

**REGISTER OF THE NANCY HARVEY STEORTS PAPERS
1937-2000**

Nancy Harvey Steorts, 1936-

**Mss 123, 801 boxes (214.6 cubic feet),
9 boxes (.55 cubic feet) of 22 reel-to-reel tapes and 156 cassette tapes,
6 boxes (27 cubic feet) of 44 video tapes,
14 regular boxes (6.3 cubic feet) and 2 oversize boxes (1.15 cubic feet) of photographs,
and 6 oversize folders**

REGISTER OF THE NANCY HARVEY STEORTS PAPERS, 1937-2000

**Nancy Harvey Steorts, 1936-
Papers, 1937-2000; bulk 1970-1990
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9 boxes (.55 cubic feet) of 22 reel-to-reel tapes and 156 cassette tapes,
6 boxes (27 cubic feet) of 44 video tapes, 14 regular boxes (6.3 cubic feet)
and 2 oversize boxes (1.15 cubic feet) of photographs, and 6 oversize folders**

INTRODUCTION

This collection consists of the personal papers of Nancy Harvey Steorts, the majority of which document her long career in consumerism. Most of the papers relate to her positions as Special Assistant to the U.S. Secretary of Agriculture for Consumer Affairs (1973-1977), Chairman of the U.S. Consumer Product Safety Commission (1981-1985), and the business consulting firms that Steorts formed in the Washington, D.C. area and Dallas, Texas before and after her public service. In addition, there is information regarding Steorts' service as President of the Dallas Citizens Council (1985-1988); the organizations she actively participated in during her career; her work as the Assistant National Director of Volunteers for the 1972 presidential campaign of Richard M. Nixon; her involvement in the 1980 political campaign of Ronald Reagan; and her participation in the inaugurations of Nixon and Reagan.

Nancy Harvey Steorts donated her papers to Clemson University in October 1989. There are no restrictions on the use of this collection beyond those of Special Collections. The collection was partially processed by Pauline Klein and Karen Bates in 1991. The remainder of the collection was processed by Laurie Varenhorst and a number of student assistants from 2002 to 2006. The register was completed by Laurie Varenhorst in 2007. The collection consists of accessions 91-23, 98-87 and 00-91.

BIOGRAPHICAL NOTE

Nancy Josephine Harvey was born on November 28, 1936 to Frederick William and Josephine Elizabeth (Jones) Harvey in Syracuse, New York. She graduated from Fayetteville-Manlius High School in June 1955. Steorts majored in retailing and received a Bachelor of Science in Home Economics from Syracuse University in June 1959. From 1958 to 1961 Steorts worked as a coordinator of public relations at Woodward and Lothrop in Washington, D.C. Steorts was employed as a home economist for the Washington Gas Light Company in Washington, D.C. from 1961 to 1964, presenting food demonstrations, fashion shows and other promotional activities for civic organizations, as well as planning new promotions about the use of gas. From June 1967 to June 1968 Steorts served as a sales associate for a real estate company, Naomi B. Faison, Inc., in Summit, New Jersey. In November 1968 she took a temporary position as a survey specialist for the U.S. Department of Agriculture, gathering data and evaluating feed tables at various college campuses until March 1969. In 1972 Steorts was appointed to a three-

year term on the Montgomery County Commission for Women which advocated equal rights for women. From March to May 1973, Steorts worked as a United States Expositions Officer on the United States Exposition Staff of the Bureau of International Commerce in Washington, D.C. Her responsibilities included procurement, publicity and direction of all aspects of the Expo '74 World's Fair Ground Breaking Ceremony in Spokane, Washington and the Foreign Visitor Business Program. During these years Steorts was also very active in civic organizations: she served as president of the Bethesda-Chevy Chase branch of the American Association of University Women (AAUW) from 1970-1971 and president of the Welcome Wagon Club Newcomers' Club of the Summit Area in Maryland from 1969-1971. In addition to these activities, Steorts worked as the Assistant National Director of Volunteers and National Director of the Women's Speakers Bureau for the campaign to re-elect Richard M. Nixon from 1971 to 1972, as well as the Director of Candlelight Dinners for his inauguration from November 1972 to February 1973.

In July 1973 Nancy Harvey Steorts was appointed to the newly created position of Special Assistant to the U.S. Secretary of Agriculture for Consumer Affairs. Steorts was the first full-time consumer affairs advisor in any federal agency reporting directly to the Secretary. In this position, she represented the Secretary on consumer-related policy discussions before Congress, cabinet-level departments and agencies, and at public forums. She served as liaison between the United States Department of Agriculture (U.S.D.A.) and consumer organizations and consumer specialists in federal, state and local government and private industry. And she took her message to the public with over 300 speeches in 47 states, and appearing on numerous radio and television programs. Among her accomplishments was the establishment of the first U.S.D.A. National Consumer Advisory Committee and a department wide system to effectively handle all individual consumer complaints, and initiating a choice of portion program in the nation's restaurants.

In February 1977 Steorts left the U.S. Department of Agriculture to form her own consulting firm, Nancy Harvey Steorts & Associates, in the Washington, D.C. area. Steorts advised trade association executives, industrialists, academicians, and government officials on consumer issues and their effect on public and corporate policy. She lectured before major associations, at conferences and universities, and testified before Congress and government agencies on current consumer issues. In July 1979 she and Susan A. Davis founded a woman's marketing firm, Successful Woman, Inc., in Washington, D.C., which offered professional education for women through conferences, seminars and audio/visual presentations. The firm was in business from July 1979 till June 1980. In addition, from July 1978 to June 1980, Steorts served as the consumer representative on the U.S. Consumer Product Safety Commission's National Advisory Committee on Flammable Fabrics, and worked as a consultant to Virginia H. Knauer, Special Assistant to the President (Reagan) and Director of the White House Office of Consumer Affairs, from early 1980 to mid-1981.

On July 9, 1981, President Ronald Reagan nominated Nancy Harvey Steorts to be the fourth Chairman of the United States Consumer Product Safety Commission (C.P.S.C.), having been previously considered for the position in 1979. She was confirmed on July 27, 1981, and sworn into office on August 31, 1981. During her tenure as Chairman, Steorts advocated voluntary safety standards development but clearly enforced regulation when necessary, e.g., she voted to ban urea formaldehyde foam insulation in February 1982. In addition, she was a strong

supporter of consumer information and education. Some of the government agency's accomplishments during her administration included informing millions of consumers on the selection of safe toys through three consecutive National Toy Safety Campaigns; placing more than 2 million smoke detectors in low-income homes at no charge or at a discount rate through a C.P.S.C. program in 1600 communities in 26 states; beginning National Product Safety Conferences to encourage feedback from industry, consumers and state and local government officials; and introducing a C.P.S.C.-designed curriculum on poison prevention packaging to be used in the nation's pharmacy schools holding more than 50 seminars for pharmacists to address the problem of closures on prescription packages. Steorts resigned from the Commission on November 29, 1984, effective January 5, 1985.

Steorts moved to Dallas, Texas where she formed Nancy Harvey Steorts and Associates on April 25, 1985. The business consulting firm translated government policies for corporations and developed strategic plans to help businesses understand public policies. On February 1, 1985 Steorts was invited by Ray L. Hunt, President of the Dallas Citizens Council, a nonprofit organization made up of some of the city's most influential corporate and civic leaders which promotes a favorable business climate and quality of life for Dallas residents, to conduct a management review of the organization, and on January 1, 1986, Steorts became President of that organization, becoming the first woman to serve in that capacity. During her tenure as President Steorts was instrumental in increasing international business possibilities for Dallas, serving as a delegate to the 14th Annual Japan-Texas Association Conference in Tokyo and Oita, Japan (September 1987), arranging a Dallas delegation meeting with His Royal Highness, Prince Charles of Wales (who serves as President of Business in the Community in Great Britain) to promote a better understanding of minority economic development (July 1987). In addition, she advocated increasing the leadership roles of women in both the private and public sectors, as well as continuing to promote her specialized interest in consumer product safety and product quality by encouraging both sectors to develop and promote privatization as an alternative to solving problems. On July 13, 1987, Steorts resigned that position, effective December 31, 1987.

After leaving the Council Steorts started working for Boyden, a leading recruiter of management personnel, as a Corporate Senior Vice-President and co-managing director of the office in Washington, D.C., beginning May 16, 1988. It was her job to promote the new business efforts of Boyden in Washington and Dallas areas, concentrating her search efforts in the fields of government and corporate administration, academia, law, public policy and customer relations. Steorts left Boyden on August 25, 1988.

In 1989 Steorts relocated to Chevy Chase, Maryland and founded Nancy Harvey Steorts International, a consulting firm specializing in consumer product safety, quality standards, government representation, national media representation, and joint ventures with industry. On May 31, 1991 Nancy Harvey Steorts, Katherine Bulow, Nancy Ellis and Barbara Hayward formed BEHRS International, an export trading/marketing company that operated worldwide from headquarters in Washington, D.C. The company's mission was to increase investments and exports of quality American goods and services into the global market, to promote exports and investments of U.S. women-owned and small businesses, and to assist major corporations access the women's market. In addition, Steorts worked as an independent distributor for Quorum

International from 1992 to 1996. Steorts was also appointed to the U. S. Delegation to the U.S. Department of Commerce and Russian Ministry of Foreign Economic Relations Intergovernmental U.S.-Russia Business Development Committee Standards Working Group which met in St. Petersburg, Russia in September 1992.

Steorts has actively participated as a member in a variety of organizations during her lifetime. Some of the consumer-related organizations include the Food Safety Council, Board of Trustees (1978-1980); American National Standards Institute (ANSI), Executive Committee of the Board of Directors and as Chairman of ANSI's Consumer Interest Council (1996-1999); Council of Better Business Bureaus (CBBB), Board of Directors (1985-1991); Federal Reserve System, Chairman of the Consumer Advisory Council (1990-1992); Malcolm Baldrige National Quality Award, Board of Overseers (1991- ?); and Texas Award for Performing Excellence, Board of Overseers (1993-1996). In addition, Steorts has served as a member of educational institutions, including Southern Methodist University, Dedman College Executive Board, Department of Economics Advisory Council (1988); Medical College of Pennsylvania, Board of Directors (1988-1991); Syracuse University Alumni Association, Board of Directors (1992-1995) and honorary board member since 1995; Syracuse University, School of Management, Corporate Advisory Council (1994); and Syracuse University, College for Human Development, Board of Visitors. Steorts' served in several organizations devoted to women-related issues, including the National Council of Career Women, Board of Directors (1977) and President (1978); Executive Women in Government, Chairman (1983); Texas Women's Alliance, Board of Trustees (1986); National Association of Women Business Owners (NAWBO); and the International Women's Forum. Also, Steorts participated in civic organizations and activities, including the I Have a Dream Foundation–Dallas, Board of Directors (1988-1990); Save the Children–Dallas, Advisory Council (1988-?), and Chairman of Save the Children: An Afternoon with Oprah Winfrey event (1989-1990).

Steorts has received several rewards for her dedication and work for consumer product safety and quality assurance. Some of the awards include: George P. Arent "Medal for Excellence in Government," Syracuse University (1976); "Special Award for Consumer Concerns," the National Diet Workshop (1976); Consumer Safety Award, the National Energy Journal (1983); and One of Best Public Servants of 1984, Gallagher Report. In addition, in 1983 the U.S. Consumer Product Safety Commission was designated a "Model Agency" by the Office of Management and Budget in recognition of the cost-effective management of Steorts.

Nancy Harvey married James Earl Steorts, Jr. on June 4, 1960 in Alexandria, Virginia. They had one daughter, Deborah Joan Steorts, born on September 15, 1962. They divorced in 1975. The biographical information on Steorts came from materials found within the collection.

SCOPE AND CONTENT

The Nancy Harvey Steorts Papers contains addresses, agendas, appointment books, articles, booklets, briefing materials, bulletins, bylaws, calendars, clippings, correspondence, daily planners, directories, fact sheets, faxes, financial records, government documents, job applications, legal documents, lists, manuals, membership rosters, memoranda, minutes, newsletters, notes, pamphlets, petitions, plans, press kits, press releases, programs, publications, reports, resumes,

schedules, speeches, statements, statistics, telephone logs, television transcripts, testimonies, and yearbooks. Also included in the collection are photographs, audio cassette tapes, reel-to-reel audio tapes, and video tapes. Memorabilia and oversize materials can be found here, too.

Materials in this collection cover the period 1937-2000, from Steorts' high school graduation through her active involvement in various business and civic organizations during her lifetime. The bulk of the materials dates from 1970 to 1990, and documents her work as a consumer product safety advocate in the public and private sectors. In particular, this collection emphasizes Steorts' work as the first Special Assistant to the U.S. Secretary of Agriculture for Consumer Affairs and Chairman of the U.S. Consumer Product Safety Commission.

The Steorts Papers are divided into fifteen series: Personal, U.S.D.A. [United States Department of Agriculture], Nancy Harvey Steorts & Associates, C.P.S.C. [Consumer Product Safety Commission], Presidential Elections and Inauguration Papers, CREEP [Committee for the Re-election of the President (Richard M. Nixon)], Dallas Organizations, Nancy Harvey Steorts & Associates, Dallas, Boyden, Nancy Harvey Steorts International, Women, General Files, Organizations, Photographs, and Audio/Visual. The series are arranged alphabetically by folder title, and chronologically within each folder. However, the Photographs Series is divided into five sections: Nancy Harvey Steorts, General Files, Women Series, Ronald Reagan White House Years and Other Individuals. The Nancy Harvey Steorts section follows the same arrangement as the series in the Nancy Harvey Steorts Papers. The folders within each section are filed alphabetically by folder-title. Slides and negatives follow the same arrangement.

The papers were generated from Steorts' long career as a consumer product safety advocate working in the public and private sectors. In addition, individuals and organizations sent Steorts materials because of her interest and expertise in consumer product safety. Other papers were created from her involvement in business and civic organizations, as well as political campaigns and presidential inaugurals.

Significant topics found in the Nancy Harvey Steorts Papers include fire safety, fire toxicity, smoke detectors, flammable fabrics and upholstered furniture, as well as coal and wood burning stoves, factory-built metal chimneys, kerosene heaters, unvented gas-fired space heaters and the Cigarette Safety Act of 1984. Other well-documented topics found in the collection include materials on urea-formaldehyde in relation to its use as foam insulation to seal areas such as wall cracks and crawl spaces, and as resin in pressed wood products; European product standards; and the efforts of the United States and Russia to develop business standards. In addition, there is information pertaining to important business organizations such as the American National Standards Institute (ANSI), the International Organization for Standards (ISO), the National Institute of Standards and Technology (NIST), and the Federal Reserve Board's Consumer Advisory Council.

Information regarding politics and organizations and issues related to women can be found in this collection. One of the most important areas documented in the papers is the re-election campaign of Richard M. Nixon. There are materials relating to volunteers, women speakers, the committee's efforts toward women voters, and the National Advisory Committee. Other materials relating to politics include the Ronald Reagan-George H. W. Bush campaign, the 1980 Presidential election,

and the 1980 Republican National Convention, as well as information relating to the Republican National Committee's Advisory Council on Human Relations and the Platform Committee. Files regarding the candlelight dinners for President Richard M. Nixon's second inaugural in 1973 and President Ronald Reagan's first inaugural in 1981 can be found here as well.

