

American Association of University Women, Albany Chapter; Records

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M.E. Grenander Department of Special Collections & Archives

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Summary Information

Repository:	M.E. Grenander Department of Special Collections & Archives
Title:	American Association of University Women, Albany Branch Records
ID:	apap002
Date [inclusive]:	1913-1992
Physical Description:	5.9 cubic ft.
Physical Location:	The materials are located onsite in the department.
Language of the Material:	English .
Abstract:	These records document the history of the Albany Branch of the American Association of University Women from 1913 - 1992. The records relate chiefly to women's issues; particularly higher education, general education, membership, international relations, legislation, World War II, employment, teaching, community projects and Albany, NY.

Preferred Citation

Preferred citation for this material is as follows:

Identification of specific item, series, box, folder, American Association of University Women, Albany Branch Records, 1913-1992. M.E. Grenander Department of Special Collections and Archives, University Libraries, University at Albany, State University of New York (hereafter referred to as the AAUW, Albany Branch Records).

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Biographical History

The mission of the Albany Branch of the American Association of University Women (AAUW) is threefold: 1) unite women alumnae of colleges and universities for practical educational work, 2) increase their effectiveness in the community for the solution of social and civic problems, and 3) support the National and State Divisions of the AAUW. Since its formation in 1890, the Albany Branch's activity has been the monthly general meetings, featuring guest

speakers from the community. Other activities include board meetings, weekly study groups, workshops, surveys, field trips, conferences and conventions, fundraising events, and financial contributions to the AAUW Educational Foundation. It is through these activities that the Albany Branch of the AAUW pursues its goals and seeks to fulfill its purpose.

The Albany Branch's administrative duties as defined by the 1921 AAUW Charter are carried out by a board of annually elected executive officers, all of whom must be AAUW members. The executive officers include one president, two vice-presidents, two secretaries and one treasurer. The purpose of the Executive Board is to administer to the business affairs of the Albany Branch. The Executive Board is also responsible for submitting the annual budget to the branch and establishing special tasks forces and committees. The Executive Board Meetings are typically held three times a year in one of the board members' homes (The General Meetings are held monthly in public meeting places such as hotels and community centers). Additional Executive Board Meetings may be called to order either by the president or at least two members of the Executive Committee.

The Eastern New York Branch of the Association Collegiate Alumnae (currently the Albany Branch of the AAUW) was formed on Oct. 18, 1890 under the direction of Melville Dewey, Secretary of the University of the State of New York, and Director of the State Library. (Other than the Albany Branch organizational histories, there are no records in the collection documenting Melville Dewey's involvement with the Albany Branch). A constitution and by-laws were drafted (last revised in 1991), executive duties defined, officers elected, and goals identified. The early aims of the Albany Branch were to work towards meeting women's educational needs and to interest school girls in pursuing college careers.

The Albany Branch began as an affiliate of the Association of Collegiate Alumnae (ACA) which was first conceived on Nov. 28, 1881 in Boston when 11 women college alumnae met to discuss the possibility of forming an organization to: 1) provide political and financial support to women pursuing higher education and 2) find new opportunities to use their training. The ACA (later the American Association of University Women) was officially formed on Jan, 1882 with the purpose of uniting women alumnae of different institutions in "practical educational work." During the next thirty years the ACA expanded to admit localized branches, develop membership policies, committees and research study groups, and offer graduate fellowships to women pursuing higher education.

The Eastern Branch of the ACA (later the Albany Branch of the AAUW) began its first real influential work in 1892 when members cooperated with the ACA in investigating women's wages and contributed \$10.00 to the ACA fellowship fund. (Other than the Albany Branch organizational histories, there are no records documenting the activities of the Albany Branch prior to 1926). Throughout the 1890s, the Albany Branch (then the Eastern New York Branch of the ACA) expanded its range of interests to include current events such as the trade union movement, child labor, planning, eugenics, and women's suffrage. Membership began to increase at a prolific rate during the early years of the 20th century as more women became interested in higher education. The Eastern New York Branch of the ACA also worked on the war effort, contributed to the Belgian Relief Work Project, and established a three year membership to support war orphans.

