

WOMEN IN COMMUNICATIONS, INC. RECORDS, 1915-

Collection #
M 0375
OMB 0052

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Series 1 Processed by Connie McBirney
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Updated 3 January 2002
Manuscript Collections Department
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Indiana Historical Society
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COLLECTION INFORMATION

VOLUME OF COLLECTION:	44 manuscript boxes; 3 oversize boxes and 1 flat file folder
COLLECTION DATES:	1915-
PROVENANCE:	Women in Communications, Inc., P. O. Box 1343, Indianapolis, IN 46206
RESTRICTIONS:	none
REPRODUCTION RIGHTS:	Permission to reproduce or publish material in this collection must be obtained in writing from the Indiana Historical Society.
ALTERNATE FORMATS:	none

OTHER FINDING AIDS: none

RELATED HOLDINGS:

ACCESSION NUMBER: This is an open collection; accession numbers include:
1982.0214, 1984.0521, 1987.0074, 1987.0566, 1988.0449,
1990.0427, 1991.0022, 1992.0596, 1993.0556, 1993.0618,
1995.0536

NOTES: This is an open collection. Additions are made periodically.

HISTORICAL SKETCH

On December 10, 1928 the Indianapolis Chapter of Women in Communications, formerly known as Theta Sigma Phi, came into being under the sponsorship of student members from Butler, Indiana and DePauw University University. This local chapter is just one of hundreds which comprise an international organization.

Women in Communications, Inc. was founded in 1909 at the University of Washington, Seattle, as Theta Sigma Phi, a college honorary organization for women in journalism. In 1972 the name Theta Sigma Phi was changed to Women in Communications. Also in 1972, men were accepted as members. National headquarters for the organization were established in Austin, Texas in the 1930's.

Members of the organization come from all fields of the communication industry including newspapers, magazine, radio, television, communications teaching, public relations, photo journalism, advertising, and free-lancing. The organization is dedicated to current issues in communications such as the Equal Rights Amendment (ERA), defending First Amendment guarantees and rights, promoting professional recognition and membership to women and racial minorities, and promoting the role women play and the image they project. They stress that they are "a continuing force that strives to serve our career women everywhere" and not just a sorority or honorary left behind in school.

Since its inception the Indianapolis Chapter has been an active group on both the local and national level. There have been several members from the Indianapolis chapter to serve as national officers and as editor of the national magazine, Matrix. Central Indiana had been the site of five regional or national conferences. There have been four in Indianapolis, 1934, 1953, 1979 and 1985 and two in Bloomington, 1941 and 1976.

On the local level, the Indianapolis Chapter has been active in providing communications education on the secondary and college levels as well as through continuing education by offering manuals, workshops, conferences, internships and management seminars. The Indianapolis chapter also provides an annual scholarship and gives several awards to community civic groups, corporations or individuals including a High School Journalism Award, the Frances Wright Award for distinguished service in journalism by a Hoosier woman, Those Special People "TSP" awards for outstanding civic duty, a Worthwhile Industry Award for outstanding corporate civic duty, a college Campus Communication Award for outstanding college journalism in Indiana and a Woman of the Year Award.

During the 1940's the Indianapolis Chapter adopted a French Girl and her family and helped them out by sending them food and clothing. The correspondence, several photographs and postcards from the French Girl are included in the collection.

The Indianapolis Chapter has also been active politically by providing Annual Legislative Awareness Seminars and by supporting legislation on several key issues. They have provided information and backing to support freedom of information legislation and for legislation benefiting the communications industry and guaranteeing equal rights for women.

SCOPE AND CONTENT NOTE

Series I of this collection includes minutes and business expense records as well as general correspondence and newspaper clippings. A large portion of the collection is taken up by past issues of publications both locally and nationally produced. Boxes 8-14 consist of papers concerned with the national chapter. A small photo collection is also included.

The 1986 donation (Series II) contains the organization's records from 1981-1986. In addition to the same types of records (minutes, correspondence and publications) that are found in Series I, the collection contains extensive materials and correspondence from the WICI National Professional Conference held in Indianapolis in 1985. The largest part of the conference items deal with organization and fund-raising.

The 1988 donation (Series III) contains organizational records for 1986-1988 but consists in large part of financial records for 1969-1988. The records are in the form of ledgers and receipts with financial correspondence attached. There is also material dealing with the Matrix dinners sponsored by WICI for the years 1980-1986.

