

**MEDICAL CENTER ARCHIVES
OF
NEWYORK-PRESBYTERIAN/WEILL CORNELL**

**1300 York Avenue # 34
New York, NY 10065**

Finding Aid To

**THE NATIONAL COUNCIL ON WOMEN'S HEALTH
NATIONAL COUNCIL ON WOMEN IN MEDICINE
REGIONAL COUNCIL FOR WOMEN IN MEDICINE**

**Dates of Records:
1978-1995**

**91 Linear Inches
(20 Boxes)**

**Finding Aid Prepared By:
Elizabeth Shepard
Assistant Archivist
January 18, 2008)**

PROVENANCE:

This collection compiled four different donations into one collection. An unknown donor donated seven boxes of materials, 1 box of materials was donated by Susan Stewart, MD in 1998 and seven boxes of material was removed from the Lila Wallis, MD Papers.

ADMINISTRATIVE/BIOGRAPHICAL NOTE:

In 1977, Lila Wallis of Cornell University Medical College and other women physicians from New York City, New York State, New Jersey, and Connecticut as well as laywomen, health professionals, and patients began planning a regional conference on women in medicine, which was held in March 1979. The program was co-sponsored by Cornell University Medical College, Rockefeller University, Women's Medical Association of New York and the New York State and New Jersey branches of the American Medical Women's Association. As stated in their case statement, the objectives of the conference was to "identify the needs of women physicians, to achieve equal representation in decision making positions in medical institutions, and to improve medical education in the field of women's health. The Second Regional Conference was held in April 1981. That same year, the group organized as the Regional Council for Women in Medicine. The organization continued to plan two more regional conferences in 1983 and 1986. Two additional women's health symposiums were held in 1989 and 1998. They also organized other educational programs such as the Teaching Associates Program (on breast and pelvic exams) in conjunction with Cornell University Medical College and Woman's Health Days at Cornell University Medical College and elsewhere in New York City, and Mother's and Daughters Race Against Teen Smoking. In addition, they engage in research on women's health issues. In 1986, the organization changed its name to National Council on Women in Medicine. In 1986, the Coalition of Offices of Women in Medicine was established as a committee under the National Council on Women in Medicine. (The coalition consisted of staff of several medical schools, which had established women in medicine offices.) In 1992, they changed their name to National Council on Women's Health. In 2001, the organization began a community outreach program for underprivileged seniors. In 2004, they established a Girls Get Healthy program for obese teenage girls.

SCOPE AND CONTENT NOTE:

This collection has been organized into thirteen series: Minutes, Administrative Records, General Correspondence, Financial Records, Membership, Publications, Events: Miscellaneous, Women's Health Day, First Regional Conference, Second Regional Conference, Third Regional Conference, Fourth Regional Conference, and Conference Fundraising Files.

The collection provides a comprehensive record of the organization's activities including the Woman's Health Day programs and the four regional conferences.

Series I: Minutes, 1981-1994 (Boxes 1-3)

The minutes, arranged chronologically, include the Board of Trustees, 1981-1994, Fundraising Committee, 1983, Publications Committee, 1983, and the Coalition of Offices of Women in Medicine, 1986-1992.

Series II: Administrative Records, 1981-1995 (Boxes 3-4)

Administrative records, arranged alphabetically, include the by-laws, certificate of incorporation, charities registration documents, and teaching associates program.

Series III: General Correspondence, 1983-1994 (Box 4)

The general correspondence, arranged chronologically, includes information on the administrative activities of the Council. For correspondence regarding financial matters, publications, miscellaneous events, and the four conferences, please see those series.

Series IV: Financial Records, 1978-1994 (Boxes 5-6)

The financial records, arranged alphabetically, include bank records, correspondence, and financial reports. The series also includes financial statements for the Teaching Associates Program, 1984-1991. For financial records for the four regional conferences, please see those series and the conference fundraising files.