Women's organizations that Steorts participated in which are geared specifically for certain career fields and levels and are documented in this collection include the American Women in Radio & Television, Executive Women in Government, the National Council of Career Women, the National Association of Women Business Owners (NAWBO), and the International Women's Forum (IWF). Also included are materials relating to the International Women's Year, 1975, and the first American woman in space, Sally Ride, who was a member of the seventh flight of the Space Shuttle *Challenger*.

Correspondents include President George H. W. Bush; First Lady Barbara Bush; U.S. Senators Strom Thurmond, Robert J. Dole, Jake Garn, Jesse Helms, and Robert W. Kasten, Jr.; United States Representatives Berkeley Bedell, John D. Dingell and Henry A. Waxman; U.S. Secretary of Agriculture John R. Block; U.S. Secretary of Commerce Malcolm Baldrige; U.S. Secretary of Transportation Andrew L. Lewis, Jr.; Consumer Product Safety Commissioners Sandra Brown Armstrong, R. David Pittle, Terrence M. Scanlon, Edith Barksdale Sloan, Stuart M. Statler, and Samuel D. Zagoria; Virginia Knauer, Special Assistant to the President; Chase Untermeyer, the Presidential Personnel Director of the Bush Transition Team; Ron Kaufman, Deputy Chief of Personnel, Reagan Administration; Robert Estrada, Office of Presidential Personnel, Reagan Administration; David A. Stockman, Director of the Office of Management and Budget, Reagan Administration and Nancy Thurmond, wife of U.S. Senator Strom Thurmond.

Other materials related to Nancy Harvey Steorts can be found in Mss 100, Strom Thurmond Collection.

This collection is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

American National Standards Institute
American Women in Radio and Television Inc.
Astronauts--United States
Board of Governors of the Federal Reserve System (U.S.) Consumer Advisory Council
Bush, George, 1924-
Businesswomen--United States
Chimneys--Standards
Cigarette industry--United States
Cigarettes--Safety regulations--United States
Dwellings--Insulation--United States
Executive Women in Government
Fire detectors--United States
Fire prevention--Law and legislation--United States

Fire prevention–United States
Fire resistant materials–Government policy–United States
Fire resistant materials–Toxicity testing–United States
Flammability–Standards–United States
Flammable fabrics–Law and legislation–United States
Formaldehyde
Formaldehyde–Toxicology
Furniture making–Environmental aspects–United States
Insulating materials industry–Law and legislation–United States
International Organization for Standards
International Women's Forum (Organization)
Kerosene heaters
Nancy Harvey Steorts International
National Association of Women Business Owners (U.S.)
National Council of Career Women
National Institute of Standards and Technology
Nixon, Richard M. (Richard Milhous), 1913-1994
Particle board industry–United States
Plywood industry–United States
Presidential inaugurations–Washington (D.C.)–1970-1980
Presidential inaugurations–Washington (D.C.)–1980-1990
Presidents–United States–Election–1980
Presidents–United States–Election–1972
Product safety–Standards–European Economic Community countries
Quality control–Standards–Russia (Federation)
Quality of products–Russian (Federation)
Reagan, Ronald
Republican National Committee (U.S.)
Republican National Convention (32nd : 1980 : Detroit, Mich.)
Republican Party (U.S. : 1884-). National Advisory Committee
Ride, Sally
Smoking and fires–United States
Smoking and fires–Safety measures
Space flight
Space heaters–Standards–United States
Space heaters–United States–Safety measures
Space shuttles–United States
Stoves, Coal
Stoves, Gas–Standards–United States
Stoves, Wood
United States–Politics and government–1969-1974
Upholstered furniture–Fire testing
Upholstered furniture–Flammability–United States
Urethane foam
Urethane foam–Safety regulations–United States
Urethane foam–Toxicology

United States. Dept. of Agriculture. Special Assistant to the Secretary for Consumer Affairs–
Officials and employees
U.S. Consumer Product Safety Commission
U.S.-Russia Business Development Committee
Women astronauts–United States
Women–Employment–United States
Women in politics–United States
Women in the civil service–United States
Women-owned business enterprises–United States
Women–United States–Attitudes
Women–United States–Social conditions
Wood products–United States
Wood products–Formaldehyde release–United States

Form/genre:

Speeches
Transcripts

Correspondents:

Armstrong, Sandra Brown, 1947-
Baldrige, Malcolm (Howard Malcolm), 1922-1987
Bedell, Berkeley
Block, John R.
Bush, Barbara, 1925-
Bush, George, 1924-
Dingell, John D.
Dole, Robert J., 1923-
Estrada, Robert (Robert A.)
Garn, Jake
Helms, Jesse
Kasten, Robert
Kaufman, Ron
Knauer, Virginia H.
Lewis, Andrew Lindsay, 1931-
Pittle, R. David, 1938-
Scanlon, Terrence M., 1939-
Sloan, Edith Barksdale
Statler, Stuart Michael, 1943-
Stockman, David Alan, 1946-
Thurmond, Nancy Moore
Thurmond, Strom, 1902-2003
Untermeyer, Chase (Charles Graves), 1946-
Waxman, Henry A.
Zagoria, Sam, 1919-

MSS 123, NANCY HARVEY STEORTS PAPERS
SEPARATION LIST

Oversize

<u>Folder</u>	<u>Title</u>
1	<p>One 14" x 22" poster of the officers of the Class of '59 at Syracuse University. Steorts was the secretary.</p> <p>One 24" x 16" white poster of "White Conference on Children" in blue letters with red flowers, December 13-18, 1970.</p> <p>One colored drawing of the Re-elect the President Smocks, 1972.</p> <p>One foldout poster entitled "Partners in Progress: Meet Some of the Blacks in the Nixon Administration" with little photos of the individuals. On the other side is "Nixon, Civil Rights and Black Progress," 1972.</p> <p>One 12" x 28" blue-and-red poster of "Nixon / Agnew" in white letters, 1972.</p> <p>One 22" x 17" black-and-white photo poster of President Richard M. Nixon smiling with his arms folded cross his chest, [c. 1972].</p> <p>One 23" x 17" colored photo poster of President Richard M. Nixon with a serious facial expression, [c. 1972].</p>
2	<p>One 18 7/8" x 10" white poster with "NIXON / Get/Out / The/Vote" in blue letters, 1972.</p> <p>One 22" x 17" white poster with "Now/more than ever." in blue and red letters with President Richard M. Nixon's smiling face, 1972.</p> <p>One 23 7/8" x 17" white poster with "Re-elect/the President" in red and blue letters within a circle, 1972.</p> <p>One 28 1/2" x 21 1/2" brown poster with "THE/PRESIDENT/FOR/PRESIDENT" in white letters against a burgundy background, 1972.</p> <p>One 28 1/2" x 21 1/2" black poster with "DO/IT." in big white letters and within the letters are images. Written on the bottom of the poster is "FOR A STROLL THROUGH THE PARK WITH YOUR FAVORITE PERSON, / EVEN AFTER DARK; / FOR MEATIER HAMBURGER WITH REAL TOMATO CATSUP; / FOR WATER YOU CAN SWIM IN, NOT WALK ON; / FOR FACEFULS OF PEACE NOT MASKS OF WAR. / THE REPUBLICAN PARTY IS DOING IT BETTER FOR ALL FOLKS. / FOR CONTINUED PROGRESS . . . REGISTER AND VOTE REPUBLICAN," 1972.</p> <p>One 34" x 22" blue foldout poster with President Richard M. Nixon in the center surrounded by photos of him with different people. The other side has "Young Voters for the President" and "Closing the gap" in brown letters, 1972.</p>
3	<p>One 16" x 11" white poster of "Blood, Sweat and / Steers- / the Three-Year / Poker Game" in black letters. It is an advertisement for The Wall Street Journal from the National Beef Industry Council, August 9, 1973.</p>

MSS 123, NANCY HARVEY STEORTS PAPERS
SEPARATION LIST

Oversize

<u>Folder</u>	<u>Title</u>
3	<p>One 22 ½" x 16 ½" white poster of "Celebrating Tomorrow's Fresh / New Environment . . ." for "Expo '74 / World's Fair / Spokane, USA / May-Oct. 1974" in black letters on one side. The other side has "In the United States / there will be 1 (one) / Great Exposition in the / decade of the 70's." in black letters. It is an advertisement in The Wall Street Journal, 1973.</p> <p>One 12" x 15" organizational chart of Animal and Plant Health Inspection Office, U.S. Department of Agriculture, National Office, December 1975.</p> <p>One 17" x 22" red poster with white trim and "President / Ford / '76" in white letters, 1976.</p> <p>One 21 ¼" x 14 5/8" blue poster of "Nutrition Facts to Guide Your Food Choices" on one side. The other side has "A Variety of Breakfast Cereals" against a red background, July 1977.</p> <p>Four advertisements for the Glass Packaging Institute's campaign entitled "Glass destroys some misconceptions."</p>
4	<p>One 13 7/8" x 10 ¼" white brochure from Mutual of Omaha which contains copies of the Declaration of Independence, the U.S. Constitution, the Bill of Rights, the Monroe Doctrine, the Gettysburg Address and The Star-Spangled Banner on parchment paper, [c. 1980].</p> <p>One 22" x 14 ½" white poster of an advertisement "WHY NOT YOUR BEST?" in black letters, 1980.</p> <p>One 10 ¾" x 17" poster of "REAGAN / FOR PRESIDENT / Let's make America great again." in white letters. Reagan's face is over the White House with the American flag in the background, 1980.</p> <p>One 11" x 9" sheet music entitled "Thumbs Up, America!" which was composed by J. William Middendorf II and lyrics by Sammy Cahn. It was the inaugural theme song for President Ronald Reagan and First Lady Nancy Reagan, January 20, 1981.</p> <p>One 22" x 16" poster which reads in black letters at the top with a yellow background: "One-half of the country / is now protected by / smoke detectors." 1981.</p>

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SEPARATION LIST

Oversize

<u>Folder</u>	<u>Title</u>
4	<p>One 20 ½" x 17" light blue poster with the words "Consumers Count Everywhere!" printed in white letters in the center. Below this title are three different shapes: the black one represents industry, the red one represents office buildings, and the green one represents homes. There is a yellow circle above the green house. Written under these shapes is the following: "NATIONAL CONSUMERS WEEK, APRIL 25-MAY 1, 1982 / PREPARED BY CITICORP IN COOPERATION WITH THE OFFICE OF CONSUMER AFFAIRS, WASHINGTON, D.C., 20201 – VIRGINIA H. KNAUER, DIRECTOR."</p> <p>One 17" x 11" white poster with "Children / Act Fast . . . / So Do / Poisons." (black letters), "Johnny, age 3 – / before the accident . . ." (red letters) for National Poison Prevention Week, March 20-26, 1983. The poster is from the Poison Prevention Week Council.</p> <p>One 20" x 16" purple-colored poster with "Consumers Mean Business" in white letters and "National / Consumers / Week / April 23-29, 1984" in red letters within yellow-shaped shopping bag.</p>
5	<p>Two 15" x 10" copies of Women's Equality Day, 1984 signed by President Ronald Reagan. One of the two copies is also signed by Maureen Reagan and George H. W. Bush.</p> <p>One 17" x 11" black-and-white poster of "Children act fast / . . . so do / poisons" in red letters. The poster shows a young boy removing pills from a medicine bottle with a frantic woman holding the telephone and reaching out at the same time to try and stop him. The poster is for National Poison Prevention Week, March 18-24, 1984 and is from the Poison Prevention Week Council.</p> <p>Three 17" x 11" white posters relating to "Home Electrical Safety . . . Check It Out" in red letters. One of the three posters is in Spanish while the other two are in English, September 1984.</p> <p>One 11" x 14" Clemson University Certificate of Service, Professor For A Day, October 5, 1984. It is signed by CU President Bill L. Atchley and Strom Thurmond Institute Director Horace W. Fleming.</p> <p>One 17" x 11" black-and-white poster of "Protect Your Children & / Grandchildren / From Poisoning" in orange letters. The poster is for National Poison Prevention Week, March 17-23, 1985 and is from the Poison Prevention Week Council.</p>
6	<p>One 14" x 11" Clemson University certificate, Strom Thurmond Institute, Distinguished Lecturer, November 8, 1985.</p>

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Oversize

<u>Folder</u>	<u>Title</u>
6	Two 11" x 16 ½" blueprints showing the new office of the Dallas Citizens Council at 2444 One Main Place. The first blueprint shows the location of the furniture in the office. The second blueprint shows the electrical and telephone wiring setup for the office. Both of the blueprints were drawn by LKG and are dated January 17, 1986.
	One 11 ½" x 17 ½" black-and-white drawing of The Trade Development Center, First Floor World Trade Center, [1988].
	One 24 ½" x 36 ½" blueprint of The Trade Development Center, First Floor World Trade Center, May 6, 1988.
	One system map of the Dallas Area Rapid Transit (DART), [c. 1988].
	One 17" x 11" white poster of "Let's Make 1990 / the Year of the Child / Help Children / Realize Their Dreams." "An Afternoon with Oprah Winfrey / Dallas Joins Hands for Children / Saturday, Jan. 13, 1990 / Dallas Convention Center, 3:30 pm / A benefit for Save the Children" in green letters. There is a photo of Oprah Winfrey in the center of the poster.
	One 23 ½" x 18 ½" map of Sankt-Peterburg (St. Petersburg, Russia), 1991.
	Two 23" x 17" red posters from the Food Processors Institute relating to lifting and slips & falls.

Series 1: Personal Series, 1955-1999; bulk 1970-1989

4.275 cubic feet consisting of 111 folders.

The Personal Series consists of agendas, articles, calendars, clippings, correspondence, job applications, legal documents, lists, minutes, notes, press releases, programs, reports, resumes, a strategic plan and a speech.

Materials in this series cover the period 1955-1989, from Steorts' high school graduation through her alumni work with Syracuse University. The bulk of the materials dates from 1970 to 1989 and documents her search for employment after leaving the U.S. Department of Agriculture. The series is arranged alphabetically by folder title and chronologically within each folder.

Most of the correspondence pertains to Nancy Harvey Steorts' search for positions in the private and government sectors. There is correspondence between Steorts and head hunter agencies at the end of her tenure as Special Assistant to the U.S. Secretary of Agriculture for Consumer Affairs in early 1977, as well as correspondence between Steorts and U.S. senators, Cabinet members and White House personnel in regard to the possibility of gaining a position with them.

Family correspondence consists of letters and cards sent to Nancy Harvey Steorts from her mother Josephine Harvey. There are a few notes from Richard N. Ames, an attorney from Coulter, Fraser, Carr, Ames & Bolton in Syracuse, New York, in relation to Steorts getting power of attorney for her mother, as well as the possibility of moving Mrs. Harvey to a retirement facility.

There are also materials related to Pierson Associates, Inc. Steorts signed up for their career evaluation program to improve her personal, professional and career advancement skills. The files contain information on such topics as how to create a position for oneself, how to stay positive in a negative world, plus negotiations, personal contact lists, personal research calls and letters. In addition, there are evaluations by and of Ms. Steorts as well as a number of her handwritten notes.

Biographical materials related to her job search can also be found in the series. There are copies of Steorts' resumes, dating from 1959 to 1992 and copies of the federal government Standard Form 171 she filled out when applying for federal positions. Other biographical material in this series includes listings in *Who's Who in America*, *Who's Who in Finance and Industry*, *Who's Who in Maryland*, *Who's Who in the East*, *Who's Who of American Women* and *World Who's Who of Women*.

