

**Guide to the
Mary Dolheimer Collection of
Women's Commission Papers (1985-
2001)**

**Gettysburg College, Musselman Library
Special Collections & College Archives**

**Processed by Krystal Thomas
March 2007**

MS-085: The Mary Dolheimer Collection of Women's Commission Papers (1985-2001)

Inclusive Dates: 1985-2001

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Provenance Donated by Mary Dolheimer, January 27, 2003

Agency History

The President's Commission on Women, which became known simply as the Women's Commission, was commissioned in late 1984 though it did not begin to function until the 1985-1986 school year. The Commission grew out of monthly faculty women's dinners and a realization that a forum was needed for women's voices to be heard on campus. The formal charges laid before the commission by the President were to incorporate women's issues into the curriculum, make recommendations concerning resources needed by women, and to heighten awareness of women's issues and needs among the campus community. Its membership was designed to include faculty, support staff and students, both men and women, in its roster in order to take into account all women on campus and their concerns.

Over the years, the Women's Commission has tackled the issues of faculty salary equity, maternity/paternal leave policies, child care needs, the salaries and treatment of part-time staff and faculty, and equity issues with admissions, financial aid and athletics. It played an important role in the establishment of a Women's Studies program on campus, which was founded in 1987. It also began the Women's Center which created a space for women of their own on campus. The Commission also awarded grants which were available to all campus members, mostly for service-learning projects, but it also used its grant money to fund speakers and events on campus which had awareness of women's issues as one of its goals. Though its visibility on campus lessened over the years, the Women's Commission brought the issues of women to the attention of the entire campus community and brought about change where it was needed.

Biography

Mary Dolheimer worked at Gettysburg College for thirteen years. She held several different positions while on campus. Her first was as an administrative assistant in the public relations office; her last was as director of media relations. Ms. Dolheimer became involved with the Women's Commission through her work on the board of child care which started Gettysburg's Growing Place. Ms. Dolheimer then served as chair of the Women's Commission for two years, during which the child care issue was resolved by moving the center onto campus and contracting the Hildebrandt Learning Center to handle the day-to-day running of the center. She is currently the director of marketing and media relations at Elizabethtown College and has held that position since 2004.

Scope and Content

The contents of the collection include reports, memos, minutes, agenda, budget reports, grant requests and other various miscellaneous materials from the Women's Commission's long tenure on campus. Included are the Climate Study of 1986 and the Reassessment that followed in 1990. Also included are minutes from subcommittees tasked with budget concerns, planning the annual Women's Dinner or other current concerns of the Commission that year. A History of the Women's Commission written by the summer intern Meredith Bowne during the summer of 1996 is included and is a good source on how to approach the collection as a whole.

The collection also includes extensive documentation of the part-time faculty survey, including all the original surveys and drafts of the final report. All involvement in other issues such as maternity/parental leave, child care needs, equity in admissions, financial aid and athletics is documented here as well, including the final reports by the Commission on each topic.

Miscellaneous documents concerning the Women's Center are also included such as newsletters, semester schedules and early reports from the Center after it was established in the late 1980s.

The collection has been organized, as Ms. Dolheimer organized it, by year. Wherever possible, original order has been kept within the years.

Box 1

1/1: 1985-1986, Faculty Equity Study (memos between President Charles E. Glassick and Debra Campbell, Chair of Women's Commission)

1/2: 1986-1987, Gettysburg College Minority Climate Study (bound volume)

1/3: 1986-1987, Commission's Recommendations Pursuant to Climate Study (memo from Karen Wiley Sandler, chair of Women's Commission to President Glassick)

1/4: 1986-1987, Copy of memo from Robert T. Hulton to Climate Sub-Committee, Women's Commission regarding the Athletic Department's response to the Climate Study

1/5: 1987-1988, Recruitment of Women Faculty (memo from Elizabeth Richardson Viti, chair of Women's Commission to Provost Tipson)

1/6: 1987-1988, Memos regarding the formation of Equity Task Forces

1/7: 1988-1989, Memo from Equity Assessment Task Force – an evaluation of agenda for the 1988/89 Commission on Women

1/8: 1988-1989, Memo from Financial Aid and Admissions Equity Subcommittee – our investigation into Financial Aid, Admissions, and Athletic policies (including draft of Athletic policies)

1/9: 1988-1989, Commission's Charges

1/10: 1988-1989, Faculty Member Survey on Demands of Time (includes letter and drafts of survey sent)

1/11: 1988-1989, Memo from Charlotte Armster to President Glassick regarding Sandler's memo on the Climate Study from 1986-1987