Series V: Membership, 1985-1993 (Box 7)

The membership series, arranged chronologically, includes correspondence, completed dues forms, and lists.

Series VI: Publications, 1972-1995 (Boxes 7-8)

Publications include brochures, newsletters (1984-1995), Modern Breast and Pelvic Exam (2 publications), Exercises for Osteoporosis, Teaching Associates Program Guides, and miscellaneous articles on women in medicine.

Series VII: Events: Miscellaneous, 1981-1993 (Box 8)

Events miscellaneous series includes symposiums on women leadership, 1981-1982, Dear Hillary, 1993, and Harlem Women's Health Day, 1993.

Series VIII: Women's Health Day, 1984-1994 (Boxes 8-10)

Women's Health Day series, arranged chronologically, includes brochures, correspondence, flyers, and programs for the Women's Health Days held here at the medical center from 1984-1994. The Women's Health Day was co-sponsored by the Office of Women in Medicine at Cornell University Medical College.

Series IX: First Regional Conference on Women in Medicine, 1978-1981 (Boxes 10-12)

The First Regional Conference on Women, arranged alphabetically, includes planning committee minutes, correspondence, evaluations, financial records, programs, and publications related to this conference held March 23-25, 1979.

Series X: Second Regional Conference on Women in Medicine, 1979-1982 (Boxes 12-13)

The Second Regional Conference on Women, arranged alphabetically, includes planning committee minutes, correspondence, evaluations, financial records, programs, and publications related to this conference held April 10-12, 1981.

Series XI: Third Regional Conference on Women in Medicine, 1981-1983 (Boxes 13-14)

The Third Regional Conference on Women, arranged alphabetically, includes planning committee minutes, correspondence, evaluations, financial records, programs, and publications related to this conference held April 8-10, 1983.

Series XII: Fourth Regional Conference on Women in Medicine, 1984-1986 (Boxes 14-16)

The Fourth Regional Conference on Women, arranged alphabetically, includes planning committee minutes, correspondence, evaluations, financial records, programs, and publications related to this conference held April 11-13, 1986

Series XIII: Conference Fundraising Files, 1979-1986 (Boxes 16-17)

The fundraising files for the four regional conferences, arranged alphabetically, includes correspondences with various corporations and foundations regarding their financial support.

ACCESS RESTRICTIONS:

No restrictions for this collection.

BOX AND FOLDER LIST:

Box 1: Series I, Minutes, 1981-1994

Folder:	Description:
1	Board of Trustees, bio info
2	Board of Trustees, Minutes, 1981-1982

3	Board of Trustees, Minutes, 1983
4	Board of Trustees, Minutes, 1984
5	Board of Trustees, Minutes, 1985
6	Board of Trustees, Minutes, 1986-1987
7	Board of Trustees, Minutes, 1988

Box 2: Series I, Minutes, 1981-1994

Folder:	Description:
1	Board of Trustees, Minutes, 1989
2	Board of Trustees, Minutes, 1990
3	Board of Trustees, Minutes, 1991
4	Board of Trustees, Minutes, 1992
5	Board of Trustees, Minutes, 1993

Box 3: Series I, Minutes, 1981-1994

Folder:	Description:
1	Board of Trustees, Minutes, 1994
2	Fundraising Committee, 1983
3	Publications Committee, 1983
4	Coalition of Offices of Women in Medicine, 1986-1987
5	Coalition of Offices of Women in Medicine, 1988-1992

Box 3: Series II, Administrative Records, 1981-1995

Folder:	Description:
6	Awards, not dated
7	By-Laws, not dated
8	Certificate of Incorporation, 1981-1982
9	Certificate of Incorporation, Amendment I, 1981-1982
10	Certificate of Incorporation, Amendment II, 1983-1984
11	Certificate of Incorporation, other, 1986-1988
12	Charities Registration, Albany, 1983
13	Charities Registration, Albany, 1983-1984