A considerable amount of information on Steorts' activities on behalf of her alma mater, Syracuse University, can be found in this series. The materials focus on two areas: Syracuse University Alumni Association and the College for Human Development. Nancy Harvey Steorts was elected a member of the Board of Directors of the Syracuse University Alumni Association in 1992 for the 1992-1995 term. She served on the Nominations/Awards Committee and the Alumni Concerns Subcommittee. The alumni materials are filed in the folders entitled "Syracuse University," and mainly relate to meeting agendas, lists of members, letters and a few press releases.

The other area, the College for Human Development, relate to the period when Nancy Harvey Steorts became a member of the Visiting Committee in 1991 and the Corporate Advisory Council of the School of Management in 1994. The files contain correspondence and background information

on the College for Human Development and the School of Management. There is a copy of the 1982-1983 annual report, a strategic plan for 1988-1991 and beyond, as well as a report on development priorities. In addition, there are minutes of meetings and background information for some of the meetings of the Visiting Committee. Finally, there are letters, clippings, programs, notes, and a schedule of events concerning the 75th Anniversary of the College of Human Development which was celebrated on April 10-11, 1992, as well as a copy of Steorts' speech, "Quality: The New National Priority," which she gave at the event.

Clippings relating to various subjects are filed in this series. Topics include business and employment, Earl Butz's resignation as U.S. Secretary of Agriculture and Jimmy Carter's record as a politician. There is also an article on Carol Tucker Foreman, Assistant Secretary of Agriculture for Food and Consumer Services in the Carter Administration.

Correspondents include George H. W. Bush; Barbara Bush; U.S. Senators Strom Thurmond, Jesse Helms and Robert J. Dole; U.S. Secretary of Agriculture John R. Block; U.S. Secretary of Commerce Malcolm Baldrige; U.S. Secretary of Transportation Andrew L. Lewis, Jr.; Chase Untermeyer, the Presidential Personnel Director of the Bush Transition Team; Ron Kaufman, Deputy Chief of Personnel, Reagan Administration; Robert Estrada, Office of Presidential Personnel, Reagan Administration; and Nancy Thurmond, wife of U.S. Senator Strom Thurmond.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Butz, Earl L. (Earl Lauer), 1909-
Carter, Jimmy, 1924-
Foreman, Carol Tucker
Steorts, Nancy Harvey , 1936- –Correspondence
Steorts, Nancy Harvey , 1936- –Family
Syracuse University. Alumni Association
Syracuse University. College for Human Development

Correspondents:

Baldrige, Malcolm (Howard Malcolm), 1922-1987
Block, John R.
Bush, Barbara, 1925-
Bush, George, 1924-
Dole, Robert J., 1923-
Estrada, Robert A.
Helms, Jesse
Kaufman, Ron
Lewis, Andrew Lindsay, 1931-
Thurmond, Nancy Moore
Thurmond, Strom, 1902-2003
Untermeyer, Chase (Charles Graves), 1946-

MSS 123, NANCY HARVEY STEORTS PAPERS, PERSONAL (1955-1999), SERIES 1,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
1	1	Board Letters: Responses – 1988
		Calendars
	2	1957, 1964, 1965, 1968-1971
	3	1973-1975
	4	1977
	5	1979-1981, 1985
		Cards and Postcards
	6	1988-1990
2	7	1990-1992
	8	Catalyst – 1980-1981
	1	Certificates – 1970-1988
	2	Clemson University: [Donation of Her Papers] – 1985-1989
	3	[Consumer Advisor Position in George H. W. Bush Administration] – 1988-1989
	4	Continental Group, Inc. – 1977-1978
		Correspondence
	5	Family to Steorts – 1959-1960, 1968-1969
		Friends to Steorts
	6	1958-1986
	7	[n.d.]
	8	Political Job Search – 1968-1980
	9	Real Estate – 1975-1980
	10	[Resume Rejections] – 1986-1988
	11	Steorts' Job Search – 1956, [c. 1970]-1980
12	Steorts to Family – 1967, 1969	
13	Steorts to Friends – 1977, 1981, [n.d.]	
14	Defensive Driving – 1981-1988	
15	[Diet] – 1954	
3	1	Divorce – 1973, 1975-1976
	2	Easter – 1999
	3	Executive Search: Contacts – 1987
	4	Fayetteville Manlius High School Reunion – 1985
	5	Finances – 1969-1985
	6	First Women's Bank of Maryland – 1988
	7	Foundations – 1992
	8	Fred W. Harvey Company – 1973-1981
	9	[Harvey, Frederick Jones (Brother)] – 1997
	10	Harvey, Josephine [Mother] – 1959-1980
	11	Head Hunters – 1976-1979
	12	High School Diploma – 1955
	13	[Home Mortgage] – 1976
	14	House – 1986-1988
	15	Housing – 1989-1992

MSS 123, NANCY HARVEY STEORTS PAPERS, PERSONAL (1955-1999), SERIES 1,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
4	1	IEA Trusteed Plans – 1987
	2	Invitations – 1970-1987
	3	Jones, Ernest L. – 1958-1972
	4	Jordan, Kingdom of – 1980
		Josephs, Joan
	5	1985
	6	January-March 1986
	7	April-June 1986
5	8	August 1986-December 1987, [n.d.]
	1	[n.d.]
	2	Leadership – 1970
	3	Life Insurance – 1986-1987
	4	Marriage – 1959-1960
	5	Maryland Gubernatorial Race – 1978
	6	MBA Resources Inc. – 1977
	7	National Executive Search, Inc. – 1978
	8	News Clippings of Interest to Steorts – 1960, 1977-1987, [n.d.]
	9	Outstanding Young Women of America – 1970
	10	Passport and Travel Certificates – 1970
	11	Paul R. Ray and Co., Inc. – 1986-1988
		Payroll Information
	12	Consumer Product Safety Commission – 1981-1986
13	United States Department of Agriculture – 1973-1977	
6		Pierson Associates, Inc.
	14	1977-1979
	1	[n.d.]
	2	Presidential Appointment – 1980-1981
	3	Real Estate – 1980
	4	Reappraisal Appeal – 1986
	5	Reference Letters – 1972, 1983, [n.d.]
		[Resume and Federal Government Standard Form 171]
	6	1975-1978
	7	1976-1977
		Resumes
	8	[c. 1959]-[c. 1980]
	9	[c. 1981]-1992
	10	Security Clearances – 1981
11	Self-analysis – 1977, 1979, 1983	
12	Sex Education – 1970, 1973	
13	[Space Shuttle Envelope and Postcard] – 1983	
14	Steorts, Deborah [Daughter] – 1962-1998	

MSS 123, NANCY HARVEY STEORTS PAPERS, PERSONAL (1955-1999), SERIES 1,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Steorts' Notes
7	1	1980
	2	[n.d.]
	3	[n.d.]
	4	[n.d.]
	5	[n.d.]
	6	Stickley Furniture – 1985
		Syracuse University
	7	1975-June, 1992
	8	July-October, 1992
8	1	1993-1997
	2	[Alumni Association Spring Meeting Trip (June 3-5, 1994)] – 1993-1994
	3	Board of Directors Book, Homecoming '96, September 26-29, 1996] – 1996 [College for Human Development]
	4	1972-December 1983
	5	1983-1992
	6	[75 th Anniversary] – 1991-1992
	7	[Visiting Committee] – [c. 1984], 1987, 1989 [Visiting Committee Meeting]
	8	[(September 30, 1988)] – 1988
	9	[(April 25, 1991)] – 1991
	10	[George Arent Pioneer Award] – 1976
9	1	[Listings] – 1993-1994
	2	[Notes and Examination Book] – [c. 1955-1959] School of Management
	3	1998
	4	Corporate Advisory Council – 1997
	5	Texas Employment Commission – 1988-1989
	6	The Inter Face Group Ltd. – 1981-1988
	7	The Ronald Reagan Presidential Foundation – 1987-1988
	8	Thurmond, Strom – 1983
	9	Vocational Testing – 1977 [Water Park Towers, Crystal City, Virginia]
	10	[Articles on Allergies] – 1986-1989
	11	[Expenses] – 1989
	12	[Insurance Information] – 1990
	13	[Lawyer's Letters and Air Quality Inspection [Report] – 1989
	14	[Lease] – 1989
	15	[Steorts' Notes] – 1990

MSS 123, NANCY HARVEY STEORTS PAPERS, PERSONAL (1955-1999), SERIES 1,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
10	1	Watergate South 1984-August, 1988
	2	September, 1988-February, 1989
	3	March-September, 1989
	4	<i>Who's Who</i> and other Biographical References – 1975, 1981-1985, 1992, 1994, 1996

**Series 2: U.S.D.A. [United States Department of Agriculture] Series, 1968-1977;
bulk 1973-1977**

18.225 cubic feet consisting of 410 folders.

The U.S.D.A. [United States Department of Agriculture] Series consists of articles, bulletins, clippings, correspondence, daily planners, government documents, memoranda, minutes, newsletters, press releases, plans, publications, reports, speeches, statements, telephone logs, television transcripts, and testimonies.

Materials in this series cover the period 1968-1977, which includes Nancy Harvey Steorts' tenure as the Special Assistant to the U.S. Secretary of Agriculture for Consumer Affairs from July 1973 to February 4, 1977. The bulk of the materials dates from 1973 to 1977.

The series is arranged alphabetically by folder title, and chronologically within each folder.

The majority of the correspondence in this series relate to consumers describing their complaints and concerns about products and services or stating their objections to practices such as computer-assisted checkout systems and supermarket re-pricing of products already on their shelves. There is also outgoing correspondence in which Nancy Harvey Steorts and her staff reply to the consumers. Letters from other departments, e.g., the Federal Trade Commission and the Food and Drug Administration, can be found in these files because some of the consumer complaints were not in the jurisdiction of the U.S. Department of Agriculture.

Other correspondence can be found in the "Correspondence," "Day File" and "Reader File" folders. However, it should be noted that some letters from consumers are interspersed in these files. Incoming correspondence includes invitations, cancellations, requests for publications and other information, commendation and thank-you letters. Steorts' outgoing correspondence contains comments on such subjects as the Food-for-Survival Learning Center Proposal, pre-packaged produce, and the duties and functions of the U.S. Department of Agriculture.

Memoranda in those files include those sent to her boss, U.S. Secretary of Agriculture Earl L. Butz. Topics covered in the memoranda include actions initiated by Steorts that resulted in positive benefits for consumers, the U.S.D.A. briefing on fresh fruits and vegetables grading revision, various press and professional conferences, the Consumer Product Information Center's "Federal Focus on Consumer Education" Panel, the U.S. Department of Agriculture's Food Safety and Quality Committee, the Federal Trade Commission's draft of a proposed trade regulation on food advertising, a recommendation of two consumer leaders for the Nutritional Labeling Task Force; a recommendation that the Department of Agriculture initiate a "Consumer Tips" media program; the Animal and Plant Health Inspection Service (APHIS) passing the responsiveness test in answering the questions of consumers, the U.S.D.A.'s food safety campaigns, the consistently high marks for the way in which the U.S.D.A. handles consumer calls in a survey conducted by newspapers, and the reports on the activities of Steorts' office.

The series contains information regarding the implementation of a consumer representation plan for the United States Department of Agriculture. This includes drafts and the final copy of the consumer representation plan for the U.S. Department of Agriculture; copies of the

representation plans of the U.S. Department of the Interior, Labor, Transportation, and the U.S. Environmental Protection Agency; and transcripts from meetings held in Atlanta, Boston, Denver, Houston, Kansas City (Missouri), Los Angeles, Philadelphia, and Washington, D.C. in relation to the White House Conference on the Consumer Representation Plan. There are also transcripts from a meeting at Stanford University and workshops held by the General Services Administration, as well as a report from the White House Office of Public Liaison and expenditures for the White House conference.

Another topic well-documented in the series relates to the shortage of home canning equipment, especially lids. The situation occurred because more people were planting gardens due to rising unemployment and higher food costs. There is correspondence, memoranda, and U.S.D.A. press releases. It contains responses from the State Departments of Agriculture regarding the home canning situation; statements from a March 10, 1975 U.S.D.A. press conference which outlined the home canning equipment supply situation, the botulism poisoning problem, and other canning information; and materials related to a series of nine nationwide U.S.D.A. briefings aimed at eliminating outbreaks of food borne diseases caused by improper home canning. In addition, there are statements and testimonies from Steorts and other individuals in regard to the investigation of the shortage of home canning equipment by the Subcommittee on Commodities and Services of the U.S. House Committee on Small Business, chaired by U.S. Representative Charles J. Carney of Ohio in June 1975 and July 1976.

Materials covering a proposal to revise the U.S. standards for grades of beef are filed in the series. Correspondence includes that supporting or opposing the proposal from organizations such as the American National Cattlemen's Association, the National Livestock Feeders Association, the National Association of Meat Purveyors, the National Consumers League, the National Consumer Congress and National Restaurant Association, as well as letters from consumers. There is a memo and brief summary on regional conferences on beef upgrade change proposals. There is information relating to a September 10, 1974 press conference which includes remarks by Steorts and others, questions and answers, and a U.S.D.A. press release. There are also statements by Steorts and other people before the U.S. House Agriculture Committee, which studied the beef grading issue.

While Steorts was with the U.S.D.A. she initiated a campaign to persuade restaurateurs to give consumers a choice of portion size are filed in the series. A majority of the materials relating to this project is correspondence sent to and from such organizations as Marriott's Camelback Inn, Sir Water Raleigh Inns, Billy Martin's Carriage House, Inc., Weight Watchers International, Inc., Hilton Hotels Corporation, and Canadian Restaurant Association, as well as letters from consumers. Also included are Steorts' remarks about the program that she gave at meetings of various organizations.

Also of particular interest are the files relating to the International Women's Year, 1975. On January 9, 1975 President Gerald R. Ford signed Executive Order No. 11832 which established the National Commission on the Observance of International Women's Year, 1975. Steorts was designated to represent the U.S.D.A. on the Interdepartmental Task Force for International Women's Year. The files contain recommendations for the National Commission for Observance of the International Women's Year memoranda, correspondence, reports, and

newsletters from the U.S. Center for IWY 1975; information bulletins from the Organization of American States; and a summary report of International Women's Year activities in the U.S. Department of Agriculture by Steorts.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Beef industry--Government policy--United States

Butz, Earl L. (Earl Lauer), 1909-

Canning and preserving--Equipment and supplies

Consumer Participation--United States

Consumer protection--United States--Citizen participation

Food portions

Glass container industry--United States

International Women's Year, 1975--United States

United States. Dept. of Agriculture

United States. Dept. of Agriculture. Special Assistant to the Secretary for Consumer Affairs--
Officials and employees

United States. Dept. of Agriculture. Officials and employees--Selection and appointment

Form/genre:

Speeches

Transcripts

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
1	1	Advisory Committee on Regular Programs – 1976
	2	Advisory Committees – 1972-1976
	3	Agency Consumers Coordinators – 1975-1976
	4	Agency for Consumer Advocacy – 1969-1977 Agency for Consumer Protection
	5	March-April 1977
	6	1977
	7	<i>AG-GOP Alumni News</i> – 1977
	8	Agribusiness Institute – 1973-1974
	9	Agribusiness Outlook Conference – 1976
	10	Agriculture Council of America – 1976-1977 Agricultural Food Conference on Inflation
	11	1974
	12	1974
	13	Agricultural Marketing Service (AMS) – 1973-1976
2	1	Agricultural Pre-Summit – 1974
	2	Agricultural Relations Council (ARC) – 1975-1976 Agricultural Research Service (ARS)
	3	1968-November 1975
	4	[c. 1975]-December 1976
	5	[c. 1976]-[c. 1977] [Tours]
	6	[Berkeley, California] – 1974-1975
	7	[Orlando and Winter Haven, Florida] – 1975
	8	Agricultural Stabilization and Conservation Service (ASCS) – 1973, 1977
	9	Agri-Dynamics Executive Workshops – 1971-1974
	10	Agway Board of Directors – 1976
	11	American Council on Consumer Interests – 1974 American Home Economics Association (AHEA)
12	1966-1967	
3	1	1976-[c. 1977] American Meat Institute
	2	1973
	3	1974-1975
	4	1976
	5	American Oil Chemists Society – 1975
	6	Animal and Plant Health Inspection Services – 1973-1976 Appointment Book
	7	1976
	8	1976
	9	[Arkansas Public Health Association 26 th Annual Convention] – 1974
	10	Armstrong, Anne. Speech Draft before the Texas Seedsmen – [n.d.]