The donations between 1988 and 1994 (Series IV) include primarily records from the 1980's with a few items dating from the 1970's and 1990's. The same type of general information (correspondence, minutes, and memos) continues in this series of the collection. In addition to these items there are extensive financial, programs, membership, and scholarship records from the 1980's as well as information on the 1985 National Professional Conference.

The 1995 donation (Series V) which includes records for 1928-1978 contains a large variety of material. Much of the material deals with the annual Matrix Table Luncheon (1938-1975). Also included are local and national programs (1934-1974) as well as the organization's yearbooks 1946-1968. There are three scrapbooks (1928-1970) which contain newspaper clippings, photographs and other organizational information.

Photographic materials in the collection (Series I & III) are stored in Visual Collections. They include photographs and negatives from the 1950's through the 1980's with a few photographs from before 1950. Events that are pictured include: the 1974 WICI Seminar, the 1975 Legislative Awareness Seminar, the 1979 Regional Meeting, and the 1986 Matrix table. Most of the photographs however, are miscellaneous and grouped by date.

BOX AND FOLDER INVENTORY

SERIES I

Box 1: By-laws, Minutes, Financial Records, 1934-1978

FOLDER	CONTENTS
1-2	Chapter By-Laws, 1954-1978.
3-12	Minutes, 1941-1977.
13	Annual Year End Report, 1946-1975.
14	Financial Statements and Reports, 1959-1970.
15	Bank Statements and Checks, 1963-1968.
16	Expense Reports, 1934-1959.
17	Receipts/Expenses, 1961-1968.
18	Operating and Expense Reports, 1973-1977.

19-20 Tax Information, 1960-1976.

Box 2: Financial Records, 1951-1961; General Files, 1930-1975

FOLDER	CONTENTS
1	Account Book, 1951-1961.
2	Respect Book, 1961-1964.
3-13	Correspondence and Papers, 1930-1975.

Box 3: General Files, 1938-1981

FOLDER	CONTENTS
1-2	Correspondence and Papers, 1976-1981
3-4	"The French Girl" Correspondence and Papers, 1946-1950.
5-7	Matrix Tables, 1958-1981.
8	History--Background Material.
9	Board and Committee Member List, 1971-1978.
10-12	Calendar/Directors, 1938-1981.

Box 4: General Files, 1939-1980

FOLDER	CONTENTS
1-2	News Releases, 1957-1979.
3	Indianapolis Progress Committee, 1976-1977.
4	Master Action Plan, 1980.
5	Matrix Emblem.
6	Memorial Bookplate.
7-8	Programs, Announcements, etc, 1941-1969.
9-10	Lists--Invitation, Membership, 1939-1967.
11-14	Ritual, Initiation Material, 1940-1972.
15	Chapter Survey, 1976-1977.

16	Biographical Material.
17	Obituary File.
18	Louise Eleanor Ross Kleinhenz.

Box 5: Newspaper Clippings, 1950-1981

FOLDER	CONTENTS
1-15	Newspaper Clippings, 1950-1981.

Box 6: General Files, 1953-1980

FOLDER:	CONTENTS
1	Miscellaneous Papers.
2-4	Professional Membership Information, 1960-1980.
5	Student Scholarship Information, 1973-1978.
6	Student Membership Applications, 1979-1980.
7	Editorial, Speeches, Script, 1972-1973.
8	Alumnae Lists, 1927-1951.
9	Alumnae-At-Large Newsletter, 1953-1954.
10	Alumnae-At-Large, 1953-1957.
11	Awards, Certificates, 1970-1975.
12	Hoosier Headliners Contest, 1948-1953.
13	Publicity Clinic, 1951-1959.
14	ERA Education Package, 1970's.
15-17	Public Relations and Publicity courses taught at IUPUI, 1970-1981.
18	Cincinnati Chapter Publicity Handbooks, 1971.
19	Coke Teen Party, 1956-1958.
20-22	Hospitalized Veteran Writing Project, 1953-1966.

Box 7: General Files, 1953-1981

FOLDER	CONTENTS
1-2	TSP Awards, 1965-1973.