Box 4: Series II, Administrative Records, 1981-1995

Folder:	Description:
1	Mailing List
2	Mailing List
3	Mailing List

4	Reservation of Name, 1981
5	Support Center, 1985
6	Taxes, 1982-1984
7	Taxes, 1995
8	Tax Exemptions, NYS Sales Tax, 1983
9	Teaching Associate Programs, 1982-1983

Box 4: Series III, General Correspondence, 1983-1994

Folder:	Description:
10	1983-1985
11	1986-1987
12	1990, 1992-1994

Box 5: Series IV, Financial Records, 1978-1994

Folder:	Description:
1	Bank Records, 1978-1986
2	Budget, 1993-1994
3	Correspondence, 1984-1987
4	Correspondence: Fundraising, 1988-1993
5	Correspondence: Helen Moodie, 1983
6	Correspondence: Morris Area Community Foundation, 1986-1988
7	Correspondence: Dena Toussaint, 1984
8	Donors, 1984-1985
9	NIH Grants, 1984
10	Reports, 1980-1982
11	Reports, 1982-1983
12	Reports, 1983-1984
13	Reports, 1984-1985
14	Reports, 1985-1986
15	Reports, 1986-1987
16	Reports, 1987-1988
17	Reports, 1988-1990
18	Salaries, 1981-1983
19	Reports: Cornell University Medical College, 1989
20	Reports: Cornell University Medical College, 1990
21	Reports: Cornell University Medical College, 1991

Box 6: Series III, Financial Records, 1978-1994

Folder:	Description:
1	Reports: Teaching Associates Program, 1984-1985
2	Reports, Teaching Associates Program, 1986-1987
3	Reports: Teaching Associates Program, 1988-1989
4	Reports: Teaching Associates Program, 1990
5	Reports: Network Teaching Associates Program, 1983-1984
6	Reports: Network Teaching Associates Program, 1985
7	Reports: Network Teaching Associates Program, 1986
8	Reports: Network Teaching Associates Program, 1987
9	Reports: Network Teaching Associates Program, 1988
10	Reports: Network Teaching Associates Program, 1989
11	Reports: Network Teaching Associates Program, 1990
12	Reports: Network Teaching Associates Program, 1991

Box 7: Series IV, Membership, 1985-1993

Folder:	Description:
1	1985, 1888
2	1989
3	1990
4	1991
5	1992
6	1992-1993
7	Urologists

Box 7: Series V, Publications, 1972-1995

Folder:	Description:
8	Brochures, not dated
9	Newsletters, 1984-1985, 1988-1989
10	Newsletters, 1990-1995
11	Hysterectomy Article for Newsletter, 1989
12	Modern Breast and Pelvic Exams: Correspondence, 1984-1993
13	Modern Breast and Pelvic Exams: Chapters, 1991-1992
14	Modern Breast and Pelvic Exams: Specs, 1991
15	Modern Breast and Pelvic Exams, 1986

Box 8: Series V, Publications, 1972-1995

Folder:	Description:
1	Modern Breast and Pelvic Exams, 1993
2	Exercises for Osteoporosis, 1984
3	Teaching Associates Program Guides, 1984
4	Women in Medicine: Miscellaneous Articles, 1972-1987

Box 19: Series V, Publications, 1972-1995

Folder:	Description:
1	Survey on Breast and Pelvic Exams, 1978-1980
2	Survey on Breast and Pelvic Exams, 1978-1980

Box 8: Series VI, Events: Miscellaneous, 1981-1993

Folder:	Description:
5	Speakers Bureau, 1980s
6	Symposiums on Women Leadership, 1981-1982
7	Miscellaneous Programs, 1990s
8	Miscellaneous Programs, 1993
9	Dear Hillary, April 1993
10	Harlem Women's Health Day, May 1993