MSS 123, NANCY HARVEY STEORTS PAPERS, USDA [UNITED STATES DEPARTMENT OF AGRICULTURE] (1968-1977), SERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
3	11	Beef – 1974 Beef Grading Booklets, Briefing Papers, Statements, etc.
	12	1968-October 1974
4	1	November 1974-March 1975
	2	March 7, 1975-February 6, 1976
	3	February 17-April 21, 1976
	4	Composite for Desk File – 1975-1976
		Correspondence
	5	1973-1974
	6	1975-1976
	7	Handwritten Notes and Old Drafts – 1973-1975
		Materials
	8	Part I – 1974-1975
	9	Part II – 1974-1975
5	1	Memos – 1973-1976
	2	Oversight Hearings – 1975
	3	Beefalo – 1976
	4	Bloomington, [Indiana] Safety Week Press Coverage – 1974
	5	Board of Directors of the Club Managers Association of America, Roosevelt Room, The White House – 1976
	6	Botsford-Ketchum – 1974-1975
	7	Briefing for Proposed Uniform Nomenclature for Fresh Fruits and Vegetables – 1975
	8	Briefing Comments – 1974
	9	Briefing on New Orleans – [1975]
	10	Campbell Soup Company – 1974-1976
	11	Carter Administration: Consumers – 1976-1977
	12	Catherine L. O'Brien Award – 1975-1976
	13	Cattle Industry Advisory Committee – [c. 1974]
	14	[Certificates] – 1975
	15	Chautauqua, Nebraska (Congressman Charles Thone) – 1976
	16	Citizen Participation Manual – [c. 1975] [COCO (Conference of Consumer Organizations) Seminar, Monterey, California]
	17	1973-July 1975
6	1	August 1975, [n.d.]
	2	Coffee – 1976-1977
	3	Coffee Price Comparison – 1975-1977
	4	Communication Officers of State Departments of Agriculture, Austin, Texas – 1975
	5	Computer Checkout/Universal Product Code – 1974-1975
	6	Conference on Nutrition Education, Oxford, England – 1976-1977

MSS 123, NANCY HARVEY STEORTS PAPERS, USDA [UNITED STATES
DEPARTMENT OF AGRICULTURE] (1968-1977), SERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>	
6	7	Conservative View of Vegetarianism – [c. 1976]	
	8	Consumer Affairs Departments in the Retail Food Industry: A Voice for the Consumer Interest? by James S. Turner – 1976-1977	
	9	Consumer Affairs Professionals Conference – 1974	
	10	Consumer Attitudes – 1972-1976	
	11	Consumer Attitudes, Beliefs, and Knowledge Related to Food and Nutrition – 1976	
	12	Consumer Awareness Kit – 1973-1974	
	13	Consumer Awareness Seminar [“Food and You,” Portland, Oregon] – 1974-1975	
		Consumer Complaint File	
		14 January 2-March 27, 1975	
	7	1	March 31-June 20, 1975
		2	June 23-October 29, 1975
		3	November 3, 1975-February 4, 1976
		4	February 18-April 30, 1976
		5	May 2-August 27, 1976
6		September 16-November 4, 1976	
7		Consumer Conference, Chicago, Illinois – 19xx	
	Consumer Correspondence		
	8 January 6-20, 1975		
8	1	January 20-31, 1975	
	2	February 3-20, 1975	
	3	February 21- March 18, 1975	
	4	March 26-31, 1975	
	5	Consumer Dialog with Assistant Secretary of Agriculture Richard L. Feltner in New York City – 1975	
	6	Consumer Education – 1973-1976	
	7	Consumer Education and Information Liaison (CEIL) – 1976-1977	
	8	Consumer Education Conference – 1975-1976	
9	1	Consumer Expo – 1974-1975	
	2	Consumer Federation of America – 1972-1976	
	3	Consumer Food Dollar Conference – 1974	
	4	Consumer Institute, Louisville, Kentucky – 1974	
	5	Consumer Issues – 1973-1976	
	6	Consumer Issues in Hawaii – 1973	
	7	Consumer Items of Current Interest – 1973	
	8	[Consumer Laws 1975-1976, Summary of State and Federal] – [1976]	
	9	Consumer Mail Logs – August 15, 1975-October 1, 1976	
	10	Consumer Material: [Miscellaneous] – 1975-1977	
	11	Consumer Price Index – 1976	
	12	Consumer Programs and Information Contacts – 1974	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Consumer Protection Agency
9	13	1973-1975
10	1	1975
		Consumer Representation Plan
	2	June-September 1975
	3	October 1975
	4	November 5-21, 1975
	5	November 21-December 10, 1975
	6	December 12, 1975-January 6, 1976
	7	January 7-13, 1976
11	1	January 13-February 12, 1976
	2	February 17-23, 1976
	3	February 26-March 27, 1976
	4	April 1976
	5	May 4-June 11, 1976
	6	June 21-October 14, 1976
12	1	October 18-December 30, 1976
	2	[c. 1976]
	3	[Agency Consumer Coordinators Committee's Report] – 1976
	4	[Analysis of Consumer Comments (Draft)] – [c. 1976]
		Briefing Paper
	5	January 21, 1976
	6	January 30, 1976
	7	Costs of Implementing the Plan – 1976
	8	Final Draft – 1976
		Information on Testimonies on [Capitol] Hill
	9	Part I – 1975-1976
13	1	Part II – 1976
	2	Materials for Hearings – 1975-1976
	3	[Public Citizen's Critique of the Plan] – 1976
	4	Public Information – 1975-1976
	5	Consumer Responsiveness Committee – 1975-1976
	6	Consumerism: Final Report – 1977
	7	Consumer's Freedom of Choice Press Conference – 1975-1976
	8	Consumers League of Ohio [75 th Anniversary] – 1975
	9	Consumers Day, Denver, Colorado – 1974
	10	Conversations with the Consumer, Kroger Company, Indianapolis, Indiana – 1975
	11	Cooperative Extension Service Conference – 1976
		Correspondence
	12	August 1973-May 1975
	13	July 1975-February 1977

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Daily Planner
13	14	1973
14	1	1973
	2	1974
	3	1974
	4	1975
	5	1975
	6	1976
		Day File
15	1	September 1975
	2	October 1975
	3	November 1975 -February 1976
	4	April-June 1976
	5	July-September 1976
	6	October 1976 -February 1977
	7	Diet Workshop's Seminar, Glen Cove, New York – 1975-1976
16	1	8 th Annual New York Consumer Assembly, New York, New York – 1974
	2	Executive Workshop in Agri-Dynamics (EXAD) – 1975-1976
	3	Expanded Nutrition Education Program – 1973-1974
	4	Exports – 1976
	5	Extension Service – 1975-1976
	6	“Family Adjustment to Economic Change” National Workshop – 1975-1976
	7	Farm and Industrial Equipment Institute – 1975-1976
	8	Farm-Retail Price Spreads for Red Meat (Report of a Special Task Force to Earl L. Butz, Secretary of Agriculture) – 1974
	9	Farm Women's Forum, Milwaukee, Wisconsin – 1975
	10	Farmer-Consumer Conference, Washington, D.C. – 1976
	11	Farmer-Consumer Roundtable Conference – 1977
	12	Federal Energy Advisory Consumer Affairs/Special Impact Task – 1975-1976
		Federal-State Food Assistance Programs
	13	July 1972-December 1974
	14	[c. 1974]-March 1975
	15	First National Lincoln Correspondent Conference – 1975
	16	Florida Bankers Association Citrus Forum – 1973
		Food and Drug Administration
	17	Liaison Meeting – 1976
	18	Nutrition Education Briefing – 1975
	19	Food and Drug Officials Annual Conference – 1974
17	1	Food and Inflation – 1974-1976
	2	Food Chemical News – 1975-1976

MSS 123, NANCY HARVEY STEORTS PAPERS, USDA [UNITED STATES DEPARTMENT OF AGRICULTURE] (1968-1977), SERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
17	3	Food Editors' Conference (U.S.D.A.) – 1973-1974
	4	Food Labeling Hearings – 1976
	5	[Food Marketing Institute/Woman's Day Ad Competition] – 1976
		Food: Mechanical Deboning of Meat
	6	September 1975-April 1976
	7	May-July 1976
	8	August-September 1976
		Food Safety and Quality Committee
	9	1970-August 1974
	10	September 1974-January 1975
18	1	February-December 1975
	2	January-July 1976
	3	August-November 1976
	4	Food Safety Campaign, Bloomington, Indiana – 1974
	5	Food Safety Conference – 1975
	6	[Food Safety Meeting Notes] – [c. 1974-1976]
	7	Food Stamp Program for Alaska – 1974
	8	Food Stamps – 1973-1975
	9	Ford's State of the Union Address – 1976
	10	Foreign Agricultural Service – 1976
	11	Foreign Service Institute – 1976
	12	[Forest Service Benefits to Consumer] – [c. 1973]
	13	Fourth National Consumer Symposium – 1976
	14	Fraser/Rudder and Finn Public Relations Company – 1974-1975
19	1	Glassboro State College Management Institute – 1973
	2	Grading – 1971, 1976
	3	Grain Information – 1973-1976
	4	Grocery Manufacturers Representatives, Lanham, Maryland – 1975
	5	Hemispheric Conference for Women '76, Inc. – 1976
		Home Canning
	6	July 1974-April 1975
	7	May-June 20, 1975
	8	June 24-July 8, 1975
9	July 10-31, 1975	
20	1	August 1975
	2	September 1975-March 1976
	3	April-September, 1976
	4	[Philadelphia, Pennsylvania] – 1975
	5	[Responses from State Departments of Agriculture] – 1975
	6	Home Economists in Business – 1975-1976
	7	Idaho Grower Shoppers Association – 1975
	8	Information/Education Task Force (Food Safety and Quality Committee) – 1975

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
20	9	[Institute of Food Technologists (Florida Section): Citrus Chemistry and Technical Conference, Winter Haven, Florida] – 1976
21	1	International Apple Institute – 1974
	2	International Food Service Manufacturers Association, Annual Meeting and Management Seminar – 1976
		International Women’s Year
	3	1975
	4	1976
	5	Information from U.S. Embassy, Mexico City – 1975
	6	Input from other Nations – 1974-1975
	7	Organization of American States’ Input – 1975
	8	Publicity, Promotion, and News Clippings – 1975
	9	Reports from Department of Health, Education, and Welfare – 1974-1975
	10	Reports from Women’s Bureau, U.S. Department of Labor – 1975
	11	Tribune – 1975
	12	International Women’s Year, United Nations Economic and Social Council – 1974-1975
	13	International Women’s Year, United Nations World Conference of the – 1975
	14	International Women’s Year, United States Center for – 1974-1975
22		International Women’s Year, United States Commission on
	1	July 1975-February 12, 1976
	2	February 18-23, 1976
	3	International Women’s Year, United States Department of Agriculture Plans for – 1975
	4	Institute of Food Technologies, Chicago, Illinois – 1975
	5	Inventory of the Policy Decisions and Implementing Actions of the Department of Agriculture having a Consumer Impact – 1975
	6	[Kroger Company Meeting (February 27-28, 1975), Cincinnati, Ohio] – 1974-1976
	7	Kroger Food Store – 1974-1976
		Labeling
	8	1974-1976
	9	Colonial Stores’ Meat Identification Labels – 1973-1974
	10	Livestock Marketing Congress, Spokane, Washington – 1973-1974
	11	[Magazine/Journal/Newsletter Articles] – 1973-[c. 1975]
	12	Meat and Poultry – 1976
23	1	Memorandums – 1973-1977
	2	Memorandums to Heads of Department Agencies – 1975
	3	Milk – 1973-1976
	4	[Missouri Cattlemen’s Association] – 1974
	5	“More for Your Money” Consumer Seminar – 1976

MSS 123, NANCY HARVEY STEORTS PAPERS, USDA [UNITED STATES DEPARTMENT OF AGRICULTURE] (1968-1977), SERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
23	6	Nancy Briefings – 1973
	7	National Association of Extension Home Economists (NAEHE) – 1975
	8	[National Association of Food Chains] – 1973, 1975
	9	National Association of State Departments of Agriculture (NASDA) – 1975
	10	National Cannery Association (NCA) – 1971-1976 National Consumer Advisory Committee
	11	1976-1977
24	1	Suggested Nominees – 1976
	2	National Consumers Congress – 1973-1976
	3	National Feed Ingredients Association (NFIA) – 1973
	4	National Livestock and Meat Board – 1974-1976
	5	National Nutrition Exchange Workshop – 1974 Net Weight
	6	1972-1973
	7	1974-1975
	8	Briefing – 1973-1974
	9	New England White House Conference on Consumer Representation Plans – 1976
	10	[New Foods and Ingredients Conference, Colonial Williamsburg, Virginia] – 1976-1977
	11	New Jersey Marketing Institute – 1974
25		Newspaper Clippings
	1	1973-1974
	2	1975-1977
	3	Newspaper Food Editors Conference – 1974
	4	Nitrates – 1973-1977
	5	Nominations and Resumes for National Consumer Advisory Committee (Submitted October 1976) – 1976-1977
	6	Occupational Safety and Hazards Association (OSHA): Cancer Proposal – 1977 Office of Special Assistant to the Secretary of Agriculture for Consumer Affairs
	7	1972-1975
	8	[c. 1975]-1977
	26	1
2		Organization of Professional Employees of the U.S. Department of Agriculture (OPEDA) – 1974
3		[Oregon Cattlemen’s Association 61 st Annual Convention, Portland, Oregon] – 1974
4		[Oscar Meyer 28 th Annual Marketing Conference, Miami Beach, Florida] – 1974-1975

MSS 123, NANCY HARVEY STEORTS PAPERS, USDA [UNITED STATES DEPARTMENT OF AGRICULTURE] (1968-1977), SERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Outlook Conference
26	5	1973-1974
	6	1976
	7	Outlook Conference: International Women's Year – 1975
	8	Ozark Cannery and Freezers Association – 1976-1977
	9	Passport – 1974-1975
	10	Pennsylvania Department of Agriculture – 1974-1975 [Portion Choice Program]
	11	1974-1975
27	1	1976
	2	[Consumer Letters] – 1975-1976
	3	["Possible Action Programs on Consumer Information," Office of Communication] – 1975
	4	Press Briefings – 1972-1973 Press Releases (U.S.D.A.)
	5	July 1973-January 1977
	6	March-October 1977
	7	Programs in Nutrition – 1975
	8	Progress Report on Food Ingredient Safety Criteria – 1977 Proposed Interagency Agreements between the Federal Energy Administration and the United States Department of Agriculture –
	9	1976
	10	1976
	11	["Protein Enrichment for Better Foods" Briefing, Peoria, Illinois] – 1974
		Reader File
	1	July 2-October 13, 1973
28	2	October 18, 1973-January 21, 1974
	3	January 22-March 22, 1974
	4	March 26-April 12, 1974
	5	April 15-July 19, 1974
	6	July 22- August 23, 1974
	7	August 27-October 4, 1974
	8	November 19-December 31, 1974
29	1	January 3-22, 1975
	2	January 23-February 28, 1975
	3	March 3-May 14, 1975
	4	May 15-June 30, 1975
	5	Red Meat Marketing Conference – 1974-1975
	6	[Responsiveness of Federal Agencies to Consumer Complaints] – 1975-1977
	7	Rice – 1974-1976
	8	Salmonella – 1973-1976
30	1	Schedules of Trips – 1973-1976