3-4	High School Journalism Awards, 1962-1980.
5:	Headliners Award Information, 1971.
6	Quill and Scroll Press Day, 1971-1977.
7	Annual Legislative Awareness Seminar, 1973-1981.
8	Worthwhile Industry and Company Award, 1979.
9	College Campus Communication Award, 1979.
10	De Trevino Dinner, 1962.
11-18	WICI Regional Conference, 1976-1979.
19	Program Schedules, 1966.
20	Lists--Attendance, Reservations.
21	Special Conferences, Meetings, 1975-1980.
22	Indianapolis Star and News Publicity Guides, 1954-1960
23	Publicity Handbooks.
24	Manual for Annual Chapters, 1953-1963.
25	Indianapolis Women's Club Directory, 1976-1977.

Box 8: General Files, 1936-1981

FOLDER	CONTENTS
1	News Bulletins--Other Groups, 1943-1954.
2	The Theta Signal Publication, 1962.
3	The Butler Collegian, 1926-1958.
4	Butler University Programs, Bulletins, 1963-1964.
5	Bulletins--Other Groups, 1979-1980.
6	Journalism Scholarship Guide, 1973.
7	Indianapolis Publicity Information, 1978.
8	Peeking Picnicker Bulletin, 1936-1942.
9-19	Indianapolis Chapter File Newsletter, 1950-1981.

Box 9: National Records, 1940-1980

FOLDER	CONTENTS
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1-6	National Newsletter, 1941-1980.
7-8	National Leadership Bulletin, 1974-1977.
9-15	National Matrix Magazine, 1915-1940.

Box 10: National Records, 1940-1955

FOLDER	CONTENTS
1-14	National Matrix Magazine, 1940-1955.

Box 11: National Records, 1956-1970

FOLDER	CONTENTS
1-14	National Matrix Magazine, 1956-1970

Box 12: National Records, 1926-1978

FOLDER	CONTENTS
1-8	National Matrix Magazine, 1970-1978
9-11	National Organization Constitution and By-Laws, 1918-1977.
12-13	National Membership Directories, 1926-1947, 1957.

Box 13: National Records, 1936-1975; Annual Meetings, 1936-1979

FOLDER	CONTENTS
1-2	National Membership Directories, 1973-1975
3-6	Annual National Reports, 1936-1958.
7-8	Annual Meeting Reports, 1964-1969.
9-14	Annual National Conventions, 1927-1979.

Box 14: General Files, Scrapbooks, Minutes, 1945-1981

FOLDER	CONTENTS
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1	Regional Meetings, 1971-1981.
2	National Membership Task Force, 1976-1977.
3	National Development Committee Plan, 1977.
4	National Information, 1966-1981.
5	Other Chapter Information, 1976-1978.
6	Press Woman, 1976-1977.
7	Professional Panhellenic Association, 1945-1957.
8	(OMB) Scrapbook 1947-1952; Srapbook 1954-1955 (Flat File: FF 11-m); Scrapbook 1952-1965; Scrapbook, 1968-1969
9-14	Minutes 1967-1983
15	1982-1983 Regular Business; Notices of the Year End Reports

Box 15: Scholarships, 1976-1983

FOLDER	CONTENTS
1-6	Journalism Scholarship, 1976-1983

Box 16: Scholarships, 1978-1984; Publicity Files, 1978-1979

FOLDER	CONTENTS
1	1981-1982, 1982-19 Contributions and replies to Cont. requests
2	1981-1982, 1982-1983 Scholarship Committee notes and papers
3	1981, 1982 Journalism Career and Scholarship Guides
4	WILI Stationary
5	Contributions, 1978 Matrix Table--Scholarships
6	Contributions, 1979 Matrix Table--Scholarships
7	1980 Matrix Table Scholarship Contributions Report
8	Final Report 1983-1984
9	A Migrant With Hope by: Newby, Elizabeth Loza A Philosopher's Way by: Trueblood, Elton D.
10	Publicity Committee Records, 1978-1979 (Folder 1)

Box 17: Publicity Files, 1978-1979

FOLDER	CONTENTS
1	Publicity Committee Records, 1978-1979 (Folder 2)
2	Publicity Committee Records, 1978-1979 (Folder 3)
3	WIC Indy Regional Meeting, 1979
4	WIC Indy Clips--Regional Meeting

SERIES II**Box 18: General Files, 1981-1985.**

FOLDER	CONTENTS
1	General Files, 1981-1982.
2	General Files, 1982-1983.
3	General Files, 1983-1984.
4	General Files, 1984-1985.