Box 8: Series VII, Women's Health Day, 1984-1994

Folder:	Description:
11	First Women's Health Day: Committee, 1984
12	First Women's Health Day: Correspondence, 1984

Box 9: Series VII, Women's Health Day, 1984-1994

Folder:	Description:
1	First Women's Health Day: Evaluations, 1984
2	First Women's Health Day: Mailing List, 1984
3	First Women's Health Day: Miscellaneous, 1984
4	First Women's Health Day: Publications, 1984
5	First Women's Health Day: Publications, 1984
6	Second Women's Health Day: Minutes/Correspondence, 1985
7	Second Women's Health Day: Programs/Evaluations, 1985
8	Third Women's Health Day: Minutes/Correspondence, 1987-1988

9	Third Women's Health Day: Fundraising, 1987-1988
10	Third Women's Health Day: Program and Press, 1988
11	Fourth Women's Health Day, 1988-1989
12	Fifth Women's Health Day, 1990

Box 10: Series VII, Women's Health Day, 1984-1994

Folder:	Description:
1	Fifth Women's Health Day: Faculty, 1990
2	Sixth Women's Health Day, 1991
3	Sixth Women's Health Day: Faculty, 1991
4	Seventh Women's Health Day, 1992
5	Women's Health Day, 1994, undated

Box 10: Series VIII, First Regional Conference on Women in Medicine, 1978-1981

Folder:	Description:
6	Planning Committee, 1978-1979
7	Brochures
8	Correspondence: Audiotapes, 1979
9	Correspondence: Program, 1978-1979
10	Correspondence: Post-Conference, 1979
11	Correspondence: Proceedings, 1979-1980
12	Correspondence: Publicity, 1978-1979

Box 11: Series VIII, First Regional Conference on Women in Medicine, 1978-1981

Folder:	Description:
1	Correspondence: Videos, 1979
2	Evaluations, 1979
3	Financial Records, 1978-1980
4	Flyers, 1979
5	Publications, Manuscript, 1979
6	Public Relations, 1979
7	Registrants, 1979
8	Speakers, 1979
9	Speakers, CVs
10	Proceedings Booklets, 1980-1981

Box 20: Series VIII, First Regional Conference on Women in Medicine, 1978-1981

Audiotapes of Conference

Box 12: Series IX, Second Regional Conference on Women in Medicine, 1979-1982

Folder:	Description:
1	Planning Committee, 1979-1981
2	Brochures
3	Correspondence: General, 1980-1981
4	Correspondence: Co-Sponsors, 1979-1981
5	Correspondence: Fundraising, 1980-1981
6	Correspondence: Fundraising, Corporate (Declined), 1980-1981
7	Correspondence: Fundraising, Donations, 1980-1981
8	Correspondence: Post-Conference, 1981
9	Correspondence: Site Information, 1979-1980

Box 13: Series IX, Second Regional Conference on Women in Medicine, 1979-1982

Folder:	Description:
1	Correspondence: Speakers, 1979-1981
2	Correspondence: Volunteers, 1979
3	Coordinators, 1979, 1981
4	Evaluation Statistics, 1981
5	Financial Records, 1979-1981
6	Financial Records, 1979-1981
7	Proceedings Booklets, 1981-1982
8	Programs, 1981
9	Publications, 1981
10	Public Relations, 1981

Box 14: Series IX, Second Regional Conference on Women in Medicine, 1979-1982

Folder:	Description:
1	Registrants, 1981
2	Speakers, 1981

Box 14: Series X, Third Regional Conference on Women in Medicine, 1981-1984

Folder:	Description:
3	Planning Committee, 1981-1984
4	Brochures
5	Correspondence: Fundraising, 1983-1984
6	Correspondence: Honor of Women in Medicine Awards, 1983
7	Correspondence: Post-Conference, 1983
8	Correspondence: Site Information, 1983
9	Correspondence: Speakers, 1982-1983
10	Evaluations, 1983
11	Financial Records, 1983
12	Mailing List, 1983
13	Photographs List by Tom Beckett, New York Times, 1983
14	Proceedings Booklet, 1983