During the 1920s and 1930s, the Albany Branch developed committees (executive, membership, and publicity) and study groups designed to research and discuss special issues such as drama and music, French War Orphans, and Americanization. Following 1921, the Association of Collegiate Alumnae and the Southern Association of University Women merged into the American Association of University Women and the Eastern New York Branch of the ACA officially became the Albany Branch of the American Association of University Women. It accepted the responsibility to promote the aims and ideals of the AAUW determined by the national headquarters in Washington D.C.

During World War II, there was much discussion at branch meetings regarding the political, economic, and social effects of the war on humanity and society as a whole. The Albany Branch supported the Emergency Control Bill, urged the extension of rationing programs, and hosted lectures dealing with the special consumer problems caused by the war.

The years following World War II saw the Albany Branch pursuing the study of educational development on all fronts. The Dr. Josephine Glasgow Fellowship was established in 1951 and was the first of 42 such fellowships designed by the Albany Branch to encourage women to pursue higher education. In December 1950, the AAUW Albany Branch president appeared as a guest of a radio show hosted by the Conference of Christians and Jews. Topics included international and human relations, and achievements made by the Albany and National Branch of the AAUW in these areas.

Following the lead of the AAUW, the Albany Branch redefined its committee structure during the late 1950s and 1960s. In 1963, the AAUW and Albany Branch turned their attentions to four areas of interest: community problems, cultural interests, education, and world problems. The AAUW also called for all member branches to become more involved and outspoken in community affairs. AAUW national president Alice Beeman addressed this issue during a speech in Albany "In the past, much of the emphasis has been on study and study programs. Now the people who know must act, action is also a way of learning."

Attempts by the Albany Branch to apply this new approach to their own agenda can be seen as early as 1973 when the Legislative Committee lobbied the New York State Governor to reconsider his announced decision to seek legislative requirement for mandatory lifetime imprisonment of drug pushers in New York. The Albany Branch argued that "the solution to the problem lies in medical, educational, and social approaches of a positive sort rather than in criminal prosecution." The Albany Branch also co-sponsored workshops dealing with developing effectiveness and leadership skills in 1986 - 1987.

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Scope and Contents

These records document the history of the Albany Branch of the American Association of University Women from 1913 - 1992. While the overall physical condition of the records is good,

several folders have been photocopied for research use in order to preserve the originals. (See Appendix 1) Because the collection was received with order already partially established, it was possible to preserve the provenance without extensive rearranging. Only the Committee Files have been reconstructed in the attempt to aggregate the records that distinctly deal with each respective committee.

Records include minutes, annual reports, subject files, correspondence, bulletins, yearbooks (address books), scrapbooks and ephemera spanning 1913-1992. The bulk of the records document activities from 1938-1965 and 1981-1992. The records relate chiefly to women's issues; particularly higher education, general education, membership, international relations, legislation, World War II, employment, teaching, community projects and Albany, NY. Correspondents include the AAUW New York State Division, AAUW National Headquarters, other AAUW New York State branches and local chapters of community service organizations such as the American Red Cross, YWCA, Public Teachers Association, Albany Consumers' Council, Albany Council of Social Agencies, Women's Joint Legislative Forum, Albany Public Library, and several New York State government agencies.

Throughout the collection, information regarding education, membership and legislative issues abound. Annual Reports in the 1960's contain a significant amount of records pertaining to legislation supported by the Albany Branch. Discussions involving World War II and its effects on women and society are contained in the Correspondence with Community Organizations Series and the President Subject Files: War Employment Folder.

The Committee Files (1937 - 1990) are of particular interest because they provide information relating to the branch's non-administrative activities. The series is broken down into seven subseries, each corresponding to a particular committee: Branch History, Fellowship, Hospitality, Membership, Program, Public Information, and the Antique Study Group. Records documenting other committees and study groups are missing despite the fact that they should also be included in the collection. Two subseries of note include Fellowship Committee Files and the Branch History Committee Files. The Fellowship Committee Files document the Albany Branch's efforts to support the AAUW Educational Foundation and to provide financial assistance to women seeking graduate and post-graduate education. Similar information is located in the President's Subject Files (Series #3). The Branch History Committee Files contain histories and memoirs dating back to the 1930s as well as documentation of special events held by the Albany Branch.

There are many significant gaps in the collection. For instance, only the Bulletins, occasional President's Subject Files and Committee Files document the Albany Branch's activities during the 1970s. Records from the 1920s and 1930s are similarly scarce and fragmented. The collection is strongest from 1941 - 1965; virtually all series containing records from this time frame are consistent, containing only minor gaps. The gaps of each individual series are discussed in the series descriptions.