Box 19: General Files 1985-1986; Officers Records, 1981-1984; Development, 1983-1984.

FOLDER	CONTENTS
1	General Files, 1985.
2	General Files, 1986.
3	Public Relations, 1981-1982.
4	Programs V.P., 1982-1983.
5	President Elect, 1983-1984.
6	Development, 1983-1984.
7	Development, 1983-1984.

Box 20: Conferences, 1983-1985; Minutes, 1986-1987, National Professional Conferences, 1985

FOLDER	CONTENTS
1	Regional Conference, March 1983.
2	National Professional Conference, 1983.

3	Regional Conference, March 1984.
4	Regional Conference, April 1985.
5	Image of Women
6	Chapter Operations Manual.
7	Board Minutes, 1985-1986.
8	Board Minutes, September 1986-May 1987.
9	National Professional Conference, 1985.
10	National Professional Conference, 1985.

Box 21: National Professional Conference, 1985.

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SERIES III

Box 22: Organizational Material; Membership Records, Projects; Matrix, 1980-1983.

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2	Board Meeting Minutes, January 1985-May 1987.
3	Board Meeting Minutes, 1987-1988.
4	Operating Fund Reports, 1986-1987.
5	By-Laws and Resolutions, 1986.
6	Policies and Procedures, 1987-1988.
7	Committee Reports, 1986-1987.
8	Minutes, Reports and Budgets, June-December, 1987.
9	Minutes, Reports and Budgets, January-May, 1988.
10	Annual Meeting, 1984.
11	Membership Recruitment and Retention, 1986-1987.
12	Membership Records, 1973-1975.
13	Scholarship, 1984-1985.
14	Academy of Women, 1986-1988.

15	Pan American Games X, 1987.
16	Matrix, 1980.
17	Matrix, 1981-1982.
18	Matrix, 1983.

Box 23 Matrix, 1984-1985; Bank Statements, 1968-1981; Financial Records, 1968-1972

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1	Matrix, 1984.
2	Matrix, 1984. (See also OMB 0052, Box 1, Folder 4)
3	Matrix, 1985.
4	Theta Sigma Phi Bank Statements, 1968-1979.
5	Bank Statements, 1979-1981.
6	Advancement Fund Bank Statements, 1973-1981.
7	Ledger, 1968-1969.
8	Ledger, 1969-1970.
9	Financial Records, 1969-1970.
10	Ledger, 1970-1972.
11	Financial Records, 1970-1971.

Box 24 Financial Records, 1971-1978

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1	Financial Records, 1971-1972.
2	Ledger, 1972-1974.
3	Financial Records, 1972-1973.
4	Financial Records, 1973-1974.
5	Ledger, 1974-1975.
6	Advancement Fund Receipts, 1974-1975.
7	Operating Fund Receipts, 1974-1975.
8	Ledger, 1975-1976.
9	Advancement Fund Receipts, 1975-1976.

10	Operating Fund Receipts, 1975-1976.
11	Operating Fund Records 1976-1977
12-13	Treasurer's Kit, 1977-1978.

Box 25: Financial Records, 1978-1981

FOLDER	CONTENTS
1	Treasurer's Kit, 1978-1979.
2	Financial Records, 1978-1979.
3	Financial Records, 1978-1980.
4	Advancement Fund Receipts, 1980-1981 (Matrix only).
5	Advancement Fund Receipts, 1980-1981 (Other than Matrix).
6	Operating Fund Receipts, June-August, 1980.
7	Operating Fund Receipts, September-November, 1980.
8	Operating Fund Receipts, December, 1980-February, 1981.
9	Operating Fund Receipts, March-May, 1981.

SERIES IV

Box 26: Bylaws and Minutes, 1981-1985

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1	By laws, 1983
2	By laws, 1984
3	Minutes, 1981-1982
4-5	Minutes, Reports, Correspondence, and General Board materials, 1982-1983
6-7	Minutes and Correspondence, 1983-1984
8	Minutes, Correspondence, Notes 1984-1985
9-11	Minutes, Memos, Correspondence, 1984-1985

Box 27: Minutes and Correspondence, 1983-1992

FOLDER	CONTENTS
1-2	Minutes, Memos, Reports and Correspondence 1985
3	Minutes of Executive Committee and full Board Meetings, 1987-1988
4	Minutes, 1988-1989
5	Minutes, 1991-1992 Fiscal Year
6	Correspondence and Reservation List, WTHR Television, 1985
7-10	Correspondence and Reports, 1983-1984
11	Correspondence, 1984

