will probably be of little help. Continued pressure through Joe Robustelli and individual complaints may be one route to explore.

Students: Concern here seems mainly associated with how they can interact with the Commission.

Possible courses of action:

1. Organize a workable procedure to keep contact with representative student groups as well as using the student group's expertise to help us in our work. (This work is in progress.)
2. Look closely into the Ag farm situation and make appropriate recommendations through the proper channels.
3. Publicize Commission activities in a publication similar to Frankly Female.

Commission for Women:

Possible courses of action:

1. Get a clear statement on the rationale for appointment to the Commission and let the University community know what it is. Request that we have direct input into the Faculty Senate, EEOC and the administration. (This work is in progress.)
General:

1. Women's studies appears to be getting on its feet. The Commission should continue to support its growth.
2. Concerning Women's PE, the Commission should encourage the administration to find appropriate solutions to this very complicated matter. The Commission should continue to offer its help in this matter at all levels where appropriate.
3. Concerning child care, we ought to continue to persuade the University that a long term solution to child care for University employees is necessary. As a first step, trying to get Golf Range to open up year round, might be appropriate.
1. Worked with women's studies.

2. Worked with Mr. Burris at bookstore following up on recommendations.
   a. Helped design window display on women.
   b. A section on women is promised for fall.

3. Called athletic ticket office. Policy is that for staff and faculty, husbands and wives employed receive only one ticket because they assume husbands and wives go to game together; does not apply for other family relationships. Tickets mailed to husband.

In follow-up on Task Force Recommendations:

4. Checked with Physical Education Building. A swimming locker room has been made into a temporary women's locker room. It is large enough for 200 persons. It is for the ordinary student (not only P.E. majors).

5. Coordinated a meeting of Athletic Board, Commission for Women, Women's P.E., and students with Dr. Carole Oglesby, National President of AIAW to discuss issues involving equality for women in sports.
A major recommendation of the Task Force on Women was that academic units controlling graduate programs, as well as the Law College and professional school selection committees, establish an adequate system of record keeping on applicants for admission, including data on the number and sex of applicants, the number of each sex accepted and rejected, and the academic qualifications (used in admissions decisions) of those accepted or rejected. It was further recommended that these data be reported at least annually to the Commission on Women. The Commission has been only partially successful in implementing this recommendation to date. The College of Law promptly agreed to maintain these statistics. The Graduate School delayed immediate implementation in the hope that a new computerized application-processing system would be installed, which would permit centralized record-keeping for each graduate program. However, the computerized system has not yet been implemented due to programming difficulties and hardware limitations, and discussions are now in progress between Commission members and the Staff of the Graduate Office in an attempt to devise an alternate plan for record-keeping on graduate admission applications and decisions.

EFFORTS TO REDUCE SEX-BASED SALARY INEQUITIES
Report by John Prados

As one of its first actions, the Commission undertook steps to discharge its duty "to conduct a salary survey annually,"¹ in accordance with recommendation II-2 of the Report of the Task Force on Women:

"It is recommended that salaries be examined annually by the Office of Institutional Research for the Commission on Women so that a constant surveillance of the current status of women can be maintained."²

A request for such a survey was transmitted to the Office of Institutional Research by the Vice Chancellor for Administration on Behalf of the Commission. The study as conducted, not only provided information on 1973 salaries by employment category and sex, but also included sufficient information to permit comparison with conditions as they existed on 1972 before a formal attempt was made to reduce sex-based salary inequities. The following information is reproduced from the report describing the salary survey and its results.³

Methodology

Data were gathered on the following variables:

1. Appointment--this was divided into three categories: faculty, administrative, or joint (an administrator with faculty rank).

2. Rank--lecturer, instructor, assistant, and associate, as well as full professor. There was a category of "None" for administrators having no rank.

3. Time--full-time or part-time.

4. Degree--high school diploma, bachelor's, master's professional (M.D., D.D.S., J.D., etc.), and doctorate.

5. Sex.

6. Tenure.

¹"Report of the Task Force on Women, 1972," The University of Tennessee, Knoxville, p. 117.

²Ibid., p. 85.

7. Salary for the 1972-73 fiscal year--all salaries for part-time staff or 17-month appointments were equated to a full-time, academic-year appointment. For part-time staff, a percentage of full-time employment was stated on their yearly appointment status form. For equating from a 12-month to an academic year rate, the rate used was the same as that used in the Office of the Vice Chancellor for Academic Affairs; namely, an academic year salary equals 80 percent of a 12-month appointment salary.

8. UTK experience--this included the time between employment date and the present. No differentiation was made in this category as to full or part-time work.

A descriptive analysis and a multiple regression analysis were performed on these data.