1/12: 1988-1989, March minutes and Women's Center report

1/13: 1988-1989, February minutes and Women's Center report
1/14: 1988-1989, Planning and fliers for attending the April 9th March for Women's Equality in Washington DC
1/15: 1988-1989, memo from Elizabeth Richardson Viti (Equity Assessment Task Force) to Charlotte Armster, chair of Women's Commission – an evaluation of the 1987-1988 Commission on Women Equity Agenda
1/16: 1988-1989, January minutes
1/17: Refresher report of Women's Commission Retreat on December 11, 1988
1/18: Minutes: November, October, September

1/19: 1989-1990, Child care needs (reports, memos, research)
1/20: 1989-1990, Annual Report to President Gordon Haaland
1/21: 1989-1990, April correspondence
1/22: 1989-1990, Proposed Study of the Institutional Climate for Women at Gettysburg College by Karen Bogart
1/23: 1989-1990, Minutes and agenda: February and January
1/24: 1989-1990, Support Staff Advisory Committee (SSAC) correspondence
1/25: 1989-1990, SSAC: "Behind the Scenes" – copies of articles from the Gettysburgian
1/26: 1989-1990, Gettysburg College Clerical Group Newsletters (1985-1989)
1/27: 1989-1990, Minutes and agenda: October and September
1/28: 1989-1990, Commission's agenda for 1989-1990
1/29: 1989-1990, Possible Subcommittees, 1989-1990
1/30: 1989-1990, Plan for 1989-1990
1/31: 1989-1990, Minutes: April
1/32: 1989-1990, Affirmative Action Data
1/33: 1989-1990, Report: Reassessment of the Educational and Social Climate for Women at Gettysburg College by Karen Bogart with Mary Moore and Viola Young-Horvath
1/34: 1989-1990, Miscellaneous (publications of interest, articles)

1/35: 1990-1991, Fall Agenda
1/36: 1990-1991, Maternity/Parental Leave policy (correspondence and research)
1/37: 1990-1991, Summary from Maternity/Parental Leave subcommittee
1/38: 1990-1991, Memos on Child Care Subcommittee
1/39: 1990-1991, Report of Child Care Needs
1/40: 1990-1991, Fall correspondence
1/41: 1990-1991, Report from subcommittee on Athletics
1/42: 1990-1991, Faculty Equity concerns
1/43: 1990-1991, Minutes and agenda: October
1/44: 1990-1991, Minutes and agenda: November
1/45: 1990-1991, Minutes and agenda: December and January
1/46: 1990-1991, Minutes and agenda: February
1/47: 1990-1991, Minutes: April

1/48: 1992-1993, Member Lists
1/49: 1992-1993, Minutes: May, April, March

1/50: 1992-1993, Minutes: February, January, December, November
1/51: 1992-1993, Minutes: October, September
1/52: 1992-1993, Funding for Stepping Stones, the day care facility on campus
1/53: 1992-1993, Women's Dinner
1/54: 1992-1993, Grant flier/requests

1/55: 1993-1994, Member List
1/56: 1993-1994, Minutes: April, March
1/57: 1993-1994, Minutes: February, January, December
1/58: 1993-1994, Minutes: November
1/59: 1993-1994, Priority Issues from Climate Study
1/60: 1993-1994, Equity Issues
1/61: 1993-1994, Women's Dinner
1/62: 1993-1994, Summary of Budget Requests
1/63: 1993-1994, Grant flier
1/64: 1993-1994, "A Room of One's Own" (planning to attend the play in Washington DC)

1/65: 1994-1995, Minutes: September 14

1/66: 1995-1996, Member Lists
1/67: 1995-1996, Minutes and agenda: April
1/68: 1995-1996, Minutes and agenda: March, February, January
1/69: 1995-1996, Minutes and agenda: December and November
1/70: 1995-1996, Minutes and agenda: October and September
1/71: 1995-1996, Correspondence
1/72: 1995-1996, Budget report
1/73: 1995-1996, Grant requests
1/74: 1995-1996, Letter on Sexual Assault
1/75: 1995-1996, Women's Dinner
1/76: 1995-1996, Correspondence on Women's Dinner
1/77: 1995-1996, 1995-1996 Annual Report
1/78: 1995-1996, Summer Internship
1/79: 1995-1996, Miscellaneous
1/80: 1995-1996, Report on part-time faculty
1/81: 1995-1996, Part time faculty list and survey drafts
1/82: 1995-1996, Part-time survey responses I
1/83: 1995-1996, Part-time survey responses II
1/84: 1995-1996, Part-time survey responses III
1/85: 1995-1996, Part-time survey responses IV
1/86: 1995-1996, Part-time survey Final Report
1/87: 1995-1996, Part-time survey report pre-final draft
1/88: 1995-1996, Part-time survey report penultimate draft
1/89: 1995-1996, Part-time survey report 4th draft
1/90: 1995-1996, Part-time survey report 3rd draft
1/91: 1995-1996, Part-time survey report 2nd draft

1/92: 1995-1996, Part-time survey report 1st draft
1/93: 1995-1996, Part-time survey correspondence
1/94: 1995-1996, Part-time survey research