Appendix 1

The photocopied folders include:

1) General Meetings Minutes (1926 - 1938)

- 2) General Meetings Minutes (1939 - 1954)
- 3) President's Subject Files: War Employment (1943)
- 4) Fellowships Committee Chairman's Correspondence (1939 - 1940) Folder 1
- 5) Fellowships Committee Chairman's Correspondence (1939 - 1940) Folder 2
- 6) Public Information Committee Press Releases (1975 - 1976)
- 7) Antique Study Group Chairman's File (1959 - 1975)

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Arrangement of the Collection

The collection is organized into the following series:

- 1 **Series 1 - Minutes of the Executive Board Meetings, 1938-1991**
- 2 **Series 2 - Minutes of the General Meetings, 1926-1990**
- 3 **Series 3 - President's File, 1921-1992**
- 4 Subseries 3.1: President's Correspondence
- 5 Subseries 3.2: President's Subject Files
- 6 **Series 4 - Annual Reports, 1940-1965**
- 7 **Series 5 - Committee Files, 1937-1990**
- 8 **Series 6 - Correspondence, 1936-1965**
- 9 Subseries 6.1: Correspondence with Community Service Organizations
- 10 Subseries 6.2: Correspondence with AAUW Headquarters and New York State Division
- 11 Subseries 6.3: Correspondence (General)
- 12 **Series 7 - Bulletins, 1941-1990**
- 13 **Series 8 - Yearbooks, 1913-1991**
- 14 **Series 9 - Scrapbooks and Ephemera, 1936-1972**

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Administrative Information

Publication Statement

M.E. Grenander Department of Special Collections & Archives

Revision Description

Encoded in EAD by Jodi Boyle 2016 December

Processing Information

Processed in 1997 by Eric Roth.

Access

Access to this record group is unrestricted.

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The Department of Special Collections and Archives is eager to hear from any copyright owners who are not properly identified so that appropriate information may be provided in the future.

Acquisition Information

These records were originally deposited with the Albany Institute of History and Art. On June 22, 1995 the records were physically transferred to the M. E. Grenander Department of Special Collections and Archives and the Memorandum of Agreement between the Association and the University Libraries was completed on 1995 August 20.

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Controlled Access Headings

- Women

- Education
- Albany, New York
- Associations, institutions, etc.--New York (State)--Albany
- Women--Education--New York (State)
- Universities and colleges--New York (State)--Faculty
- Annual reports
- Correspondence
- Bulletins
- Minutes
- Yearbooks
- Scrapbooks
- American Association of University Women--Albany Branch
- American Association of University Women

Collection Inventory

Minutes of the Executive Board Meetings, 1938-1991

Physical Description: 0.17 cubic ft.

Arrangement

Arranged chronologically.

Scope and Contents

The Albany Branch of the AAUW Executive Board (or Board of Directors) is made up of elected officers including the president, two vice presidents, two secretaries, treasurer, and two directors. The purpose of the Executive Board is to carry on the business and administer to the affairs of the branch, establish special task forces and committees and submit the annual budget to the branch. The Minutes of The Executive Board generally run from 1938-1965 and from 1984-1991, and contain the following gaps: 1939, 1941-1947, 1957-1959 and 1966-1983.

Title/Description	Instances	
Board Minutes, 1938, 1940	Box 1 (1-Minutes of the Executive Board Meetings)	Folder 1
Board Minutes, 1948-1956	Box 1 (1-Minutes of the Executive Board Meetings)	Folder 2
Board Minutes, 1960-1962	Box 1 (1-Minutes	Folder 3

	of the Executive Board Meetings)	
Board Minutes, 1963-1965	Box 1 (1- Minutes of the Executive Board Meetings)	Folder 4
Board Minutes, 1984-1991	Box 1 (1- Minutes of the Executive Board Meetings)	Folder 5

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Minutes of the General Meetings, 1926-1990

Physical Description: 0.34 cubic ft.

Arrangement

Arranged chronologically.