MSS 123, NANCY HARVEY STEORTS PAPERS, USDA [UNITED STATES DEPARTMENT OF AGRICULTURE] (1968-1977), SERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
30	2	School Lunch – 1973
	3	Secretary’s Memos – 1976
		Secretary’s Record Copies: Consumer Letters
	4	April 2-May 1, 1975
	5	May 5-30, 1975
	6	June 5-26, 1975
	7	June 27-July 7, 1975
	8	July 9-31, 1975
31	1	August 1- September 26, 1975
	2	September 29-October 29, 1975
	3	November 4-26, 1975
	4	December 1, 1975-January 27, 1976
	5	February 2-27, 1976
	6	March 1976
32	1	April 1-May 24, 1976
	2	June 3-August 17, 1976
	3	Secretary’s Significant Activities Reports – 1975
		Secretary’s Staff Meetings (Notes)
	4	1973-1975
	5	1976
	6	Slaughter and Packaging House – 1973-1975
	7	South Carolina Home Economics Association – 1974-1975
	8	Southern Farm Forum – 1976
	9	Southern Grass Belt Beef Marketing Conference – 1974-1975
	10	Special Briefings on Feed, Livestock, and Food Situation, Washington, D.C. – 1974
	11	Speeches and Testimonies by Steorts, Lists of – 1973-1977
	Speeches by Other Individuals	
	1973-1974	
33	1	1975-February 1976
	2	March-December 1976
	3	1977
	4	Speeches by Secretary of Agriculture Earl L. Butz – 1973-1976
		Speeches by Steorts
	5	1973
	January 11-March 15, 1974	
	March 20-May 29, 1974	
34	1	June-September 1974
	2	October-November 1974
	3	December 1974-January 1975
	4	February-March 1975
	5	April-June 1975
	6	July-October 1975

MSS 123, NANCY HARVEY STEORTS PAPERS, USDA [UNITED STATES DEPARTMENT OF AGRICULTURE] (1968-1977), SERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Speeches by Steorts
34	7	November 1975-January 1976
35	1	February-April 1976
	2	May-August 1976
	3	September-October 1976
	4	November 1976-March 1977
	5	State of the Union Address [President Richard M. Nixon] – 1975
		Steorts' Notes
	6	General Electric/Japanese – [1975]
	7	McDonald's Conference – April 9-13, [1975] [Miscellaneous]
	8	[c. 1973-1977]
36	1	[c. 1973-1977]
	2	[c. 1974]
	3	[c. 1974-1975]
	4	United Fresh Fruit and National Cannery – [1976]
	5	[Subpoenas] – 1975
	6	Sugar – 1973-1975
	7	Sunkist – 1975-1977
	8	[Sunkist Background Information Notebook] – [c. 1977]
	9	Syracuse University: Bernice M. Wright Memorial Lecture – 1976
		Telephone Logs
37	1	November 12-December 8, 1973
	2	May 27-July 29, 1975
	3	September 17, 1975-January 6, 1976
	4	January 7-March 8, 1976
	5	March 9-June 29, 1976
	6	June 29, 1976-February 4, 1977, [n.d.]
	7	[Tri-Valley Growers, Inc., San Francisco, California] – 1975
	8	[Tri-Valley Growers, Inc. Annual Membership Meeting, San Francisco, California] – 1974-1975
38	1	United States Agricultural Outlook – 1974
	2	United States Department of Agriculture – 1973-1976
	3	[Visit to Oregon (October 14-15, 1976)] – 1976
	4	Wanamaker's Program – 1974
	5	Washington Rotary Club, Washington, D.C. – 1976
	6	Western Association of State Departments of Agriculture – 1974
	7	Western Trip with the Secretary – 1973
	8	[“What is a Consumer from the Viewpoint of the U.S.D.A.?”] – 1975
		While You Were Out Forms
	9	April 1-May 14, 1974
	10	October 2, 1974-February 28, 1975
	11	October 21, 1974-March 18, 1975

MSS 123, NANCY HARVEY STEORTS PAPERS, USDA [UNITED STATES DEPARTMENT OF AGRICULTURE] (1968-1977), SERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[White House Conference on Consumer Representation Plans]
38	12	[Atlanta, Georgia (Transcript)] – 1976
	13	[Boston, Massachusetts (Transcript)] – 1976
	14	Briefing Book – 1976
	15	[Denver, Colorado (Transcript)] – 1976
	16	Expenditures – 1976
39	1	General Accounting Office Request of 1976 – 1976
	2	General Services Administration Workshops (Transcripts) – 1976
	3	[Houston, Texas (Transcript)] – 1976
	4	[Kansas City, Missouri (Transcript)] – 1976
	5	Los Angeles, California (Transcript) – 1976
	6	[Official Report of Proceedings, White House Office of Public Liaison] – 1976
	7	Stanford University, California (Transcript) – 1976
	8	Washington, D.C. (Transcript) – 1976
		White House Conference on Education [“Tuesday at the White House”]
	9	June 1974-January 12, 1975
	10	February 24- March 11, 1975
		White House Conference on Food, Nutrition, and Health Recommendations
	11	April-July 1974
40	1	August 1974
	2	June-July 1975
	3	White House Regional Conference on Consumer Representation Plans. Philadelphia, Pennsylvania (Transcript) – 1976
	4	White House Regional Conferences on Consumer Representation Plans – 1976
	5	[Women’s Forum on National Security, Washington, D.C.] – 1975
	6	Working Conference on Research to Meet U.S. and World Food Needs – 1975
		World Food Conference
	7	1974-1975
	8	1976
41	1	World-Wide Developments in Food Proteins Symposium – 1974-1975
		Young Executives Committee
	2	1973-1976
	3	Report on Agriculture – 1976

Series 3: Nancy Harvey Steorts & Associates Series, 1963-1981; bulk 1973-1981

6.75 cubic feet consisting of 153 folders.

The Nancy Harvey Steorts & Associates Series consists of addresses, agendas, articles, clippings, correspondence, memoranda, newsletters, notes, pamphlets, press releases, programs, reports, speeches, statements, and testimonies.

Materials in this series cover the period 1963-1981. The bulk of the materials dates from 1973 to 1981 and documents the consumer affairs consulting firm she formed in the Washington, D.C. area after leaving the U.S. Department of Agriculture in February 1977.

The series is arranged alphabetically by folder title and chronologically within each folder.

Correspondence relating to Nancy Harvey Steorts' search for positions in the private and government sectors, especially that relating to her quest to be a Commissioner of the U.S. Consumer Product Safety Commission, are filed in this series. In addition, there are letters pertaining to speaking engagements with organizations such as the American Program Bureau, Inc., the International Platform Association, and the Society of Flavor Chemists, Inc.; congratulatory and appreciation letters; and several letters which deal with Steorts testifying before the Subcommittee on Domestic Marketing, Consumer Relations, and Nutrition of the Committee on Agriculture in regard to nutrition education. The series also contains speech background materials which include copies of addresses, speeches, statements and testimonies given by various individuals, as well as clippings, newsletters and notes

There are files relating to dietary guidelines which contain clippings, correspondence, memoranda, reports, speeches and statements, newsletters, as well as a few letters and pamphlets, notes, and a U.S.D.A. press release. A number of the statements relate to a hearing held by the Subcommittee on Health and Scientific Research of the U.S. Senate Committee on Labor and Human Resources on February 20, 1980. Related materials on nutrition education and food labeling include statements and testimonies given by Steorts and other individuals before the Subcommittee on Domestic Marketing, Consumer Relations, and Nutrition of the U.S. House Committee on Agriculture, the Food and Drug Administration, the U.S. Department of Agriculture, and the Federal Trade Commission on September 27-29, 1978.

Procter & Gamble was one of Steorts' clients, so there are materials relating to the centennial of Procter & Gamble's Ivory Soap filed in the series. Steorts did a market-by-market tour of the country to advertise their product. The files contain correspondence, clippings, tour schedules, information bulletins and fact sheets about the history of Ivory Soap. There are also booklets on marketing and twenty-seven photographs of different commercial advertisements of Ivory Soap throughout its history. In addition, there is a press kit which contains Steorts' agenda, tour schedule and notes.

Finally, information concerning saccharin can be found in this series. The files contain statements given by Steorts and other individuals before the Subcommittee on Health and the Environment of the U.S. House Committee on Interstate and Foreign Commerce on March 21, 1977, and the U.S. Department of Health, Education and Welfare, Food Drug Administration, on May 18-19, 1977.

In addition, there are articles, clippings, newsletters and notes, as well as press releases by the U.S. Department of Health, Education and Welfare and the U.S. Department of Agriculture and two reports by the American Enterprise Institute for Public Policy Research.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Advertising–Soap–United States–History
Businesswomen–United States
Food–Labeling–Law and legislation–United States
Food–Labeling–United States
Nancy Harvey Steorts International
Nutrition–Law and legislation–United States
Procter and Gamble Company
Procter and Gamble Company–History
Saccharin
Saccharin–Law and legislation–United States
Soap trade–United States–History
Women–Employment–United States
Women-owned business enterprises–United States

Form/genre:

Speeches

MSS 123, NANCY HARVEY STEORTS PAPERS, NANCY HARVEY STEORTS & ASSOCIATES (1971-1981), SERIES 3, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
1	1	AAMCO Transmissions, Inc. – 1973, 1977-1978
	2	Agricultural Council of California – 1979-1980
	3	Airline Passengers – 1977-1979
	4	[<i>An Analysis of the Content and Readability of Nutrition Publications</i> , Virginia Polytechnic Institute and State University] – [c. 1977]
	5	Anheuser-Busch, Inc. – 1977-1978
	6	Answers to Letters: Headhunters – 1978
	7	Appointment Book – 1980
	8	Appointment Books – 1979
	9	[ASTM Committee F-15 and Consumer Products: Member Information Packet] – 1981
	10	Byington Meeting – 1977
	11	[“Can Diseases of Overconsumption be Prevented by Dietary Changes? A Critique of Evidence” Symposium, American Society for Clinical Nutrition] – 1979
2	12	[Celebrating 100 Years Ivory Soap as America’s Favorite Press Kit], Part I – 1979
	1	Part II – 1979
	2	[Complaint Handling] – 1978
	3	[Conference on Nutrition and the American Food System: A New Focus, Washington, D.C.] – 1977
		[Conference on Nutrition and the American Food System, Washington, D.C.]
	4	Part I – 1978
	5	Part II – 1978
	6	Consumer Comments for Articles – 1976-1977
	7	Consumer Editor for Television – 1977-1978
	8	[Consumer Assembly ’80, Consumer Federation of America, Washington, D.C.] – 1980
	9	[Consumer Product Safety Commission, Appointment for Commissioner of the] – 1979-1980
10	Consumer Protection Legislation – 1977	
11	[Consumerism and Federal Regulation Articles] – 1979	
3	1	[<i>Consumerism at the Crossroads: A National Opinion Research Survey of Public, Activist, Business and Regulator Attitudes Toward the Consumer Movement, Sentry Insurance</i>] – [c. 1977]
		Corporate Contacts
	2	1977
	3	Follow-ups – 1977
	4	[Corporate Shadow Boards] – 1980
		[Correspondence]
	5	January-October 1977
	6	November-December 1977

MSS 123, NANCY HARVEY STEORTS PAPERS, NANCY HARVEY STEORTS & ASSOCIATES (1971-1981), SERIES 3, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[Correspondence]
3	6	January-March 1978
	7	April 1978-December 1979
	8	January 1980-February 1981
4	1	[Customer Confidence Conference II, Washington, D.C.] – 1977
	2	Del Monte – 1977-1978
	3	[Departments and Bureaus of the United States Government] – 1977
	4	Des Moines Register – 1976
		Dietary Guidelines
	5	January-July 1978
	6	November 1978-August 1979
	7	October-December 1979
	8	[c. 1979]-1980
	9	[Directory of the Federal, State and Local Government Consumer Offices] – 1977
	10	Economic Research Service Survey – 1976-1977
	11	Energy – 1976-1977
		Expenses
	12	Procter and Gamble Tour – 1979
5	1	Successful Woman Inc. – 1979
	2	[Focus on Food: A Seminar, Lansing, Michigan] – 1977
		Food and Drug Administration (FDA)
	3	Consumer Meetings – 1978
	4	[Consumer Representative Ad Hoc Meeting (March 2, 1977)] – 1977
		Food Labeling Hearings –
	5	January-September 1978
	6	October 1978-January 1979
	7	[Background Information] – 1963, 1974, 1976-[c. 1978]
	8	Food and Drug Administration (FDA) Proposal. Food Nomenclature Public Policy Forum – 1978
	9	[Food for Health] – 1978
		Food Marketing Institute
	10	1977
	11	[Super Market Industry Convention and Educational Exposition, Dallas, Texas] – 1977
	12	[Food Safety and Quality Service Facts] – 1978
	13	Food Safety Project – 1980
6	1	[Foreign Direct Investment in the United States] – 1980
	2	[Foreman, Carol Tucker] – 1977

MSS 123, NANCY HARVEY STEORTS PAPERS, NANCY HARVEY STEORTS & ASSOCIATES (1971-1981), SERIES 3, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[General Mills]
		[American Family Forum]
6	3	[New Directions for Family Health] – 1980
	4	[Parenting–The Crucial Years] – 1980
	5	[Consumer Food Education–The Message and the Media] – 1977
	6	[Ginter Park Women’s Club, Richmond, Virginia] – 1976-1979
	7	Government Contracts – 1980
	8	Grocery Manufacturers of America (GMA) Meeting, Atlanta, Georgia – [c. 1977]
		[Hearings on Hazards Posed by “Old Technology” Aluminum Wiring Systems]
	9	1978
	10	1978
		[Hearings on the National Consumer Nutrition Information Act of 1978],
	11	1978
7	1	1978
	2	[Home Economics Research Assessment Planning Projections (HERAPP)] – 1977
	3	Hunt-Wesson Foods, Inc. – 1978
	4	[Imitation Foods] – 1978
	5	[International Platform Association Convention, Washington, D.C.] – 1977
	6	Issues – 1977-1978
	7	[Jean Judge Associates, Inc.] – 1979
		Job Search: Outgoing Mail
	8	August 1-October 9, 1978
	9	October 23, 1978-February 9, 1979
	10	Letter Sent with Brochure – 1977-1978
	11	Materials for California Speech – 1979-1980
		McDonald’s Corporation
8	1	1975
	2	1977
	3	1978-1979
	4	1979
	5	McGovern Hearings on Nutrition Labeling and Information – 1978
	6	McManus Associates: [Prototype Workshop Model to Educate Consumers as Advisors to the Food and Drug Administration] – 1977
	7	Meat and Poultry Inspection – 1976-1977
		[Media Spokesperson on General Closures for the Closure Committee of the Glass Packaging Institute]
	8	1978
9	1	1979