Box 28: Correspondence, 1984-1987

FOLDER	CONTENTS
1	Correspondence and Notes, 1984
2-3	Correspondence, Reports, Notes, 1984-1985
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6	1987

Box 29: Financial Records, 1971-1982

FOLDER	CONTENTS
1	Taxes 1971-1972 and older
2	Taxes 1972-1973
3	Taxes 1973-1974
4	Taxes 1974-1975
5	Taxes 1975-1976
6	Taxes 1976-1977
7	Taxes 1977-1978
8	Taxes 1978-1979
9	Taxes 1979-1980
10	Taxes 1980-1981
11	Taxes 1981-1982

12	Taxes, Miscellaneous Returns, Communications, and memos, 1982, 1984, 1986-1987
13	Taxes and Communications, 1985-1986
14	Advancement Expenses, 1981-1982
15	1981-1982 Advancement Income
16	1981-1982 Advancement Information
17	1981-1982 Bank Statements
18-19	1981-1982 Financial Notebook
20	1981-1982 Matrix
21	1981-1982 Matrix receipts
22	1981-1982 Operating Fund Receipts

Box 30: Financial Records, 1981-1984

FOLDER	CONTENTS
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2	Bank Statements, 1982-1983
3-5	1982-1983
6-8	Financial reports, communications and memos, 1982-1984
9	1983-1984
10	1983-1984; Advancement fund checks/deposit slips
11	1983-1984 Bank Statements
12	Liquid Green Trust, 1983-1984

Box 31: Financial Records, 1983-1985

FOLDER	CONTENTS
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2	Professional development series 1984
3-4	1984-1985
5	1984-1985 Advancement-Bank Statements
6	1984-1985 Advancement-President, 75th Anniversary

7	1984-1985 Advancement--Progress of Women in Communication
8	1984-1985 Advancement--P.R. Seminar
9	1984-1985 Advancement--Scholarship
10	1984-1985 Advancement--V.P. Programs (Matrix)
11	Budget, 1984-1985
12-13	Financial Reports and memos, 1984-1985
14	1984-1985 Liquid Green Trust
15	1984-1985 Operations--Bank Statements
16	1984-1985 Operations--President
17	1984-1985 Operations--President-elect
18	1984-1985 Operations--Student Affairs and Student Chapters
19	1984-1985 Operations--Vice President Finance
20	1984-1985 Operations--Vice President Membership services
21	1984-1985 Operations--Vice President Programs

Box 32: Financial Records, 1985-1986

FOLDER	CONTENTS
1	1985-1986 Advancement Fund Bank statements
2	1985-1986 Advancement fund-President elect
3	1985-1986 Advancement Fund-Vice President Membership Services
4	1985-1986 Advancement Fund-Vice President Programs
5	1985-1986 Advancement-Fund-V.P. Student affairs
6	1985-1986 Checkbook
7	1985-1986 Correspondence received
8	1985-1986 Correspondence written and miscellaneous
9-11	1985-1986 Financial notebook
12	1985-1986 Financial notebook, operating Fund V.P. Membership Services
13	1985-1986 Operating Fund Bank statements
14	Notebook 1985-1986 Operating fund-President

- 15 Notebook 1985-1986 Operating fund-President-elect
- 16 Notebook 1985-1986 Operating fund-Vice President Finances
- 17 Notebook 1985-1986 Operating fund-Vice President Programs
- 18 Notebook 1985-1986 Operating fund-V.P. Student Affairs

Box 33: Financial Records, 1985-1987

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1	Annual Treasurer Kit, 1985-1987
2	Advancement Fund Bank statements, 1986-1987
3	Advancement and operating funds, 1986-1987
4	Advancement paid bills, receipts 1986-1987
5	Board roster, 1986-1987
6	Budgets, 1986-1987
7	Check registers, 1986-1987
8	Correspondence, 1986-1987
9	Dues, reports, membership, 1986-1987
10	Dues Task Force, 1986-1987
11	1987 Matrix
12	Meeting registration lists, reports, 1986-1987
13	Minutes, 1986-1987
14	National finances, 1986-1987
15	Operating fund, bank statements, 1986-1987
16	Operating fund, In-Kind Contributions, 1986-1987
17	Operating fund-paid bills, deposits, June 1986
18	Operating fund-paid bills, deposits, July 1986
19	Operating fund-paid bills, deposits, August 1986
20	Operating fund-paid bills, deposits, September 1986
21	Operating fund-paid bills, deposits, October 1986
22	Operating fund-paid bills, deposits, November 1986
23	Operating fund-paid bills, deposits, December 1986