Box 15: Series X, Third Regional Conference on Women in Medicine, 1981-1984

Folder:	Description:
1	Publicity, 1983
2	Speakers, 1983
3	Student Networking Program, 1983

Box 15: Series XI, Fourth Regional Conference on Women in Medicine, 1984-1986

Folder:	Description:
4	Planning Committee, 1984-1986
5	Brochures
6	Correspondence: General, 1984-1986
7	Correspondence: Rene Carey, 1985-1986
8	Correspondence: Co-Sponsors, 1985-1986
9	Correspondence: Exhibitors, 1985-1986
10	Correspondence: Fundraising, 1985-1986
11	Correspondence: Fundraising, Corporate (Declined), 1985-1986
12	Correspondence: Fundraising, Donations, 1984-1986
13	Correspondence: Hospitality, 1985-1986
14	Correspondence: Post-Conference, 1986

Box 16: Series XI, Fourth Regional Conference on Women in Medicine, 1984-1986

Folder:	Description:
1	Correspondence: Program, 1986
2	Correspondence: Site Information, 1984-1985
3	Correspondence: Speakers, 1985-1986
4	Correspondence: Volunteers, 1986
5	Evaluations, 1986
6	Financial Records, 1985-1986
7	Job Descriptions
8	Mailing List, 1984
9	Mailing List, 1984
10	Mini-Survey, 1986
11	Pictorial History, 1986

Box 17: Series XI, Fourth Regional Conference on Women in Medicine, 1984-1986

Folder:	Description:
1	Proceedings Booklet, 1986
2	Public Relations, 1986
3	Registrants, 1986
4	Speakers, 1986

Box 17: Series XII, Conference Fundraising Files, 1979-1986

Folder:	Description:
5	Lists of Contributors and Those Approached
6	Potential Major Donors
7	Financial Records: General, 1980-1984
8	Foundations, 1984

Box 18: Series XII, Conference Fundraising Files, 1979-1986

Folder:	Description:
1	Abbott Lab, 1980-1986
2	AT&T, 1980-1984
3	Ayerst Lab, 1980-1985
4	Burrough Wellcone Co, 1980-1981, 1985
5	Ciba Geigy, 1980, 1984
6	Clairol Bristol Meyers, 1978-1984

7 Cornell University Medical College, 1978-1985
8 Delmark Co, Inc, 1978, 1980
9 Dyson Foundation, 1980-1981
10 Exxon, 1980-1985
11 Herzfield Foundation, 1985-1986
12 Hoechst Roussel Pharm, 1978-1985
13 Hoffmann LaRoche, 1978-1985
14 Johnson & Johnson, 1980-1985
15 Landau, Emily, 1980
16 Lederle Lab, 1980-1984
17 Medical Schools, 1979-1986
18 Miles Pharm, 1986
19 Mobil Oil Corp, 1980-1984
20 Morgan Guaranty, 1978-1983
21 Ms Foundation for Women, 1980
22 New York Telephone, 1980-1987
23 Ortho Pharm, 1980-1982
24 Parke-Davis, 1980, 1982
25 Pfizer Pharm, 1980-1984
26 Prudential, 1980-1981
27 Reed & Carnick Pharm, 1980, 1983
28 Robert Wood Johnson Foundation, 1978, 1985
29 Robbins Instruments Inc, 1980, 1983
30 A. H. Robins Co, 1980-1984
31 Helena Rubinstein Foundation, 1980, 1982
32 Sandoz Inc, 1982-1984
33 Syntex Lab, 1980
34 E. R. Squibb & Sons Inc, 1980-1983
35 Tootsie Roll Co, 1985
36 Upjohn, 1980-1986
37 Women's Medical Association of New York, 1980-1986