MSS 123, NANCY HARVEY STEORTS PAPERS, NANCY HARVEY STEORTS & ASSOCIATES (1971-1981), SERIES 3, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
9	2	Mid-America Dairy Milk Producers – 1977 [Nancy Harvey Steorts. Speeches and Statements]
	3	1977-1978
	4	1979-1980
	5	[National Broiler Council Conference, Washington, D.C.] – 1977
	6	National Consumer Nutrition Information Act of 1978 (H.R. 11761) – 1978
	7	National Restaurant Association – 1977-1978
	8	National Science Foundation – 1977
	9	[National Symposium on Chronic Hazards] – 1977
	10	[New Food Marketing Technologies: Opportunities for Assessment, The Office of Technology Assessment] – 1978
	10	1
2		Nutrition – 1971, 1978 [Nutrition Education]
3		1973-1977 [Hearings]
4		February-September 22, 1977
5		September 27-October 17, 1977
6		[c. 1977]
7		1978
8		[Nutrition in the News: A Communications Workshop] – 1972-[c. 1977]
9		Nutrition: Updates – 1978-1979
11	1	Pillsbury Company – 1976-1978
	2	[President Jimmy Carter’s Executive Order on Coordination of Federal Consumer Programs] – 1977-1980
	3	[<i>Principles and Processes for Making Food Safety Decisions</i>] – 1979
	4	Procter & Gamble Company – 1977-1978 Procter & Gamble [Ivory Soap Centennial] Tour
	5	1978-April 1979
	6	June 1979-April 1980
	7	[Commercial Advertisements about Ivory Soap] – 1979
	8	[Schedules] – 1979
	9	[Proposed Legislation (S. 1262 and H.R. 6118) to Create a New Federal Consumer Protection Agency] – 1977-1978
	10	[<i>Public Involvement: Old Problems and New Ideas</i>] – [c. 1977]
12	1	Quaker Nutrition Seminar – 1978-1979
	2	Quaker Oats Company – 1977-1979
	3	[Reciprocity in Foreign Investment Bill, H.R. 7791] – 1980
	4	[Red River Valley Sugarbeet Growers Association Annual Meeting, Fargo, North Dakota] – 1977-1978
	5	Renshaw, Anne Mohnkern – 1977
	6	[“Republicans and Consumerism in the 1980’s”] – [c. 1979]

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Saccharin
12	7	March-April 15, 1977
	8	April 21-September 1977
	9	Hearings – 1977
13	1	Safeway – 1977
	2	School Food Service Proposal – 1977
	3	Senate Agriculture Committee – 1979 Senate Hearings on Food Labeling
	4	1978
	5	1979
	6	Small Business Administration – 1974-1977
	7	Speech Notes – 1976-1977 Speech/Tape Ideas
	8	1976-1978
	9	[n.d.] [Speeches and Statements by other Individuals]
14	1	1977-February 1978
	2	October 1978-1980 [Steorts' Notes]
	3	1980
	4	1980
	5	1980
	6	[Third Annual Consumer Education “Catch-up” Conference, Office of Consumer Affairs] – 1977-1978
	7	Transportation Hearings [on Improving America’s Railway System] – 1977
	8	Truth in Menus – 1978 United Fresh Fruit and Vegetable Association
	9	1977
	10	1978 [Upholstered Furniture Flammability Briefing Package]
15	1	Part I – 1979
	2	Part II – 1979
	3	U.S. Forrest Service – 1980
	4	Wade, Clint – 1977
	5	[Washington Conference on U.S.-Japan Agricultural Trade] – 1977
	6	Wells Fargo and Company – 1977-1978 [While You Were Out Messages] –
	7	December 1980-January 1981
16	1	January 1981
	2	White House Conference on Small Business – 1979-1980

**Series 4: CPSC (Consumer Product Safety Commission) Series, 1974-1999;
bulk 1981-1989**

58.275 cubic feet consisting of 1195 folders.

The CPSC (Consumer Product Safety Commission) Series consists of agendas, appointment books, booklets, articles, clippings, correspondence, fact sheets, financial records, government documents, legal documents, lists, manuals, memoranda, minutes, newsletters, notes, pamphlets, petitions, press releases, publications, reports, schedules, speeches, statements, statistics and testimonies.

Materials in this series cover the period 1974-1999, which documents Nancy Harvey Steorts' tenure as Chairman of the U.S. Consumer Product Safety Commission. She was sworn into office on August 3, 1981 and resigned from the position on November 29, 1984, which became effective on January 5, 1985. The bulk of the material dates from 1981 to 1989.

The series consists of three sub-series: **Correspondence**, **Subject Files** and **Post-CPSC Files**. The sub-series are arranged alphabetically by folder title, and chronologically within each folder.

The **Correspondence** sub-series (Sub-series 4.1, 12 boxes, 5.4 cubic feet) consists of three parts: Chronological Correspondence, Controlled Correspondence and Pending Correspondence. The sub-series contain incoming and outgoing correspondence, as well as memoranda to and from Steorts and the other commissioners and the CPSC staff. Topics found in the sub-series include urea formaldehyde foam insulation, poisoned over-the-counter drugs, safety of space heaters that are fueled by used motor oil and lubricants, kerosene heaters, the Cigarette Safety Act, and fabric flammability. Also, there is some information on the action that the CPSC took in regard to the application filed by the Alabama Liquefied Petroleum Gas Board to request exemption from preemption by the Commission's Safety Standard Requiring Oxygen Depletion Safety Shutoff Systems for Unvented Gas-Fired Space Heaters. A number of the memoranda deal with administrative procedures, personnel, FOIA [Freedom of Information Act] requests, and other related office matters. There is correspondence inviting Steorts to speak at events; reference letters for individuals seeking job positions with the Consumer Product Safety Commission; and congratulatory notes on her new position as Chairman of the U.S. Consumer Product Safety Commission.

The **Subject Files** sub-series (Sub-series 4.2, 113 boxes, 50.85 cubic feet) were used by Steorts while Chairman of the Consumer Product Safety Commission. Materials relating to fire safety, fire toxicity, smoke detectors, flammable fabrics and upholstered furniture, as well as coal and wood burning stoves, factory-built metal chimneys, kerosene heaters, unvented gas-fired space heaters and the Cigarette Safety Act of 1984, can be found in this series. Commission reports, as well as information on public hearings and meetings held by the Commission regarding fire safety can be found in these files. There are copies of remarks, statements and speeches by John Heinz, U.S. Senator from Pennsylvania, Nancy Harvey Steorts and Commissioners Stuart M. Statler, Terrence M. Scanlon and Samuel D. Zagoria at various press conferences, hearings and events, and testimonies given by Steorts and other individuals before Congressional committees on these topics. Also included are materials related to the National Advisory Committee for the Flammable Fabrics Act, established to provide the U.S. Consumer Product Safety Commission with the

opinions and recommendations of industry experts, distributors, and the public on the Commission's proposals and plans for reducing the frequency and severity of burn injuries involving flammable fabrics.

Another area well-documented in the series relates to urea-formaldehyde foam insulation, a material used extensively in the 1970s as an energy conservation measure by sealing wall cavities, crawl spaces, etc. The information in the files relates to the Commission's investigation of consumer complaints about a wide variety of adverse health reactions claimed to be caused by breathing the formaldehyde gas released from the insulation, the Commission's decision to ban it, and the legal repercussions of their decision. This includes the National Insulation Certification Institute's allegations of improper conduct by the Consumer Product Safety Commission staff in the Urea-Formaldehyde Foam Insulation Proceeding, the letters are from the Formaldehyde Institute and the Chemical Industry Institute of Toxicology, statements by Commissioners Terrence M. Scanlon, Edith Barksdale Sloan and Samuel D. Zagoria regarding the action to form a Chronic Hazard Advisory Panel (CHAP) to consider the chronic health effects of exposure to formaldehyde from consumer products, and information related to meetings in which the staff briefed the Commission or the Commission separately met to decide whether to finalize or withdraw the proposed ban on. Also, there was a meeting in which Steorts and Statler met with industry experts and professionals on the proposed UFFI ban. Included in the meeting materials are agendas, statements by the Commissioners and industry experts, rosters of individuals attending the meetings, minutes, statistics, letters, memoranda, notes and a transcript.

Other materials related to urea-formaldehyde concern the use of urea-formaldehyde resin in press wood products. There is information concerning CPSC's claim to jurisdiction in this area; to the issue of referring consumer complaints on pressed wood products to the industry or their associations, Hardwood Plywood Manufacturers Association (HPMA) and the National Particleboard Association (NPA), for information and follow-up; and to the issue of formaldehyde emissions being discharged from adhesive bonded wood products, which includes status reports on such emissions from pressed wood products. There are materials, including attendee lists, agendas and outlines, and reports from the CPSC, HPMA and NPA, related to a couple of meetings. The first was a briefing for the Commission by CPSC staff on the status of their investigation at Oak Ridge National Laboratory of the adverse health effects resulting from exposure to particleboard and plywood building materials manufactured with urea-formaldehyde resins, and their working relationship with the representatives of the industry; second, Steorts held a meeting with representatives of HPMA and NPA to discuss product warnings, consumer redress, and information/education, and voluntary industry standards. Also there is a copy of the Consumer Federation of America's petition to institute mandatory products standards for pressed formaldehyde-emitting wood products and statements by the Formaldehyde Institute and representatives of manufacturers of manufactured homes in regard to the petition.

There are also materials covering poison prevention which include information on the national campaigns for National Poison Prevention Week in 1983 and 1984, the Poison Prevention Packaging Act, the Poison Prevention Council and a few state poison centers, and a press conference held by Steorts on March 20, 1984. This includes fact sheets on poisonous household products, lead paint poisoning, and poison prevention packaging; and student readings and a teacher guide on poison prevention; copies of presidential proclamations by President Ronald

Reagan; scripts for radio public service announcements narrated by "Mister Rogers"; and copies of interviews with Steorts and Scanlon.

Materials on toy safety can be found in this series. There are memoranda and correspondence which mainly concern the National Toy Safety Campaigns of 1981-1984, as well as information about the press conferences for those events. Also, there are materials on the Toy Safety Act of 1984, including several different drafts of the bill and testimonies from Steorts, Virginia H. Knauer and other individuals given before various Congressional committees. Other topics covered in the files include the seizure of counterfeit "Cabbage Patch Kids Dolls"; CPSC testing of several dolls to determine if they would be considered hazardously inflammable following a fire incident involving one of the popular "Cabbage Patch Kids Dolls"; and nitrosamines found in rubber baby bottle nipples and pacifiers.

Other information pertinent to the Consumer Product Safety Commission includes materials related to the March 1981 and February 1983 hearings held by the House and the Senate on the reauthorization of the Commission. The files contain copies of testimonies, lists of witnesses and possible questions and CPSC responses. In addition, there is some information on the Consumer Product Safety Amendments of 1981 and 1983. Other important materials related to the CPSC include financial records, long-range planning documents, personnel policies, meeting agendas and minutes, briefing books and an operating procedures manual. Finally, there are "Daily News Log" files which contain xeroxed copies of clippings about issues and topics that were relevant to the Consumer Product Safety Commission. The clippings date from February 1983 to December 1984.

The series contains information on Steorts' nomination, confirmation, swearing-in and resignation from the Commission. There is correspondence and memoranda related to the first time Steorts was considered as a commissioner for the CPSC in 1979, endorsements of her for the position in 1981, and copies of her resignation letter in 1984. Also included are a transcript of the hearing before the U.S. Senate on July 21, 1981 in regard to her nomination, a summary of her biographical and employment data, and a portfolio which describes and highlights the accomplishments of the Commission while Steorts was Chairman from 1981-1984. "Major Speech Books" files contain copies of speeches made by Steorts that she gave at events and meetings, as well as opening and closing statements that she made at public hearings and meetings. Other materials related to her job include briefing books on her trip, meeting logs, voting records and statements. Finally, there is information on the other Commissioners: R. David Pittle, Terrence M. Scanlon, Edith Barksdale Sloan, Stuart M. Statler, Samuel D. Zagoria, Sandra Brown Armstrong, and Carol Dawson.

The **Post-CPSC** sub-series (Sub-series 4.3, 5 boxes, 2.025 cubic feet) contains the materials Steorts used after she left the Commission in January 1985. There are copies of statements and testimonies given by Steorts and other individuals before the House and Senate committees in May and June 1987 regarding the reauthorization of the Consumer Product Safety Commission, as well as legislative bills and a section by section analysis of the Consumer Product Safety Improvement Act of 1987.

Information on Terrence M. Scanlon, Chairman of the Consumer Product Safety Commission after Steorts' departure, and Stuart M. Statler, a commissioner during Steorts' tenure, can be found in

this sub-series. There are clippings and articles criticizing Scanlon's leadership of the CPSC and his use of a federal employee and government equipment to handle personal business on several occasions. In addition, there is a 1986 report to Congress regarding allegations that Statler used CPSC staff members for personal matters. Also included are pamphlets, brochures and booklets on topics such as coal and wood burning stoves, space heaters, smoke detectors, crib safety, safety for older consumers, toys, ranges and ovens, locking up poisons, fire safety, kerosene heaters, biological pollutants, asbestos and lead-based paint in homes, as well as indoor air quality, home wiring hazards, a safety checklist for children and pools, and background information about the Consumer Product Safety Commission. Other topics covered by materials in the sub-series include spas and pools, poison prevention, and toy safety. Finally, there are copies of the CPSC public calendars filed in the sub-series.

