

UNIVERSITY *of* PENNSYLVANIA



The University Archives
and Records Center

A Guide to the
University of Pennsylvania Women's Club Records
1910-2000

6.0 Cubic feet

UPQ 1210

Prepared by Amy Miller
May 2001

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TABLE OF CONTENTS

PROVENANCE..... 1

ARRANGEMENT..... 1

HISTORICAL NOTE..... 2

SCOPE AND CONTENT..... 2

INVENTORY..... 4

BY-LAWS, HISTORY..... 4

MINUTES..... 4

COMMITTEES..... 5

ACTIVITIES..... 5

CORRESPONDENCE..... 5

FINANCIAL RECORDS..... 6

MEMBERS..... 8

MISCELLANEOUS..... 9

NEWSLETTERS..... 9

SCHOLARSHIP FUND..... 9

SERVICES..... 9

UNIVERSITY TEA COMMITTEE..... 10

CHRONOLOGICAL FILE..... 10

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PROVENANCE

The collection was donated by the University of Pennsylvania Women's Club in several parts: 1967 (accession number 67/71), 1970 (accession number 70/48), 1979 (accession number 14-79), and 2000 (accession numbers 2000:38, 2000:45, 2000:75). One scrapbook was originally classed as part of Office of the Recorder records.

ARRANGEMENT

This collection is arranged into thirteen series: By-laws, History, 1928-1996; Minutes, 1910-1965; Committees, 1965-1976; Activities, 1914-1974; Correspondence, 1968-1994; Financial Records, 1916-1995; Members, 1918-1999; Miscellaneous; Newsletters, 1973-1982; Scholarship fund, 1952-1999; Services, 1917-1989; University Tea Committee, 1914-1942; and Chronological File, 1911-2000. The Minutes and Chronological File series are arranged in chronological order. All other series are arranged first alphabetically and then chronologically within the series.

HISTORICAL NOTE

The University of Pennsylvania Women's Club originated in 1906 when Mary Spring Gardiner Frazier, wife of the Dean of the Medical School, Charles Harrison Frazier, organized an informal gathering for several faculty wives to meet every two weeks for tea. It was officially founded, however, in 1910 under the name of the Faculty Tea Club of the University of Pennsylvania. Its membership was open to the wives, mothers, daughters, and sisters of all members of the faculty, University administration, and board of trustees. The original object of the club was to "promote good fellowship among its members and throughout the University."

Over the course of its existence, the Women's Club expanded its mission from inspiring fellowship among the faculty wives to aiding new faculty members, offering services for women, funding female students' educations, and performing community service. It fulfilled its mission in the early years by organizing weekly teas during the academic year in which speakers would discuss a wide variety of topics, mostly relating to current events. During the First and Second World Wars, the club worked actively to support the war by selling war bonds and working with the Hospital of the University of Pennsylvania. In the 1920s, a scholarship and loan fund was established to assist women students at the University. After the death of the first president of the University in 1948, the name of the fund was changed to the Thomas S. Gates Scholarship Fund. The fund continues to the present and has aided many women students who would later become prominent such University President Judith Rodin. In 1971, the Faculty Tea Club formed a project called Resources for Women that provided assistance for women re-entering the work field. Although the name of the Faculty Tea Club had been in contention almost since its inception, the name was officially changed to the University of Pennsylvania Women's Club in 1983.

In 1942 the University Tea Committee merged with the Women's Club. The University Tea Committee was founded around 1915 with membership open to family members of the trustees and faculty. It remained active until 1932; after a ten-year hiatus, the University Tea Committee turned over its treasury to the Women's Club.

SCOPE AND CONTENT

The University of Pennsylvania Women's Club Records contains material of its activities and official business. The bulk of the collection contains financial records and a chronological file. The

financial records are in the form of ledgers, check stub books, banks statements and correspondence and date back to the founding of the Club in 1910. The numerous activities and lectures hosted and sponsored by the Club are documented in several scrapbooks and correspondence found in the Activities and Chronological File series. In addition to these sources, the official decisions and actions of the Club are recorded in the minute books for the years 1910 to 1925 and 1935 to 1965 in the Minutes series as well as the loose copies of the minutes filed in the Chronological File series after 1965. The collection also contains correspondence, financial records, and lists of recipients of the Thomas S. Gates Scholarship from 1952 to 1999 in the Scholarship Fund series.

The only surviving record of the University Tea Committee is in the form of ledger of the club's accounts from 1914 to 1932.

**University of Pennsylvania Women's Club Records
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UPQ 1210

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INVENTORY

BY-LAWS, HISTORY	Box	Folder
By-laws 1938 1948	3	12
By-laws 1969-1980	3	13
By-laws, board meetings 1948-1996	3	14
Guidelines	3	15
History 1928-1987	3	16
Reference folder 1969-1970	3	17
MINUTES	Box	Folder
Undated	4	9
1910-1916	4	10
1917-1925	4	11
1935-1941	4	12
1941-1953	4	13
1951-1954	4	14
1955-1959	4	15
1960-1965	4	16

COMMITTEES	Box	Folder
Annual Committee Reports		
1969-1970	1	8
1965-1966	1	9
1975-1976	1	10
Program Chairman 1968-1976	1	11
Women's Advisory Committee of the Christian Association 1955-1966	1	12
ACTIVITIES	Box	Folder
President's folder 1956-1963	1	1
Programs, undated	1	2
Scrapbook with invitations, announcements, correspondence, clippings 1914-1917	3	11
Scrapbook with official business, ballots, programs, members 1919-1939	1	3
Scrapbook with official business, ballots, programs, members 1938-1960	1	4
Speakers' curriculum vitae	1	5
Spring Luncheon and Flower Show 1949-1968	1	6
Yearly summary of activities 1969-1974	1	7
CORRESPONDENCE	Box	Folder
General 1968-1988	1	13
Invitations for membership	1	14
Invitations for newcomers 1990-1994	1	15
Muriel Harris 1982	1	16