Results

Table I presents the profile of academic-professional employees at UTK as of March 1, 1973. Table II contains the profile salary information from the 1972 Task Force study, the suggested maximum 5.5 percent salary increment added to the 1972 average salary, and the 1973 profile salary date. The average female salary for 1973 exceeded the 1972 plus 5.5 percent in all cases, except for the person with a joint appointment, the person having a bachelor's degree as the highest degree held, and the person holding a doctoral degree. Changes in personnel (retirement, departures, and new administrative appointments) could have accounted for the lower amount in at least the first and last categories. Quite the reverse is true of the average male salary for 1973: in only two categories did the 1973 average exceed the 1972 salary plus the 5.5 percent increment, and in each case the increase was only a few dollars. Additional comparisons of male and female salaries in various employment categories are given in the full report.
# TABLE I
A Profile of Academic-Professional Employees of the University of Tennessee, Knoxville - March 1, 1973

<table>
<thead>
<tr>
<th>Appointment/Rank/Time/Degree</th>
<th>Female</th>
<th>Male</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>N</td>
<td>Tenure (%)</td>
</tr>
<tr>
<td><strong>Appointment</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faculty</td>
<td>278</td>
<td>75 (27)</td>
</tr>
<tr>
<td>Joint</td>
<td>16</td>
<td>10 (63)</td>
</tr>
<tr>
<td>Administrative</td>
<td>18</td>
<td>0 (0)</td>
</tr>
<tr>
<td><strong>Rank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lecturer</td>
<td>7</td>
<td>0 (0)</td>
</tr>
<tr>
<td>Instructor</td>
<td>135</td>
<td>13 (10)</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>92</td>
<td>18 (20)</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>37</td>
<td>32 (86)</td>
</tr>
<tr>
<td>Professor</td>
<td>23</td>
<td>0 (96)</td>
</tr>
<tr>
<td>No Rank</td>
<td>18</td>
<td>0 (0)</td>
</tr>
<tr>
<td><strong>Time</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part-time</td>
<td>65</td>
<td>1 (2)</td>
</tr>
<tr>
<td>Full-time</td>
<td>247</td>
<td>84 (34)</td>
</tr>
<tr>
<td><strong>Degree</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>High School</td>
<td>4</td>
<td>0 (0)</td>
</tr>
<tr>
<td>Bachelor's</td>
<td>30</td>
<td>5 (17)</td>
</tr>
<tr>
<td>Master's</td>
<td>203</td>
<td>50 (25)</td>
</tr>
<tr>
<td>Professional (M.D., J.D., etc.)</td>
<td>3</td>
<td>0 (0)</td>
</tr>
<tr>
<td>Doctorate</td>
<td>72</td>
<td>30 (42)</td>
</tr>
<tr>
<td>Overall</td>
<td>312</td>
<td>85 (27)</td>
</tr>
</tbody>
</table>

**Note:** The salaries were equated to full-time, academic year appointments.

**Source:** Office of Institutional Research, based on information from the Office of the Vice Chancellor for Academic Affairs.

May 4, 1973
<table>
<thead>
<tr>
<th>Appointment/Rank/Time/Degree</th>
<th>Average Female Salaries</th>
<th>Average Male Salaries</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1972</td>
<td>Plus 5.5%</td>
</tr>
<tr>
<td>Appointment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faculty</td>
<td>$ 9,541</td>
<td>$10,066</td>
</tr>
<tr>
<td>Joint</td>
<td>17,509</td>
<td>18,472</td>
</tr>
<tr>
<td>Administrative</td>
<td>6,757</td>
<td>7,129</td>
</tr>
<tr>
<td>Rank</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lecturer</td>
<td>7,880</td>
<td>8,313</td>
</tr>
<tr>
<td>Instructor</td>
<td>7,541</td>
<td>7,956</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>10,677</td>
<td>11,264</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>12,653</td>
<td>13,349</td>
</tr>
<tr>
<td>Professor</td>
<td>16,565</td>
<td>17,476</td>
</tr>
<tr>
<td>No Rank</td>
<td>6,757</td>
<td>7,129</td>
</tr>
<tr>
<td>Time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part-time</td>
<td>8,451</td>
<td>8,916</td>
</tr>
<tr>
<td>Full-time</td>
<td>9,989</td>
<td>10,538</td>
</tr>
<tr>
<td>Degree</td>
<td></td>
<td></td>
</tr>
<tr>
<td>High School</td>
<td>5,150</td>
<td>5,433</td>
</tr>
<tr>
<td>Bachelor's</td>
<td>7,549</td>
<td>7,964</td>
</tr>
<tr>
<td>Master's</td>
<td>9,133</td>
<td>9,635</td>
</tr>
<tr>
<td>Professional (M.D., J.D., etc.)</td>
<td>10,000</td>
<td>10,550</td>
</tr>
<tr>
<td>Doctorate</td>
<td>13,211</td>
<td>13,938</td>
</tr>
<tr>
<td>Overall</td>
<td>$ 9,643</td>
<td>$10,175</td>
</tr>
</tbody>
</table>

Note: The salaries were equated to full-time, academic year appointments.