Scope and Contents

The General Meetings of the Albany Branch of the AAUW meet monthly and are open to the public. The meetings comprise the major social outlet of the branch serving to attract new members. The General Meetings are generally held at public meeting places at which the officers relay branch news and proposed activities to the members. Guest speakers are often invited to share their knowledge with the branch community at the General Meetings. Guest lecturers are typically established professionals from the Albany community. Speech topics tend to reflect current social issues and their impact on women and society. The minutes contain the following gaps: 1965-1985, and 1987. The available documentation spanning the years from 1986-1991, are very sparse, however.

Title/Description	Instances	
General Meetings Minutes, 1926-1938	Box 1 (2- Minutes of the General Meetings)	Folder 1
General Meetings Minutes, 1938-1954	Box 1 (2- Minutes of the General Meetings)	Folder 2
General Meetings Minutes, 1955-1959	Box 1 (2- Minutes of	Folder 3

	the General Meetings)	
General Meetings Minutes, 1960-1964	Box 1 (2-Minutes of the General Meetings)	Folder 4
General Meetings Minutes, 1986-1990	Box 1 (2-Minutes of the General Meetings)	Folder 5

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President's File, 1921-1992

Physical Description: 1.34 cubic ft.

Arrangement

Arranged alphabetically.

Scope and Contents

The President's File contains records maintained by the Office of the President. The files have been arranged into two subseries: President's Correspondence, 1956-1992, and President's Subject Files, 1921-1992. The correspondence files contain a major gap from 1962-1985. The President's Correspondence Files are arranged chronologically by folder; the documents within the folders are filed in reverse chronological order. The subject files' inclusive dates are 1921-1992, but the bulk of the records represent activities from the 1980s and early 1990s. The documents within the folders have been maintained in their original order.

President's Correspondence, 1956-1992

Arrangement

Arranged alphabetically.

Title/Description	Instances	
President's Correspondence, 1957-1958	Box 1 (3-President's File)	Folder 1
President's Correspondence, 1958-1959	Box 1 (3-President's File)	Folder 2
President's Correspondence, 1959-1960	Box 1 (3-President's File)	Folder 3
President's Correspondence, 1960-1961		

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	Box 1 (3- President's File)	Folder 4
President's Correspondence, 1986-1987	Box 1 (3- President's File)	Folder 5
President's Correspondence, 1991-1992	Box 1 (3- President's File)	Folder 6
President's Correspondence, 1975, 1984-1988	Box 1 (3- President's File)	Folder 7

President's Subject Files, 1921-1992

Arrangement

Arranged alphabetically.

Title/Description	Instances	
Albany Citizens for Education, 1990	Box 1 (3- President's File)	Folder 8
Annual Reports - AAUW Albany Branch, 1983-1989	Box 1 (3- President's File)	Folder 9
Annual Reports - AAUW New York State Division, 1985-1987	Box 1 (3- President's File)	Folder 10
Annual Reports - AAUW National Division, Washington D.C., 1987	Box 1 (3- President's File)	Folder 11
Awards and Certificates, 1985-1991	Box 1 (3- President's File)	Folder 12
Bulletin Advertising Information, 1986-1987	Box 1 (3- President's File)	Folder 13
By-Laws, National AAUW Charter, 1921	Box 1 (3- President's File)	Folder 14
By-Laws, Albany Branch - Revisions and Amendments, 1934-1991	Box 1 (3- President's File)	Folder 15
By-Laws, Albany Branch, 1983-1992		

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	Box 1 (3- President's File)	Folder 16
Center for Women in Government, 1987	Box 1 (3- President's File)	Folder 17
Conferences, 1987-1989	Box 1 (3- President's File)	Folder 18
Conferences, College Decision Systems Seminar, 1989	Box 1 (3- President's File)	Folder 19
Conferences, Regional, 1981-1988	Box 1 (3- President's File)	Folder 20
Conferences, Workshops, 1990	Box 1 (3- President's File)	Folder 21
Conventions, AAUW Biennial, 1958	Box 1 (3- President's File)	Folder 22
Conventions, AAUW Biennial, 1989	Box 1 (3- President's File)	Folder 23
Conventions, AAUW New York State Division, 1983-1986	Box 1 (3- President's File)	Folder 24
Conventions, AAUW New York State Division, 1987-1989, 1992	Box 1 (3- President's File)	Folder 25
Diversity Policy, 1988	Box 1 (3- President's File)	Folder 26
Educational Foundation (1 of 2), 1986-1990	Box 1 (3- President's File)	Folder 27
Educational Foundation (2 of 2), 1986-1990	Box 1 (3- President's File)	Folder 28
Educational Foundation - Annual Reports and Directories, 1988-1991	Box 1 (3- President's File)	Folder 29
Events, 50th Anniversary, 1940	Box 1 (3- President's File)	Folder 30
Events, 100th Anniversary, 1990		