Correspondents include Consumer Product Safety Commissioners Sandra Brown Armstrong, R. David Pittle, Terrrence M. Scanlon, Edith Barksdale Sloan, Stuart M. Statler, and Samuel D. Zagoria; Virginia Knauer, Special Assistant to the President; United States Representatives Berkeley Bedell, John D. Dingell and Henry A. Waxman; United States Senators Jake Garn and Robert W. Kasten, Jr.; and David A. Stockman, Director of the Office of Management and Budget, Reagan Administration.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Accidental poisoning--Prevention--Government policy--United States
Chimneys--Standards
Cigarette industry--United States
Cigarettes--Combustion
Cigarettes--Safety regulations--United States
Combustion gases--Toxicology
Consumer protection--United States
Consumer protection--Law and legislation--United States
Dwellings--Insulation--United States
Fire detectors--United States
Fire prevention--Law and legislation--United States
Fire prevention--United States
Fire resistant materials--Government policy--United States
Fire resistant materials--Toxicity testing--United States
Flammability--Standards--United States
Flammable fabrics--Law and legislation--United States
Formaldehyde
Formaldehyde--Toxicology
Furniture making--Environmental aspects--United States
Hazardous substances--Government policy--United States
Hazardous substances--Labeling--United States
Health Policy--United States

Heating–Equipment and supplies–Standards
Heinz, John, 1938-1991
Insulating materials industry–Law and legislation–United States
Kerosene heaters
National Advisory Committee for the Flammable Fabrics Act
Packaging–Law and legislation–United States
Particle board industry–United States
Pittle, R. David, 1938-
Plywood industry–United States
Poison control centers–Government policy–United States
Poison Prevention Week Council (U.S.)
Product safety–Law and legislation–United States
Reagan, Ronald
Scanlon, Terrence M., 1939-
Sloan, Edith Barksdale
Smoke–Toxicology
Smoking and fires–United States
Smoking and fires–Safety measures
Space heaters–Standards–United States
Space heaters–United States–Safety measures
Statler, Stuart Michael, 1943-
Stoves, Coal
Stoves, Gas–Standards–United States
Stoves, Wood
Toys–Safety regulations–United States
Upholstered furniture–Fire testing
Upholstered furniture–Flammability–United States
Urethane foam
Urethane foam–Safety regulations–United States
Urethane foam–Toxicology
U.S. Consumer Product Safety Commission
U.S. Consumer Product Safety Commission–Appropriations and expenditures
U.S. Consumer Product Safety Commission–Officials and employees
Wood products–United States
Wood products–Formaldehyde release–United States
Zagoria, Sam, 1919-

Form/genre:

Speeches
Transcripts

Correspondents:

Armstrong, Sandra Brown, 1947-
Bedell, Berkeley
Dingell, John D.
Garn, Jake

Kasten, Robert
Knauer, Virginia H.
Pittle, R. David, 1938
Scanlon, Terrence M., 1939-
Sloan, Edith Barksdale
Statler, Stuart Michael, 1943-
Stockman, David Alan, 1946-
Waxman, Henry A.
Zagoria, Sam, 1919-

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 COMMISSION, SERIES 4, CORRESPONDENCE (1980-1984), SUB-SERIES 1,
 CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
1	1	Correspondence Manual – 1975
		Chronological Correspondence
	2	June 9, 1980-August 3, 1981
	3	August 5-27, 1981
	4	August 31- September 8, 1981
	5	September 9-October 1, 1981
	6	October 2-22, 1981
2	7	October 23-November 6, 1981
	1	November 9-16, 1981
	2	November 18-December 11, 1981
	3	December 14, 1981-January 8, 1982
	4	January 10-February 11, 1982
	5	February 12-18, 1982
3	6	February 19-March 8, 1982
	1	March 9-April 2, 1982
	2	April 9-May 25, 1982
	3	May 26-June 21, 1982
	4	June 23-July 23, 1982
	5	July 23-August 24, 1982
4	6	August 25-September 22, 1982
	1	September 23-October 15, 1982
	2	October 18-November 2, 1982
	3	November 3-December 3, 1982
	4	December 6, 1982-January 5, 1983
	5	January 6-13, 1983
5	6	January 14-February 9, 1983
	1	February 10-March 4, 1983
	2	March 7-31, 1983
	3	March 31-April 29, 1983
	4	May 3-23, 1983
	5	May 24-June 21, 1983
6	6	June 21-July 18, 1983
	1	July 18-August 4, 1983
	2	August 9-23, 1983
	3	August 24-September 1, 1983
	4	September 1-20, 1983
	5	September 21-October 3, 1983
7	6	October 3-17, 1983
	1	October 18-November 3, 1983
	2	November 4-[c. December 3, 1983]
	3	December 5-22, 1983
	4	December 23-January 9, 1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Chronological Correspondence
7	5	January 10-February 1, 1984
	6	February 2-15, 1984
8	1	February 16-March 7, 1984
	2	March 8-26, 1984
	3	March 27-April 10, 1984
	4	April 12-May 4, 1984
	5	May 8-31, 1984
	6	[June]-June 7, 1984
9	1	June 8-13, 1984
	2	June 14-24, 1984
	3	June 25-July 9, 1984
	4	July 10-17, 1984
	5	July 18-31, 1984
	6	[c. August]-August 14, 1984
10	1	August 15-September 5, 1984
	2	September 6-October 5, 1984
	3	October 10-31, 1984
	4	[c. November]-November 21, 1984
	5	November 23-December 27, 1984
		Controlled Correspondence
	6	January 4-February 8, 1982
11	1	February 9-11, 1982
	2	February 11-18, 1982
	3	March 5-April 30, 1982
	4	May 4-28, 1982
	5	June 7, 1982-May 18, 1984
		Pending Correspondence
	6	April 8-May 19, 1983
	7	May 20-21, 1983
12	1	June 1983
	2	July 1983
	3	August 1-9, 1983
	4	August 10-16, 1983
	5	August 17-23, 1983
	6	August 26-September 9, 1983
	7	September 13, 1983-January 17, 1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Accomplishments
1	1	1982-1984
	2	Chemical Hazards Program – [1982-1984]
	3	Epidemiology – 1984
	4	[Event Proposals for the White House Office of Private Sector Initiatives] – [c. 1984]
	5	Health Sciences – 1983-1984
	6	Office of General Counsel – [1984]
	7	Office of Program Management – [1983-1984]
	8	Outreach / Public Affairs – [1983]
	9	Accomplishments, Summary of Priorities and – 1984
		Administration
	10	Management Services – 1982-1984
	11	Personnel – 1981-1984
		Administrative Conference of the United States
	12	1980-April 13, 1984
	13	April 20-June 4, 1984
	14	[Allen, Kellum] – 1981
		Alliance of American Insurers
	15	[Meeting] – 1983
	16	One-Day Symposium on “Opportunities in Managing Issues and Losses” – 1983-1984
	17	[All-Terrain Vehicles (ATVs)] – 1984
2	1	American Apparel Manufacturers Association (AAMA) – 1982
	2	[American Enterprise Institute] – 1984
	3	American Enterprise Institute Seminar – 1984
	4	American Home Economics Association’s Annual Meeting, Milwaukee, Wisconsin – 1983
	5	American Industrial Health Council (AIHC) – 1981
	6	American National Standard Institute (ANSI) – 1981-1984
	7	American Society for Testing and Materials (ASTM) – 1984
	8	American Society of Executives – 1983
	9	American Society of Heating, Refrigerating and Air-conditioning Engineers, Inc. (ASHRAE) – 1984
	10	American Textile Manufacturers Institute (ATMI) – 1982
	11	[American Textile Manufacturers Institute/American Apparel Manufacturers Association Meeting] – 1982
		Amusement Rides
	12	1982-April 1984
	13	May-October 1984
	14	[An Overview of the U.S. Consumer Product Safety Commission’s Involvement in Amusement Ride Safety] – 1982
	15	Governors Letters – 1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	
3	1	[Annual Privacy Act Reports] – 1981-1983	
	2	[Annual Report on the Administration of the Government in the Sunshine Act Calendar Year 1982] – 1983	
	3	[Annual Reports on the Administration of the Freedom of Information Act Calendar Years 1981-1983] – 1982-1984	
		[Appointment Books]	
	4	1981	
	5	1982	
	6	1983	
		[Appointments]	
	7	August 6, 1981-September 15, 1982	
	8	October 15, 1982-January 19, 1983	
4	9	January 21-April 9, 1983	
	1	April 11-August 9, 1983	
	2	August 15-September 30, 1983	
	3	October 10-December 27, 1983	
	4	January 6-February 17, 1984	
	5	February 21-April 19, 1984	
	6	May 3-June 19, 1984	
	7	June 25-December 26, 1984	
	5	1	[Aquatic Injury Safety Group] – 1984
		2	Armstrong, Sandra Brown – 1983-1984
		Asbestos	
3		1981-1982	
4		[c. 1982]-1984	
5		Association of Food and Drug Officials (AFDO) – 1982-1984	
6		Association of Home Appliance Manufacturers (AHAM) – 1983-1984	
7		[Association of Major City Building Officials (AMCBO), 5 th Annual Education and Research Conference, San Antonio, Texas] – 1983	
8		Association of Non-woven Fabrics Industry's Annual Meeting of Corporate Representatives, Boca Raton, Florida – 1983-1984	
9		[Atlanta Regional Office Audit Report. Office of Internal Audit] – 1978, 1981	
10		Atlanta Regional Office [Visit] – 1981-1982	
11		[Atlanta Society of Consumer Affairs Professionals in Business (SOCAP) Meeting] – 1982	
12		[Audit Report of the Commission's Equal Employment Opportunity (EEO) Program. Office Internal Audit] – 1981	
13		[Audit Survey of Travel Internal Controls. Office of Internal Audit] – 1978	
6		Baby Cribs	
	14	1974-August 1983	
	1	September 1983-March 1984	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Baby Cribs
6	2	April-October 1984
	3	Baby Gate Manufacturers – 1982
	4	Baby Walkers – 1981-1983
	5	[Background Information and Issues on CPSC] – 1983
	6	Back-up Details – 1981-1983
		Ballot Votes
	7	1981
	8	January-April 1982
	9	May-December 1982
7	1	April-September 1983
	2	October-December 1983
	3	January-March 1984
	4	April-June 15, 1984
	5	June 18-July 1984
	6	August-December 1984
	7	Bassinets – 1983-1984
		[Benzidine Congener Dyes]
		[Briefing Package]
	8	Part I – 1982
	9	Part II – 1982
		[Status Report]
8	1	Part I – 1983
	2	Part II – 1983
	3	Part III – 1983
	4	Better Business Bureau of Louisville, Kentucky – 1983
	5	Better Business Bureau of Minnesota – 1982
	6	[Bicycle Brake Test Procedures] – 1982
	7	Bicycle Safety – 1981-1983
	8	Birmingham, England Trip – 1982
	9	Briefing at Senate Budget Committee – 1981
	10	[Briefing Package on Petition CP 82-3, Requesting Issuance of a CPSC Safety Rule to Ban Beer Keg Tap Rod Assembly Products with Malfunctioning Pressure Relief Valves] – 1982
9	1	[Briefing Package on Physician’s Samples] – 1983
	2	[Briefing Paper on Final Interpretations and Clarifications for the Standards for Flammability of Clothing Textiles and Plastic Film (16 CFR Parts 1610 and 1611)] – 1984
	3	Brookings Institution – 1981-1983
	4	[Budget and Staff] Options – 1981
	5	Button Batteries – 1982, 1984
	6	Cabinet Council on Natural Resources and Environment – 1984
	7	[Cancer Principles Report] – 1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
9	8	[Capital Children's Museum] – 1982
	9	[Carbonated Soft Drink Bottles] – 1984
	10	Carcinogens – 1982, 1984
	11	Carpet & Rug Institute – 1981
	12	Cars, Commission Owned – 1982
10		CB Base Antennas
	13	1981
	1	[Briefing Package on Final Citizens Band Antenna Standard] – 1982
		[Briefing Package on the Recommended Standard for Omnidirectional CB Base Station Antennas]
	2	Part I – 1979-1981
	3	Part II – 1981-1982
	4	Cellulose Manufacturers – 1981, 1984
	5	[Certificates] – 1983
	6	Chain Saw Manufacturers Association (CSMA) – 1982
	7	[Chain Saw Testing] – 1982
		Chain Saws
	8	1980-1981
	9	1982
10	1983	
11	1	[Briefing Package on a Preliminary Evaluation of the Proposed CSMA Standard for Chain Saw Kickback] – 1982
	2	[Briefing Package on the Status of the Chain Saw Project] – 1983
	3	Commission Meeting – August 23, 1983
		Chairman Steorts' Briefing Book
	4	Part I – 1981-1984
	5	Part II – 1981-1984
	6	Part III – 1981-1984
		Chairman Steorts' Meeting Logs
	7	1981-June 1982
	8	July 1982-1983
9	1984	
12	1	Chairman [Steorts'] Trip to Fairfax, Virginia; and Glen Echo, Bethesda, and Prince Georges [in Maryland] – 1983
		Chairman Steorts' Trips
	2	1981
	3	1982
	4	1983
	5	1984
		Arizona, 1983
6	Part I – 1980-1983	
7	Part II – 1982-1983	

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		Chairman Steorts' Trips
		California, 1982-1983
12	8	Part I – 1982
	9	Part II – 1980-1983
13	1	Part III – 1982
		Connecticut, 1983-1984
	2	Part I – 1983-1984
	3	Part II – 1983-1984
		Florida, 1983-1984
	4	Part I – 1983-1984
	5	Part II – 1980-1984
	6	Part III – 1983-1984
		Georgia
	7	1982 – 1982
14	1	1984
	2	Part I – 1982-1984
	3	Part II – 1983-1984
		Illinois, 1983-1984
	4	Part I – 1983
	5	Part II – 1983-1984
	6	Part III – 1979-1984
	7	Kentucky, 1983 – 1983
	8	Louisiana, 1983 – 1983
		Maryland, 1983
15	1	Part I – 1982-1983
	2	Part II – 1982-1983
		Massachusetts, 1983-1984
	3	Part I – 1983
	4	Part II – 1983
	5	Part III – 1984
	6	Part IV – 1984
	7	Minnesota, 1982 – 1982
		Missouri
16	1	1982 – 1982
		1983
	2	Part I – 1983
	3	Part II – 1983
		New Jersey, 1983
	4	Part I – 1982-1983
	5	Part II – 1982-1983
		Ohio
	6	1982 – 1979-1982
	7	1983 – 1980-1983

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Chairman Steorts' Trips
		South Carolina, 1983-1984
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17	1	Part II – 1984
	2	Sweden, 1982 – 1982
	3	Texas, 1984 – 1984
		Washington, D.C.,
	4	1982, Volume 1 – 1982
	5	1982, Volume 2 – 1982
		1983, Volume 3,
	6	Part I – 1983
	7	Part II – 1980, 1983
		1983, Volume 4,
	8	Part I – 1978-1983
18	1	Part II – 1982-1983
	2	1983, Volume 5 – 1977, 1983
	3	1983, Volume 6 – 1982-1983
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	4	Part I – 1974, 1981, 1983-1984
	5	Part II – 1974-1980, 1983-1984
		1984, Volume 8 – 1984
		1983, Volume 9,
	6	Part I – 1981-1983
	7	Part II – 1981-1983
	8	Part III – 1984
		Wisconsin,
		1983-1984, Volume 1,
	9	Part I – 1982-1983
19	1	Part II – 1982-1983
	2	Part III – 1983-1984
	3	Part IV – 1983-1984
		1984, Volume 2,
	4	Part I – 1982-1984
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	6	Part III – 1983-1984
		Chairman Steorts' Voting Record and Statements,
	7	Part I – 1981-1984
20	1	Part II – 1981-1984
	2	Chamber of Commerce of the United States of America – 1981-1982
	3	Chemical Manufacturers Association (CMA) – 1982
	4	Chemical Risk Assessment Meeting with William D. Ruckelhaus – 1983
	5	Chicago Annual National Hardware Show – 1983