April 9, 1973
A final analysis of the data involved a multiple regression procedure. Using the **Statistical Analysis System (SAS)** Regression Procedure program (located at the University of Tennessee Computing Center), designed by Barr and Goodnight of the Department of Statistics, North Carolina State University, an analysis of variance table was generated using salary as the dependent variable and appointment, rank, time, degree, and sex as the independent variables. Taking all possible combinations of the independent variables into consideration, the regression procedure revealed that on the average, women earn $1,210.06 less than men per academic year. The amount reported for a similar analysis in the 1972 study was $1,867.52 less for women than men. It should be kept in mind that there have been personnel changes within the past year that would affect differences in the average salary reported in particular categories. The overall picture for 1973, as reflected by the regression analysis, indicated that the salaries of women at UTK were $657.46 closer to the salaries of men, considering all other variables, than they were in 1972.

These results were utilized during the salary adjustment phase (step II) of 1973-74 budget preparation for the Knoxville Campus. Following initial salary recommendations by the heads of academic and administrative units, these administrators were advised that additional funds were available for equalization of female salaries, where such salaries were below those of male employees with comparable qualifications, experience, and performance. These salary equalization recommendations, as well as all female employees' salaries, were reviewed by the Chancellor's staff; and some additional equalization steps were proposed, with unit heads' approval, in instances where initial recommendations had failed to remove apparent inequities.

At the conclusion of this process, the Chancellor's staff felt that sex-based salary inequities had been significantly reduced, if not eliminated. A third salary survey will be required in 1974 to determine whether this has, indeed, occurred.
A STUDY OF WOMEN'S EXPECTATIONS IN A COLLEGE POPULATION

With the rapidity of change in women's roles and career attainments seen as related to educational accomplishment, knowledge of educational expectations of college women is vital for curricular, instructional and advisory planning in educational institutions. The research under way seeks to explore selected factors relevant to such planning.

Much planning and advising for women is done on the basis of traditional perceptions and of hunches as to changes in the expectations of women. Women enter the University, yet fail to graduate; talented women have limited career expectations and opportunities; females are predominately channeled into traditional fields. Data on women's expectations and institutional reinforcement aspects of these are spotty and for the University of Tennessee, essentially non-existent.

The objectives of the study are:

(1) to document selected demographic characteristics of UT student female population

(2) to investigate the female students' expectations regarding education and career opportunities

(3) to provide rational bases for assessing present and future curricular and advisory needs of the UT female student

(4) to document UT female students' perceptions of the changing status and role of women

A questionnaire was designed, then mailed Spring Quarter, 1973 to a simple random sample (1001) of the, roughly, 8000 female students at UTK. A 62% return is now in process of analysis.

Data obtained included both demographic and substantive questions which have been coded to permit use of computerized techniques. The data will next be analyzed as to extent of relationship between items of investigation by statistical measures of correlation and reliability. The findings will also be evaluated on the basis of their utility in future planning for coed education at UT.
SUPPORTING PERSONNEL CONCERNS

Theresa Starks and Barbara Wickersham have served as "listening devices" to problems within the area of supporting personnel and have passed these along to the CFW throughout the year. Some of their special concerns have been:

Instructional Concerns - In keeping with Recommendation II-16, discussions were held with CFW and other interested groups relative to the new policy on waiver of fees.

Liaison and follow-up - Liaison has been maintained between the CFW and Ed Bennett, director of Personnel, throughout the year (one formal meeting was held early in the year for orientation of the new Commission) regarding such matters as the distribution of job listings to present staff; creation of a supporting personnel handbook; job audit, job descriptions, and evaluations with pursuant equalization of ratings, ranks, and salaries; and the new Certified Professional Secretary (CPS) law.

At a meeting in which special emphasis was placed on supporting personnel matters, Dr. Luke Ebersole explained to the CFW that the overall job audit would be completed in January, 1974, and at that time equalization would be attempted. It has been stressed that special attention should be given to the reclassification of personnel, allowing women to move into the administrative category if their job descriptions so indicate.

It is recommended that the 1973-74 CFW pursue these matters, especially after the completion of the January refocus.

Student Involvement - In addition to the major concern of problems involving supporting personnel, emphasis has been placed on trying to create a better perspective of the woman's place in the world in various advising centers. Barbara Wickersham was active with respect to the Business Advising Center and Theresa Starks in the LA Advising Center, where she works.

Theresa Starks  
Barbara Wickersham
DATE: October 16, 1973

TO: Ann Wachter, Chairperson
Commission for Women

FROM: W. K. Stair, Chairperson
Subcommittee on Women's Studies

SUBJECT: Report on Subcommittee Activities

The subcommittee met several times during the summer and early fall. The initial Liberal Arts Committee was expanded to include representatives from all colleges with the exception of Architecture and Agriculture. An indication of a desire to participate has been received from Architecture. The subcommittee was instrumental in planning a Women's Studies Symposium to be held October 23, 1973, in which cooperative participation is expected from most of the colleges represented.

Because of budget pressure, the support of the Women's Studies activities was not high enough to be included for direct support from the administration, but sufficient support from the various colleges has been obtained to insure the operation of the Symposium on October 23.

The subcommittee has identified what appears to be a sincere interest on the part of a number of individuals located in various colleges. This interest takes two forms, (1) that of expanding and broadening each women's course within the college and (2) the publicity of activities within a college in order to obtain greater response from women. These activities will, I think, move slowly but a definite start has been made and appears worthy of continued support and encouragement.

W. K. Stair
For the Subcommittee