

Women's Board of Northwestern University, Records of, 1978-1988

Series 1/2/1

Boxes 1-4

History

Established in 1978, by the wives of five members of the Board of Trustees, the Women's Board of Northwestern University's purpose is to "bring the university and the community closer together by fostering and encouraging interest in educational, cultural and research activities at Northwestern University." The Board was modeled after similar groups at the University of Chicago and the Field Museum in Chicago. The organization has executive and membership committees and holds membership meetings three times a year, open to members and candidates for membership which feature Northwestern University and community issues. Candidates for membership are proposed and seconded by existing members and elected by the executive committee. As of 1986, there were approximately two hundred members including about fifty wives of trustees.

Description of the Series

This series consists of four boxes of records of the Women's Board of Northwestern University covering the years 1978-1986. It is arranged in seven categories including founding data; anniversaries; executive committee records; correspondence; directory publication materials; meeting program materials and membership committee records. All records are arranged chronologically within folders.

The first two folders include correspondence between the Development Office and the University President about the founding and the Tenth anniversary program from 1988. Next are Executive Committee minutes, membership lists and general correspondence. Directions for the printer, personal notes, the number of directories ordered and yearly modifications of the Women's Board Directory from 1982-86 occupy four folders.

The next twenty-four folders contain planning and program materials for the three yearly meetings held by this group. There are arrangements for food, parking, printing, speakers and follow-up data in these folders which are arranged chronologically by the date of each meeting.

The last nine folders contain correspondence with prospective members, including invitations to join the board and responses. Renewal lists and polls on meeting attendance from the membership committee are in the last six folders.

Provenance: These records were transferred to the University Archives on Oct. 24, 1978 as Accession # 78-80, and on July 25, 1990 as Accession # 90-96, by Ann Robinson of the Development Office.

Restrictions: None.

Separations: Approximately 2 inches of duplicate material were discarded. Ten Women's Board Directories 1978-85 were separated and are filed with the University Serials as series 01/00/02.

Processor: Melinda F. Kwedar, April 18, 1995.

Scanned and Reformatted by: Francine Keyes, March 2005.

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Container List

<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Date</u>
1	1	Founding Data Development Office	1978, 1983
	2	Tenth Anniversary	1986
	3	Executive Committee Minutes	Sept.1978-Oct.1984
	4	Executive Committee Membership	1978-1988
	5	Correspondence	1978-83
	6	Directory, Publication Materials	1982-83
	7	Directory, Publication Materials	1983-84
	8	Directory, Publication Materials	1984-85
	9	Directory, Publication Materials	1985-86
	10	Meetings	Mar.1978-Jan.1979
	11	Meeting	Feb., 22, 1979
	12	Meeting	May 15, 1979
	13	Meeting	Nov., 6, 1979
2	1	Meeting	Feb., 27, 1980
	2	Meeting	May 22, 1980
	3	Meeting	Nov., 6, 1980
	4	Meeting	Feb., 4, 1981
	5	Meeting	May 21 , 1981
	6	Meeting	Sept., 16, 1981
	7	Meeting	Nov., 19, 1981
	8	Meeting	Feb., 2, 1982
	9	Meeting	Apr., 29, 1982
	10	Meeting	Nov., 17, 1982
	11	Meeting	March 3 ,1983
	12	Meeting	May 26, 1983
	13	Meeting	Nov. 29, 1983
	14	Meeting	March 21, 1984
	15	Meeting	May 23, 1984
3	1	Meeting	Oct. 9, 1984
	2	Meeting	Feb. 21 1985
	3	Meeting	May 7, 1985
	4	Meeting	Oct. 29, 1985
	5	Meeting	March 6, 1986
	6	Meeting	May, 22, 1986
	7	Meeting	Oct.16, 1986, 1987,1989

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Date</u>
		Membership Committee	
	8	Candidates for Membership	Nov. 1979-May, 1980
	9	Candidates for Membership	Jan. 1980-June, 1983
	10	Candidates for Membership	March 1980-Nov. 1981
4	1	Candidates for Membership	Jan. 1981-Apr. 1982
	2	Candidates for Membership	Mar. 1981-June, 1984
	3	Candidates for Membership	Sept. 1981-May, 1983
	4	Candidates for Membership	Jan. 1984-Dec. 1984
	5	Candidates for Membership	Nov. 1985-Oct. 1986
	6	Candidates for Membership	July, 1986-Aug. 1986
	7	Membership Renewal	1981 [3-year]
	8	Membership Renewal	1982 [3-year]
	9	Membership Renewal	1983 [3-year]
	10	Membership Renewal	1984 [3-year]
	11	Membership Renewal	1985 Poll
	12	Membership Renewal	1984,5,6 Polls