Suggestions for revitalization, reorganization	1	17
Undated	1	18
FINANCIAL RECORDS		
	Box	Folder
Audited Treasurer's Report		
1965-1973	1	19
1969-1974	1	20
1975-1976	1	21
1976-1977	1	22
1977-1978	1	23
1978-1979	1	24
1984-1985	1	25
Reports		
1947-1971	1	26
1948-1963	1	27
1969-1980	1	28
1980-1981	1	29
1985-1987	1	30
Monthly reports 1946-1954	1	31
Annual reports 1961-1969	1	32
Bank records		
1956-1959	1	33
1965-1968	1	34
1968-1971	1	35
1971-1973	1	36

University of Pennsylvania Women's Club Records

UPQ 1210

1971-1974	1	37
1972-1989	2	1
1974-1975	2	2
1975-1976	2	3
1976	2	4
Budgets 1959-1981	2	6
Checkbook 1983-1991	2	7
Checks 1987-1995	2	8
Correspondence re: scholarship and contributions 1929 1946-1955	2	9
Insurance 1963-1972	2	10
Ledgers		
1945-1957	2	11
1953-1957	2	12
1957-1959	2	13
1987-1997	2	14
Dues 1957-1974	2	15
Loan fund 1927-1945	2	16
Regular fund 1916-1929	2	17
Miscellaneous		
1968-1994	2	18
1981-1982	2	19
1982-1983	2	20
1983-1984	2	21
Notebook 1972-1987	2	22

Check Stub Registers

1944-1949	3	1
1949-1951	3	2
1951-1953	3	3
1953-1955	3	4
1955-1957	3	5
1957-1960	3	6
1960-1970	3	7
1970-1979	3	8
1974-1977	3	9
1975-1976	3	10

MEMBERS	Box	Folder
Directory 1918-1925	3	18
Directory 1927-1930	OS 1	
Directories and guides ("Bluebooks") 1973-1979	3	20
Directories and guides ("Bluebooks") 1979-1988	3	21
Directories and guides ("Bluebooks") 1989-1999	3	22
Honorary and Courtesy Members 1964-1981	4	1
Honorary director certificate, Birgit M. DeGennaro	4	2
Lists 1962-1978	4	3
Member cards (1) 1975-1977	4	4
Member cards (2) 1975-1977	4	5
Member cards (blank)	4	6
Officers and directors 1910-1930	4	7

University of Pennsylvania Women's Club Records

UPQ 1210

Presidents	4	8
<hr/>		
MISCELLANEOUS	Box	Folder
Gavel	6	20
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NEWSLETTERS	Box	Folder
1973-1982	4	17
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SCHOLARSHIP FUND	Box	Folder
Correspondence 1965-1987	4	18
Correspondence 1968-1987	4	19
Correspondence 1986	4	20
Correspondence, fund balances 1952-1964	4	21
Donations 1974-1980	4	22
Miscellaneous 1978-1986	4	23
Recipients		
1952-1999	4	24
1965-1969	4	25
1970-1979	4	26
1980-1989	5	1
Thomas S. Gates, obituary	5	2
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SERVICES	Box	Folder
1969-1989	5	3
Guide for new members	5	4

Resources for Women

1971-1980	5	5
1972	5	6
1972-1981	5	7
Housing file 1975-1976	5	8
World War I French orphan contributions 1917-1919	5	9

UNIVERSITY TEA COMMITTEE**Box****Folder**

Rules, correspondence, financial records 1914-1942

5

10

CHRONOLOGICAL FILE**Box****Folder**

1911-1912

5

11

1948-1949

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12

1949-1950

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1950-1951

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1951-1952

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1952-1953

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1956-1957

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1957-1958

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1958-1959

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1959-1960

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1960-1961

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1961-1962

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1962-1963

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1963-1964

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24

University of Pennsylvania Women's Club Records

UPQ 1210

1964-1965	5	25
1965-1966	5	26
1966-1967	5	27
1967-1968	5	28
1968-1969	5	29
1969-1970	5	30
1970-1971	5	31
1971-1972	5	32
1971-1972, Symposium 1971-1972	5	33
1972-1973	5	34
1973-1974	5	35
1974-1975	5	36
1975-1976	5	37
1976-1977	5	38
1977-1978	5	39
1978-1979	5	40
1979-1980	5	41
1980-1981	5	42
1981-1982	5	43
1982-1983	5	44
1983-1984	5	45
1984-1985	6	1
1985-1986	6	2
1986-1987	6	3

University of Pennsylvania Women's Club Records

UPQ 1210

1987-1988	6	4
1988-1989	6	5
1989-1990	6	6
1990-1991	6	7
1991-1992	6	8
1992-1993	6	9
1993-1994	6	10
1994-1995	6	11
1995-1996	6	12
1996-1997	6	13
1997-1998	6	14
1998-1999	6	15
1998-1999, President's folder 1998-1999	6	16
1998-1999, Relocation committee 1998-1999	6	17
1998-1999, Room committee 1998-1999	6	18
1999-2000, President's Folder 1999-2000	6	19
1987-1995	2	5