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	Box 1 (3- President's File)	Folder 31
Events, Fashion Show, 1991	Box 1 (3- President's File)	Folder 32
Events, Field Trip to Val Kill, 1990	Box 1 (3- President's File)	Folder 33
Finances, Audit Reports, 1984-1987	Box 1 (3- President's File)	Folder 34
Finances, Receipts and Disbursements, 1991-1992	Box 1 (3- President's File)	Folder 35
Finances, Treasurer's Reports, 1985-1992	Box 1 (3- President's File)	Folder 36
International Relations Handbook, 1983	Box 1 (3- President's File)	Folder 37
Leadership - Reference material, ca. 1990	Box 1 (3- President's File)	Folder 38
Leadership Roles, ca. 1990	Box 1 (3- President's File)	Folder 39
Legislation, Equity Action Vote Project, 1986	Box 1 (3- President's File)	Folder 40
Legislation, Legal Advocacy Fund, 1984-1989	Box 1 (3- President's File)	Folder 41
Legislation, New York Legislative Forum, 1986-1992	Box 1 (3- President's File)	Folder 42
Legislation, misc., 1986-1989	Box 1 (3- President's File)	Folder 43
Marketing, Image, 1986	Box 1 (3- President's File)	Folder 44
Marketing, Visibility Training Manual, ca. 1990	Box 1 (3- President's File)	Folder 45
Membership Information, ca. 1988		

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	Box 1 (3- President's File)	Folder 46
Miscellaneous (programs, minutes, etc.), 1980-1986	Box 1 (3- President's File)	Folder 47
Needs Assessment Program, 1981	Box 1 (3- President's File)	Folder 48
Newsletters, Action Guide, 1987-1988	Box 1 (3- President's File)	Folder 49
Newsletters, Leader in Action, 1987, 1989-1992	Box 1 (3- President's File)	Folder 50
Officers' List, Albany Branch, 1988-1989, 1990-1992	Box 1 (3- President's File)	Folder 51
Panel Discussion Guidelines - Albany Branch, Undated	Box 1 (3- President's File)	Folder 52
Publications and Mailings, Directories, Misc. dates	Box 1 (3- President's File)	Folder 53
Publications and Mailings, President's Communications, Misc. dates	Box 1 (3- President's File)	Folder 54
Publications and Mailings, President's Mailings, 1988	Box 1 (3- President's File)	Folder 55
Publications and Mailings, President's Mailings, 1989	Box 1 (3- President's File)	Folder 56
Publications and Mailings, President's Mailings, 1990	Box 1 (3- President's File)	Folder 57
Publications and Mailings, President's Mailings, 1991	Box 1 (3- President's File)	Folder 58
Publications and Mailings, Reference Material, 1976-1985	Box 1 (3- President's File)	Folder 59
Publications and Mailings, Reference Material, 1984-1990	Box 1 (3- President's File)	Folder 60
Sales Catalog, 1987-1988		

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	Box 1 (3- President's File)	Folder 61
Surveys, Arts Survey of Albany, 1938	Box 1 (3- President's File)	Folder 62
Surveys, AAUW Branch Biennial Survey, 1991	Box 1 (3- President's File)	Folder 63
Surveys, Membership, 1961-1962	Box 2 (3- President's File)	Folder 1
Surveys, Membership, 1987	Box 2 (3- President's File)	Folder 2
Surveys, Questionnaires, 1933-1956	Box 2 (3- President's File)	Folder 3
Surveys, School Policy Survey Project, 1988	Box 2 (3- President's File)	Folder 4
Topics of Interest, 1962-1963	Box 2 (3- President's File)	Folder 5
War Employment, 1943	Box 2 (3- President's File)	Folder 6
Women's Issues, 1985-1986	Box 2 (3- President's File)	Folder 7
Young Women's Christian Association (YWCA), 1988-1989	Box 2 (3- President's File)	Folder 8

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Annual Reports, 1940-1965

Physical Description: 0.5 cubic ft.