1/95: 1996-1997, Member lists
1/96: 1996-1997, Minutes and agenda: April and March
1/97: 1996-1997, Minutes and agenda: February, January and December
1/98: 1996-1997, Minutes and agenda: November
1/99: 1996-1997, Minutes and agenda: October
1/100: 1996-1997, Minutes and agenda: September
1/101: 1996-1997, Report from subcommittee on disordered eating
1/102: 1996-1997, Report from budget subcommittee
1/103: 1996-1997, Meeting scheduling
1/104: 1996-1997, Correspondence
1/105: 1996-1997, Budget reports and correspondence
1/106: 1996-1997, Check request and reimbursement forms
1/107: 1996-1997, Transfer of funds
1/108: 1996-1997, Grant requests
1/109: 1996-1997, Child care internship
1/110: 1996-1997, Summer Intern
1/111: 1996-1997, Child Care Facility
1/112: 1996-1997, Maternity Leave policy
1/113: 1996-1997, Labor Day memo
1/114: 1996-1997, Transportation and college store memo
1/115: 1996-1997, Women's Dinner/Eating Disorder Panel correspondence
1/116: 1996-1997, Women's Dinner/Eating Disorder Panel agenda and menu
1/117: 1996-1997, Women's Dinner/Eating Disorder Panel research
1/118: 1996-1997, Women's Center
1/119: 1996-1997, Lunch with Dr. Bernice Sandler
1/120: 1996-1997, Research on emergency contraception

1/121: 1997-1998, Member Lists and year agenda
1/122: 1997-1998, Minutes and Agenda: September – December
1/123: 1997-1998, Correspondence
1/124: 1997-1998, Health care plan
1/125: 1997-1998, Grant Request
1/126: 1997-1998, Women's Center newsletters

1/127: 1998-1999, Minutes/agenda/members' list
1/128: 1998-1999, Hazing committee report
1/129: 1998-1999, Correspondence
1/130: 1998-1999, Grant requests
1/131: 1998-1999, Miscellaneous (brochures and newsletters)

1/132: 1999-2000, Member list and yearly report
1/133: 1999-2000, Minutes and agenda: October, November, December

1/134: 1999-2000, Minutes and agenda: February
1/135: 1999-2000, Agenda: April
1/136: 1999-2000, Correspondence
1/137: 1999-2000, Budget reports
1/138: 1999-2000, Budget
1/139: 1999-2000, Grant requests
1/140: 1999-2000, Women of Distinction Award
1/141: 1999-2000, Miscellaneous (newspaper articles)

1/142: 2000-2001, History of the Women's Commission
1/143: 2000-2001, Notes from July 9, 2001 meeting
1/144: 2000-2001, Yearly report
1/145: 2000-2001, Minutes, member list, brainstorming
1/146: 2000-2001, Correspondence
1/147: 2000-2001, Budget
1/148: 2000-2001, Grant requests
1/149: 2000-2001, 2001 Women's Conference
1/150: 2000-2001, 2001 Women's Dinner
1/151: 2000-2001, Miscellaneous (articles, newsletters, women's center agenda)

The following files are copies given to Mary Dolheimer from Carolyn Snively. Ms. Snively plans to donate her actual files to the college archives eventually. These copies can then be destroyed.

1/152: 1987-1988, Inner memos
1/153: 1987-1988, Annual report
1/154: 1987-1988, Annual report and budget request to President
1/155: 1987-1988, Grievance procedures
1/156: 1987-1988, Minutes and agenda: October, November
1/157: 1987-1988, Memo from B.J. Davisson regarding Climate Study and the Greek system
1/158: 1987-1988, Visit to 53 Stevens Street
1/159: 1987-1988, Minutes and agenda: January
1/160: 1987-1988, Workshop on integrating women into the curriculum
1/161: 1987-1988, Minutes: February and March
1/162: 1987-1988, Report from subcommittee on curriculum
1/163: 1987-1988, Minutes: April

Also of interest:

RG 2.0.11, the Papers of President Charles Glassick. Box 7/folders 5-8. Covers the period from the formation of the Commission in October 1984 to May 1986 when the original Climate Study for the college was proposed. Much of the material is correspondence between the President and the Commission. Also includes the letters appointing new

members to the Commission and the equity study conducted on faculty salary from 1985-1986.

RG 2.0.13, the Papers of President Gordon Haaland. Box 12. Has folders on Climate Study, Correspondence and minutes of the Women's Commission. Located in Knouse

RG 4 Office of the Provost 1962-1998. Box 15. Climate Study for Women, Women's Commission 1985-1990, faculty salary equity study. (Restricted – requires permission of the provost's office). Located in Knouse

RG 4 Office of the Provost 1971-1999. Box 7. Women's Commission. Located in Knouse