24	Operating fund-paid bills, receipts, January 1987
25	Operating fund-paid bills, receipts, February 1987
26	Operating fund-paid bills, receipts, March 1987

Box 34: Financial Records, 1987-1992

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1	Operating fund-paid bills, receipts, April 1987
2	Operating fund-paid bills, receipts, May 1987
3	Reimbursement request form, 1986-1987
4	Review of records and tax returns, 1986-1987
5	Taxes, 1986-1987
6	Signature cards, 1986-1987
7	Special reports, 1986-1987
8	Financial reports
9-10	WICI Board, Miscellaneous, 1987-1988
11-14	1988-1989
15	Monthly financial reports, fiscal 1988-1989
16	1991-1992 fiscal year

Box 35: Program Records, 1983-1985

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1	June 1983
2	July 1983
3	August 1983
4	September 1983
5	October 1983
6	November 1983
7	February 1984
8	March 1984

9	April 1984
10	May 1984
11	June 1984
12	July 1984
13	August 1984
14	September 1984
15	October 1984
16	November 1984
17-18	January 1985
19	February 1985
20	March 1985
21	May 1985

Box 36: Program Records, 1985-1988

FOLDER	CONTENTS
1	June 1985
2	July 1985
3	August 1985
4	1985-1986
5	Meeting checklists
6	Location ideas, 1982-1984
7	Monthly reservation forms, 1983-1984
8	Name tags and commendation forms
9	Mailing labels
10	Sheraton Meridian, 1984
11	Ross Associates, 1985
12	May 1986
13	Speaker ideas, 1980-1986
14	WICI Program ideas, 1985-1986
15	Mid-year and year end reports, 1985-1986

16	1986-1987
17	Program, March 18, 1987
18	Citizens Against Crime, 1987
19-20	General information, 1987-1988

Box 37: Program Records, 1987-1988; Reports, 1981-1983

FOLDER	CONTENTS
1	June 1987 (Executive search)
2	July 1987 (selling ideas to management)
3	August 1987
4	September 1987
5	October 1987
6	November 1987
7	January 1988
8	February 1988
9	March 1988
10	April 1988 (Matrix)
11	May 1988 (Zoo tour and awards)
12	1987-1988 Committee and correspondence
13	Possible speakers/topics, 1987-1988
14	Possible places, 1987-1988
15-16	Matrix info, all areas, 1983
17	Matrix, 1985
18	Matrix, 1986-1987
19	1987 National networking
20	Banquet service information form
21	Reports Year end, and job descriptions, 1981-1982
22	Reports, 1982-1983

Box 38: Reports and Scholarships, 1983-1984

FOLDER	CONTENTS
1	Reports: Mid-year, 1983-1984
2-3	Reports, memos, 1983-1984
4-5	Reports: Mid and end of Year, 1985-1986
6	Reports: Mid year/year end, 1988-1989
7	Scholarship: Correspondence and memos re: 75 th anniversary, 1984-1985; Drunk Driving letter to the Editor contest
8	Scholarship: Essays about Drunk Driving for "Letter to the Editor" contest, 1984; Finalists and Honorable Mentions
9-11	Scholarship: Participants in "Letter to the Editor" contest, 1984

Box 39: Scholarship, 1984-1989

FOLDER	CONTENTS
1	Scholarship: Participants in "Letter to the Editor" contest, 1984
2	Scholarship notebook, 1985-1986: Judy Carley's WICI File
3-4	Scholarship notebook, 1985-1986
5-6	Scholarship: Florence Herz Stone award applicants, 1985-1988
7-8	Scholarship notebook, 1986-1987
9	Scholarship notebook, 1986-1987: WICI contributors
10	Scholarship notebook, 1986-1987: Florence Herz Stone scholarship winner, sample plaque
11-12	Scholarship: Florence Herz Stone Memorial scholarship applicants, 1989