Arrangement

Arranged chronologically.

Scope and Contents

The Annual Reports of the AAUW Albany Branch contain the reports filed by the executive officers, committees and study groups to document their activities at the end of every fiscal year. Annual Reports

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from the 1980s and early 1990s may be found in the President's subject files, and committee reports are also found in the Committee Files.

Title/Description	Instances	
Annual Reports, 1940-1941	Box 1 (4-Annual Reports)	Folder 1
Annual Reports, 1941-1942	Box 1 (4-Annual Reports)	Folder 2
Annual Reports, 1942-1943	Box 1 (4-Annual Reports)	Folder 3
Annual Reports, 1943-1944	Box 1 (4-Annual Reports)	Folder 4
Annual Reports, 1944-1945	Box 1 (4-Annual Reports)	Folder 5
Annual Reports, 1945-1946	Box 1 (4-Annual Reports)	Folder 6
Annual Reports, 1946-1947	Box 1 (4-Annual Reports)	Folder 7
Annual Reports, 1947-1948	Box 1 (4-Annual Reports)	Folder 8
Annual Reports, 1948-1949	Box 1 (4-Annual Reports)	Folder 9
Annual Reports, 1949-1950	Box 1 (4-Annual Reports)	Folder 10
Annual Reports, 1950-1951	Box 1 (4-Annual Reports)	Folder 11
Annual Reports, 1951-1952	Box 1 (4-Annual Reports)	Folder 12
Annual Reports, 1952-1953	Box 2 (4-Annual Reports)	Folder 1
Annual Reports, 1953-1954		

	Box 2 (4-Annual Reports)	Folder 2
Annual Reports, 1954-1955	Box 2 (4-Annual Reports)	Folder 3
Annual Reports, 1955-1956	Box 2 (4-Annual Reports)	Folder 4
Annual Reports, 1956-1957	Box 2 (4-Annual Reports)	Folder 5
Annual Reports, 1957-1958	Box 2 (4-Annual Reports)	Folder 6
Annual Reports, 1958-1959	Box 2 (4-Annual Reports)	Folder 7
Annual Reports, 1959-1960	Box 2 (4-Annual Reports)	Folder 8
Annual Reports, 1960-1961	Box 2 (4-Annual Reports)	Folder 9
Annual Reports, 1961-1962	Box 2 (4-Annual Reports)	Folder 10
Annual Reports, 1962-1963	Box 2 (4-Annual Reports)	Folder 11
Annual Reports, 1963-1964	Box 2 (4-Annual Reports)	Folder 12
Annual Reports, 1964-1965	Box 2 (4-Annual Reports)	Folder 13

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Committee Files, 1937-1990

Physical Description: 0.67 cubic ft.

Arrangement

Arranged alphabetically.

Scope and Contents

These files document the work performed by individual committees and their respective chairmen. The series is broken down into seven subseries, each corresponding to a particular committee: Branch History Committee, Fellowship Committee, Hospitality Committee, Membership Committee, Program Committee, Public Information Committee, and the Antique Study Group. Documents within the Committee Files folders are filed chronologically excepting the chairmen's correspondence files, which are filed in reverse chronological order.

Title/Description	Instances	
Antique Study Group Chairman's File, 1959-1975	Box 1 (5-Committee Files)	Folder 1
Branch History Committee Chairman's File, 1937-1990	Box 1 (5-Committee Files)	Folder 2
Branch History Committee - History Material, 1938-1965, 1989/1990	Box 1 (5-Committee Files)	Folder 3
Branch History Committee - Events, 1937-1938	Box 1 (5-Committee Files)	Folder 4
Fellowships Committee Chairman's File, 1955-1960	Box 1 (5-Committee Files)	Folder 5
Fellowships Committee Chairman's File, 1960-1961	Box 1 (5-Committee Files)	Folder 6
Fellowships Committee Chairman's File, 1963-1964	Box 1 (5-Committee Files)	Folder 7
Fellowships Committee Chairman's Correspondence (1 of 2), 1939-1940	Box 1 (5-Committee Files)	Folder 8
Fellowships Committee Chairman's Correspondence (2 of 2), 1939-1940	Box 2 (5-Committee Files)	Folder 1
Fellowships Committee Chairman's Correspondence, 1963-1964	Box 2 (5-Committee Files)	Folder 2
Hospitality Committee Chairman's File, 1954-1969	Box 2 (5-Committee Files)	Folder 3
Membership Committee Chairman's File, 1979-1990	Box 2 (5-Committee Files)	Folder 4
Membership Committee Membership Surveys, 1961-1962		

	Box 2 (5-Committee Files)	Folder 5
Program Committee Chairman's File, 1942-1989	Box 2 (5-Committee Files)	Folder 6
Program Committee Program Schedules, 1984-1989	Box 2 (5-Committee Files)	Folder 7
Public Information Committee Press Releases, 1975-1976	Box 2 (5-Committee Files)	Folder 8
Public Information Committee Pamphlets, 1969	Box 2 (5-Committee Files)	Folder 9
Public Information Committee Correspondence, 1973-1976	Box 2 (5-Committee Files)	Folder 10

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Correspondence, 1936-1965

Physical Description: 1.0 cubic ft.

Arrangement

Arranged chronologically.

Scope and Contents

The Correspondence files are separated into three subseries: Correspondence with Community Organizations, 1941-1953; Correspondence with AAUW Headquarters and New York State and Division, 1951-1957; and General Correspondence, 1936-1965. Documents within the folders are filed in reverse chronological order. The only gaps in the series occur in the General Correspondence files: 1944-1946 and 1951-1952.

Correspondence with Community Service Organizations, 1941-1953

Arrangement

Arranged chronologically.

Title/Description	Instances
Correspondence with Community Service Organizations, 1941-1942	Box 1 (6-Correspondence) Folder 1
Correspondence with Community Service Organizations, 1942-1943	Box 1 (6-Correspondence) Folder 2

Correspondence with Community Service Organizations, 1943-1944	Box 1 (6- Correspondence)	Folder 3
Correspondence with Community Service Organizations, 1944-1945	Box 1 (6- Correspondence)	Folder 4
Correspondence with Community Service Organizations, 1945-1946	Box 1 (6- Correspondence)	Folder 5
Correspondence with Community Service Organizations, 1946-1947	Box 1 (6- Correspondence)	Folder 6
Correspondence with Community Service Organizations, 1947-1948	Box 1 (6- Correspondence)	Folder 7
Correspondence with Community Service Organizations, 1949-1950	Box 1 (6- Correspondence)	Folder 8
Correspondence with Community Service Organizations, 1950 -1951	Box 1 (6- Correspondence)	Folder 9
Correspondence with Community Service Organizations, 1951-1952	Box 1 (6- Correspondence)	Folder 10
Correspondence with Community Service Organizations, 1952-1953	Box 1 (6- Correspondence)	Folder 11

Correspondence with AAUW Headquarters and New York State Division, 1951-1957

Arrangement

Arranged chronologically.

Title/Description	Instances	
Correspondence with AAUW Headquarters and New York State Division, 1951-1953	Box 1 (6- Correspondence)	Folder 12
Correspondence with AAUW Headquarters and New York State Division, 1953-1954	Box 1 (6- Correspondence)	Folder 13
Correspondence with AAUW Headquarters and New York State Division, 1954-1955	Box 1 (6- Correspondence)	Folder 14
Correspondence with AAUW Headquarters and New York State Division, 1955-1956	Box 1 (6- Correspondence)	Folder 15
Correspondence with AAUW Headquarters and New York State Division, 1956-1957	Box 1 (6- Correspondence)	Folder 16

Correspondence (General), 1936-1965

Arrangement

Arranged chronologically.

Title/Description	Instances	
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American Association of University Women, Albany Chapter; Records