Box 40: Scholarship, General Files, Membership, 1978-1898

FOLDER	CONTENTS
1	Scholarship: Florence Herz Stone Memorial Scholarship 1989 winners
2	Scholarship: Journalism career and scholarship guide 1989
3-6	General files: 1979-1980
7	Membership: Correspondence and membership applications 1978-1980

8 Membership: Memos, correspondence, minutes, bylaws, 1978-1980

Box 41: Membership, Memos, National Professional Conference, 1980-1986

FOLDER	CONTENTS
1-2	Membership: Correspondence, 1980-1981
3	Membership: Directory, 1989-1990
4	Membership: Brochures and applications
5	Membership list
6	Memo: September 1983
7	Memos, notes, letters, resolutions, and amendments, 1983-1984
8	Memos, voting information, pamphlets, and flyers, 1984-1985
9-10	National Professional Conference, 1985
11	National Professional Conference 1985 Financial records: Audio visual
12	National Professional Conference 1985-1986 Financial records: Bank statements
13	National Professional Conference 1985 Financial records: Book sales, Volunteer involvement and hospitality
14	National Professional Conference 1985 Financial records: Early Bird Reception
15	National Professional Conference 1985: General Financial Records
16	National Professional Conference 1985: Financial records: Marketing and promotion
17	National Professional Conference 1985 Financial records: Miscellaneous receipts
18	National Professional Conference 1985 Financial records: Night Out

Box 42: National Professional Conference, Newsletters, Miscellaneous, 1985-1992

FOLDER	CONTENTS
1	National Professional Conference 1985 Financial records: NPC Board Dinner and C.E.U.
2	National Professional Conference 1985 Financial records: President/choir
3	National Professional Conference 1985 Financial records: Program advertising

4	National Professional Conference 1985 Financial records: Publications
5	Newsletters: Pro/Comm 1982-1985 not inclusive (See OMB 0052 Folders 1, 2, 3)
6	Newsletters: WIC Insight, and pamphlets 1984
7	Newsletters: WIC Insight, July 1985-July 1986
8	Newsletters: WIC File, July 1985-August 1987
9	Newsletters: WIC Insight, September 1987-April 1989
10	Newsletters: WIC Insight, September 1990-June 1992
11	Griggs, Mrs. Ruth Marie (Price) 1938, 1948, 1960, 1962 (See also VC-OVB)
12	Handbooks: Theta Sigma Phi (11 copies), 1966-1976, 1980
13	Master Action Plan, 1980
14	Master Plan, 1980
15	Video 1982 June Travis Presentation (stored in VC)
16	WICI IUPUI Chapter, 1984
17	Annual Presidents Kit, 1984-1985
18-20	Vice President for Student Affairs notebook, 1984-1986
21	Matrix Survey, 1985

Box 43: Miscellaneous, 1985-1990

FOLDER	CONTENTS
1	Matrix notebook, 1985-1986
2	Marketing and Public Relations, 1985-1989
3	Marketing: Chapter Guide
4	Manual: Chapter operations, 1987
5	Manual: Sample operating
6	Seiminar and Invitations, 1989-1990
7	Meeting questionnaire
8	Women In Communication Letterhead

Box 44: Visual Materials (Series I, III)--Photographs

FOLDER	CONTENTS
1	1950's and earlier
2	1960's
3	1970-1971
4	1973-1974
5	WICI Seminar, March 14, 1974, Julie Eisenhower
6	Legislative Awareness Seminar, January 1975
7	Indianapolis Regional Meeting, 1979
8	Matrix Reception 1985 Indianapolis Chapter
9	Matrix Table, speaker Mary Alice Williams, April 28, 1986, contact sheet
10	Photographs: No dates

Negatives:

Matrix Table, Speaker Mary Alice Williams, April 28, 1986

color negatives (See: VC-35mm negative storage-color)

Black & white negatives (see: VC-35mm negative storage--b/w and 4x5 acetate negative storage-b/w)

SERIES V

Box 45: Matrix Table (1938-1975), Programs (1934-1974), Yearbooks (1946-1968), Scrapbooks 1928-1970

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CATALOGING INFORMATION

For additional information on this collection, including a list of subject headings that may lead you to related materials:

1. Go to the Indiana Historical Society's [online catalog](#)
2. Click on the "Local Catalog" icon.
3. Search for the collection by its call number, using the letter or letters designation and **four** digits (e.g., M 0715, SC 2234).
4. When you find the collection, go to the "Holdings" screen for a list of headings that can be searched for related materials.

END