Correspondence (General), 1936-1943	Box 1 (6- Correspondence)	Folder 17
Correspondence (General), 1947-1950	Box 1 (6- Correspondence)	Folder 18
Correspondence (General), 1953-1954	Box 1 (6- Correspondence)	Folder 19
Correspondence (General), 1954-1955	Box 1 (6- Correspondence)	Folder 20
Correspondence (General), 1955-1956	Box 1 (6- Correspondence)	Folder 21
Correspondence (General) (1 of 2), 1956-1957	Box 1 (6- Correspondence)	Folder 22
Correspondence (General) (2 of 2), 1956-1957	Box 1 (6- Correspondence)	Folder 23
Correspondence (General), 1958-1959	Box 1 (6- Correspondence)	Folder 24
Correspondence (General), 1959-1960	Box 1 (6- Correspondence)	Folder 25
Correspondence (General), 1960-1961	Box 1 (6- Correspondence)	Folder 26
Correspondence (General), 1961-1962	Box 1 (6- Correspondence)	Folder 27
Correspondence (General), 1962-1964	Box 1 (6- Correspondence)	Folder 28
Correspondence (General) (1 of 2), 1963-1964	Box 1 (6- Correspondence)	Folder 29
Correspondence (General) (2 of 2), 1963-1964	Box 1 (6- Correspondence)	Folder 30
Correspondence (General), 1964-1965	Box 1 (6- Correspondence)	Folder 31

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Bulletins, 1941-1990

Physical Description: 0.5 cubic ft.

Arrangement

Arranged chronologically.

Scope and Contents

The AAUW Albany Branch Bulletins are distributed monthly to inform members of meeting dates and locations, changing policies, current positions on legislative issues, upcoming events, and dues information. The bulletins contain no gaps.

Title/Description	Instances	
Bulletins, 1941-1946	Box 1 (7-Bulletins)	Folder 1
Bulletins, 1947-1951	Box 1 (7-Bulletins)	Folder 2
Bulletins, 1952-1954	Box 1 (7-Bulletins)	Folder 3
Bulletins, 1955-1958	Box 1 (7-Bulletins)	Folder 4
Bulletins, 1959-1965	Box 1 (7-Bulletins)	Folder 5
Bulletins, 1966-1971	Box 1 (7-Bulletins)	Folder 6
Bulletins, 1972-1975	Box 1 (7-Bulletins)	Folder 7
Bulletins, 1976-1981	Box 2 (7-Bulletins)	Folder 1
Bulletins, 1982-1984	Box 2 (7-Bulletins)	Folder 2
Bulletins, 1985-1990	Box 2 (7-Bulletins)	Folder 3

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Yearbooks, 1913-1991

Physical Description: 0.34 cubic ft.

Arrangement

arranged chronologically.

Scope and Contents

The Albany Branch Yearbooks contain the names, telephone numbers, and addresses of all members of the branch. The yearbooks are text only, there are no photos. The yearbooks contain no gaps.

Title/Description	Instances
Yearbooks, 1913-1940	

	Box 1 (8-Yearbooks)	Folder 1
Yearbooks, 1940-1960	Box 1 (8-Yearbooks)	Folder 2
Yearbooks, 1960-1980	Box 1 (8-Yearbooks)	Folder 3
Yearbooks, 1980-1990	Box 1 (8-Yearbooks)	Folder 4

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Scrapbooks and Ephemera, 1936-1972

Physical Description: 1.0 cubic ft.

Arrangement

Arranged alphabetically.

Scope and Contents

This series contains scrapbooks of newspaper clippings and documentary material of the Albany branch's activities, members, and interests. Other ephemeral items contained in the series include photographs, proclamations of the Mayor of Albany, clothing and tote bags.

Title/Description	Instances
AAUW T-shirt, yellow, Undated	Box 1 (9-Scrapbooks and Ephemera)
AAUW tote bag, white, Undated	Box 1 (9-Scrapbooks and Ephemera)
AAUW tote bag, red, Undated	Box 1 (9-Scrapbooks and Ephemera)
ERA apron, blue, Undated	Box 1 (9-Scrapbooks and Ephemera)
Christmas song book, Undated	Box 1 (9-Scrapbooks and Ephemera)
Career Fair photographs, 1981	Box 1 (9-Scrapbooks)

American Association of University Women, Albany Chapter; Records

	and Ephemera)
Proclamations, City of Albany New York, Office of the Mayor, 1989, 1991	Box 1 (9-Scrapbooks and Ephemera)
Scrapbook #1, Publicity Notes, 1941-1957	Box 1 (9-Scrapbooks and Ephemera)
Scrapbook #2, Publicity, public information, 1963-1972	Box 1 (9-Scrapbooks and Ephemera)
Scrapbook #3, 1950-1962	Box 1 (9-Scrapbooks and Ephemera)
Scrapbook #4, 1936-1941	Box 1 (9-Scrapbooks and Ephemera)

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