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20	6	Chicago, Illinois Trip (August 16-17, 1982) – 1982	
	7	Child-Resistant Closures – 1982-1984	
	8	[Child-Resistant Packaging, Hearing on Proposed Changes to Protocol for the Evaluation of] – 1983 Children’s Sleepwear Standards	
	9	1981-February 1982	
	10	September 1982-1983	
	11	Christmas Tree Lights – 1981	
	12	Chronic Hazard Advisory Panel on Asbestos – 1983	
	21	1	Chronic Hazard Advisory Panel on Formaldehyde – 1983
		2	[Chronic Hazard Advisory Panel on Nitrosamines] – 1984 Cigarette Safety Act of 1984
		3	1982-March 1984
		4	May 2-December 21, 1984 Hearing on Self-Extinguishing Cigarettes
5		1983	
6		1983 [Interagency Committee on Cigarette and Little Cigar Fire Safety and Technical Study Group]	
7		[c. January]-November 20, 1984	
8		November 21-December 4, 1984	
9		December 12, 1984-January 3, 1985	
22		1	Cincinnati, Ohio Trip (September 30-October 1, 1982) – 1982-1983
	2	Clairol – 1979, 1984, 1987	
	3	[Clemson University, Clemson, South Carolina; and North Augusta, South Carolina] – 1984	
	4	[Closure Testing Equipment Status Report] – 1983 Coal and Wood Burning Stoves	
	5	1980-August 1982	
	6	December 1982-January 1983	
	7	February-November 1983	
	8	Commission-in-House – 1983	
	9	[Commission Meeting (September 9, 1982) on CPSC Proposed Rules Regarding the Public Disclosure of Information under Section 6(b) of the Consumer Product Safety Act] – 1982	
	10	Commission Meeting [(September 26, 1984) with Regional Directors and Briefing on Field Investigations] – 1983-1984	
23	1	[Commission of the European Communities: Consumer Product Safety Conference, Brussels, Belgium] – 1984 Commissioner’s File	
	2	1984	
	3	[Report on Vice Chairman Sarah Brown Armstrong’s Unrestricted Memos] – 1984	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	
23	4	Commissioner's Meetings – 1983	
	5	[Compilation of Statues Administered by CPSC] – 1981	
	6	[Compilation of Statutes Administered by CPSC] – 1984	
	7	[Consumer Advisory Council] – 1984	
	8	[Consumer Affairs Council] – 1981, 1984	
	9	[Consumer Assembly 1983: Consumers Take the Offensive: A New Agenda for a New Congress, Consumer Federation of America, Washington, D.C.] – 1982-1983	
	10	[Consumer-Business Dialogue, Milwaukee, Wisconsin] – 1981	
	11	Consumer Federation of America – 1983	
	12	[Consumer-Industry Formaldehyde Conference, Consumer Federation of America] – 1983	
	13	["Consumer Perceptions on Consumer Protection"] – 1984	
	24	1	Consumer Product Safety Act Volume I, Section 1-6 – 1975
		2	Volume II, Section 7-21 – 1975
		3	Volume III, Section 22-End – 1975
4		[Consumer Product Safety Act (CPSA): Policy Statement on Section 15 Reporting of Products that Fail to Comply with CPSA Rules or Contain Defects that Could Create Substantial Hazards] – 1978, 1984	
5		Consumer Product Safety Network – 1981	
6		[<i>Consumer Product Safety Commission v. The Anaconda Company, et al.</i>] – 1982	
7		[<i>Consumerism in the Eighties: A National Survey of Attitudes Toward the Consumer Movement</i>] – 1983	
25	1	Cook, Catherine – 1981-1982	
	2	Cookware Manufacturers Association – 1983	
	3	Cordless Phones – 1983-1984	
	4	[Cortland County Business Banquet (New York State)] – 1984	
	5	Council on Independent Regulatory Agencies (CIRA) – 1982-1983	
	6	[<i>CPSC Annual Report</i>] – 1983	
		CPSC Briefing Book	
	7	Part I (pp. 1-105) – 1981	
	8	Part II (pp. 106-205) – 1981	
	9	Part III (pp. 206-274) – 1981	
	10	CPSC Certificate of Appreciation – [c. 1981] CPSC Commission Meeting Agenda	
26	11	1981	
	12	1982	
	1	1983	
	2	1984	

MSS 123, NANCY HARVEY STEORTS PAPERS, CONSUMER PRODUCT SAFETY COMMISSION, SERIES 4, SUBJECT FILES (1974-1984), SUBSERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		CPSC Commission Meeting Minutes
26	3	January-September 1981
	4	October 1981-February 1982
	5	March-November 1982
	6	January-September 1983
27	1	October 1983-April 1984
	2	May-August 9, 1984
	3	August 14-December 1984
	4	[CPSC General Information] – [1981-1982] CPSC General Information Notebook,
	5	Part I – 1982
	6	Part II – 1982-1984
		[CPSC General Operating Procedures Manual]
	7	Part I – 1975-1984
	8	Part II – 1974-1984
28	1	Part III – 1975-1984
	2	Part IV – 1974-1984
	3	Part V – 1974-1984
	4	Part VI – 1974-1984
	5	Part VII – 1974-1984
	6	Part VIII – 1974-1984
29	1	Part IX – 1974-1984
	2	Part X – 1974-1984
	3	Part XI – 1974-1984
	4	[CPSC Hotline] – 1982
	5	[CPSC Information and Education Activity Operation Plan] – 1984
	6	[CPSC Issues] – [1981-1982] [CPSC Portfolio]
	7	Part I – 1981-1984
	8	Part II – 1979-1984
	9	[CPSC Recognition Day] – 1982-1984
30	1	[CPSC Summary Record of Commission Actions/Votes from August 1981 to November 8, 1984] – 1984
	2	[CPSC Telephone Directory] – 1984
	3	CPSC Vice-Chairman – 1983 CPSC’s Women’s Executive Leadership Program
	4	April-November 1984
	5	[c. 1984]
	6	Creative Playthings – 1982
	7	[Cutbacks of \$32 Million for Fiscal Year 1984] – [c. 1983] Daily News Log
	8	February 2-18, 1983
	9	February 23-28, 1983

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 COMMISSION, SERIES 4, SUBJECT FILES (1974-1984), SUBSERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Daily News Log
30	10	March 1- 16, 1983
	11	March 17-30, 1983
31	1	April 1, 1983-April 19, 1983
	2	April 20, 1983-May 11, 1983
	3	May 12, 1983-May 31, 1983
	4	June 1, 1983-June 15, 1983
	5	June 16, 1983-July 7, 1983
	6	July 8, 1983-July 29, 1983
	7	August 1, 1983-August 18, 1983
32	1	August 19, 1983-September 6, 1983
	2	September 8, 1983-September 23, 1983
	3	September 26, 1983-October 11, 1983
	4	October 13, 1983-October 31, 1983
	5	November 1, 1983-November 21, 1983
33	1	November 22, 1983-December 6, 1983
	2	December 7, 1983-December 19, 1983
	3	December 20, 1983-January 6, 1984
	4	January 10, 1984-January 31, 1984
	5	February 2, 1984-February 29, 1984
	6	March 2, 1984-March 30, 1984
34	1	April 3, 1984-April 27, 1984
	2	May 1, 1984-May 16, 1984
	3	May 17, 1984-May 31, 1984
	4	June 1, 1984-June 12, 1984
	5	June 13, 1984-June 20, 1984
	6	June 21, 1984-June 29, 1984
35	1	July 2, 1984-July 10, 1984
	2	July 11, 1984-July 23, 1984
	3	July 24, 1984-July 31, 1984
	4	August 1-10, 1984
	5	August 13-22, 1984
	6	August 23-31, 1984
36	1	September 4-14, 1984
	2	September 17-27, 1984
	3	October 1-16, 1984
	4	October 17-31, 1984
	5	November 1-16, 1984
	6	November 19-30, 1984
37	1	December 4-12, 1984
	2	December 13-20, 1984
	3	December 21-31, 1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	
37	4	Dallas Regional Office [Visit] – 1982	
	5	Dallas Trip – 1984	
	6	Dawson, Carol – 1984	
	7	Day Planners – 1982-1983	
	8	D.C. State Federation of Business and Professional Women’s Clubs, Inc. – 1981	
	9	Directorate for Administration Proposed Reorganization – 1984	
	10	Donald S. MacNaughton Symposium, Syracuse University – 1983	
	11	Dual Purpose Closures – 1981	
	38	1	Economic Recovery Program: Speech, Facts, Summary, Answers, and Quotes – [c. Spring 1981]
		2	EEMAC-NEMA Annual Executive Forum Luncheon, Boston, Massachusetts – 1983
		3	[Electric Blankets] – 1981-1982
4		[Electrical Safety Awareness Month] – 1983-1984	
5		[Electrical Safety Awareness Program Luncheon, Wisconsin Electric Power Company, Milwaukee, Wisconsin] – 1984	
6		[Electrical Safety Package] – 1979-1984	
7		[Electrical Safety Press Conference, Syracuse, New York] – 1984	
8		Elevators – 1984	
9		[Emerging Chemical Hazards Project] – 1983	
10		[Employee Suggestion Program] – 1982	
11		Equal Employment Opportunity – 1984	
12		Ethics – 1982, 1984	
13		[“Every Home a Safer Home,” International Home Safety Conference, Birmingham, England] – 1982	
14		Executive Office of the President – 1982	
39	1	[Exemption of Oral Contraceptives from Child-Resistant Packaging Requirements Briefing Package] – 1983	
	2	Expandable Enclosures – 1983-1984	
	3	[Expandable Gates] – 1984	
		Export Policy: Public Meeting (March 16, 1984)	
	4	January 10-March 15, 1984	
	5	March 16-December 10, 1984	
		[Exports: The Key to Extra Profits]	
	6	1976-1982	
	7	[c. 1982]	
	8	[Extension Cord Project Status Report] – 1981	
40		Factory-built Metal Chimneys	
	9	1979-June 1983	
	1	July 1983	
	2	Faison, Naomi – 1981-1982	
	3	Farm Equipment – 1984	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
40	4	[Federal Advisory Committees Annual Report of the President: Covering the Calendar Year 1982] – 1983
	5	[Federal Drug Administration’s Electronic Bulletin Board] – 1984
	6	Federal Register Notices of Proposed/Final Rules 1981-1984 – [1984]
	7	[Federal Civil Service System Centennial Anniversary] – 1983
	8	Field Audits of Regional Offices – 1983
		Final Orders in [CPSC] Adjudicative Matters
	9	Docket Numbers 79-2 to 80-10 – 1982-1984
	10	Docket Numbers 81-1 to 82-1 – 1981-1984
	11	Docket Numbers 82-3 to 83-3 – 1982-1984
		Fire Combustion Toxicity [Status Report]
		Part I – 1984
	41	1
2		Fire Combustion Toxicity [Status Report] – 1984
3		[Fire Hazards Associated with Fireplaces, Chimneys, and Accessories – Final Report] – 1981
4		Fire Hazards: Wood Burning [Meeting with Wood Heating Alliance Executive Director Carter Kiethley and Technical Director Michael Sciacca] – 1981
5		Fire Investigations – 1982-1984
6		[Fire Prevention Week Luncheon, The Chicago Association of Commerce and Industry, Chicago, Illinois] – 1984
7		Fire Retardant Chemicals Association, Spring Conference, Callaway Gardens, Pine Mountain, Georgia – 1983-1984
		Fire Safety
42	8	1981-May 1982
	1	Ju1982-September 1983
	2	October 1983-July 1984
	3	[Janesville, Wisconsin Smoke Detector Program] – 1982
		Fire Toxicity
	4	1982-July, 18, 1983
	5	July 29-December 30, 1983
	6	[c. 1983]-1984
	7	Fireworks – 1981-1984
	8	[First-aid Labeling of Hazardous Household Products] – 1984
9	[First Women’s Bank Luncheon, Los Angeles, California] – 1981	
	Fiscal Year 1980	
43	10	First Quarter Review, CPSC – [c. January 1980]
	1	Operating Plan Sourcebook – February 1980
		Fiscal Year 1981
	2	Budget Request, CPSC – January 1980

MSS 123, NANCY HARVEY STEORTS PAPERS, CONSUMER PRODUCT SAFETY COMMISSION, SERIES 4, SUBJECT FILES (1974-1984), SUBSERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Fiscal Year 1981
		Project List,
43	3	Book 1, CPSC – April 1980
		Book 2, CPSC – April 1980
	4	Folder 1
	5	Folder 2
	6	Folder 3
	7	Fiscal Year 1981-1982, Policy Initiatives Notebook, CPSC – May-June 1980
		Fiscal Year 1982
44	1	Budget, CPSC – September 1982
	2	Budget Request, CPSC – September 1980
		CPSC Report, – [c. 1981]
	3	Folder 1
	4	Folder 2
45	1	[Field Restructuring] – 1981-[c. 1982]
	2	Mid-Year Review of Operating Plan, CPSC – February 1982
	3	Office of Management and Budget, Correspondence – September 1981-September 1982, [n.d.]
	4	Operating Plan, CPSC – June 1981
	5	Operating Plan, Correspondence – October-December 1981
	6	Procedures for Shutdown when Appropriation Lapses, CPSC – 1981
		Project List, Book 2, CPSC – [c. 1981]
	7	Folder 1
	8	Folder 2
	9	Folder 3
	10	Public Meeting on FY 1982 Operating Issues, CPSC – October 1981
	11	Staffing Problems – October 1981
	12	1982 Annual Report – Correspondence, CPSC – May-June 1982
		Fiscal Year 1982-1983
	13	Briefing Book, CSPC – April 15, 1982
46	1	Priorities, CPSC – December 1981, [n.d.]
		Fiscal Year 1983
		Budget Briefing, Chairman Steorts, CPSC – [c. 1982]
	2	Folder 1
	3	Folder 2
	4	Budget Correspondence, Memos, Budget Cuts, CPSC – April 1981-March 1983, [n.d.]
	5	Budget Hearings Notes, CPSC – October-November 1981, [n.d.]
	6	Mid-Year Review, CPSC – February 1983

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Fiscal Year 1983
46	7	Budget, Narrative Draft, CPSC – July 1981
	8	Budget Overview, CPSC – October 1981
	9	Budget Recommendations, CPSC – October 5, 1981
		Fiscal Year 1983
		Budget Recommendations, CPSC – October 28, 1981
47	1	Folder 1
	2	Folder 2
	3	[Budget Reductions] – 1982
		Fiscal Year 1983
		[Budget Reductions – Questions and Responses] – [c. 1982]
		Budget Request, CPSC – September 1981
	4	Folder 1
	5	Folder 2
	6	Folder 3
	7	Budget Request, CPSC – November 1981
48	1	Budget Request, CPSC – February 1982
		Operating Plan, CPSC – June 1982
	2	Folder 1
	3	Folder 2
		Operating Plan, Notes and Correspondence, CPSC
	4	June 1982
	5	August 1982-April 1983, [n.d.]
		Operating Plan and FY 1984 Budget, CPSC – August 1982
	6	Folder 1
	7	Folder 2
	8	Folder 3
49	1	Priorities – Correspondence and Notes – July-August 1982, [n.d.]
	2	Priority Projects – [c. 1982]
	3	1983 Budget – Steorts’ Notes – [c. 1983]
	4	1983 CPSC Reauthorization – November 1981-February 1983
		Fiscal Year 1984
	5	[Budget and Personnel Reductions] – 1982-[c. 1983]
		Budget Backup Book – January 1983
	6	Folder 1
	7	Folder 2
	8	Folder 3
		Budget, CPSC – August 1982
	9	Folder 1
	10	Folder 2
50	1	[Budget Freeze and Reform Plan] – 1983
	2	Budget – Memos, Notes, Correspondence – June-September 1982

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Fiscal Year 1984
50	3	Budget Request, CPSC
		September 1982
	4	January 1983
		Fiscal Year 1984
	5	[Budget Request] – 1983
	6	Mid-Year Review – April 1984
		Operating Plan, Draft, May 1983
	7	Folder 1
	8	Folder 2
	9	Folder 3
		September 1983
51	1	Folder 1
	2	Folder 2
	3	Folder 3
	4	Folder 4
	5	Supporting Documents – June and December 1983
	6	Operating Plan and Budget Reauthorization Memos – April-December 1983
	7	Priorities – Reports, Notes, Correspondence – August 1982-July 1983
		Fiscal Year 1985
		Budget
		August 3, 1983, Volume 1
	8	Folder 1
52	1	Folder 2
		Volume 2
	2	Folder 1
	3	Folder 2
	4	Correspondence and Reports – 1982-1984
	5	Decisions – August 1983
	6	File from Steorts' Desk – December 1983-September 1984, [n.d.]
		Budget Request, CPSC,
	7	September 1983
	8	January 1984
53	1	Statements and Testimony – July 1983-March 1984, [n.d.]
	2	[Budget Questions] – 1984
		Chairman's Briefing Book for Appropriations, January 1984
	3	Folder 1
	4	Folder 2

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Fiscal Year 1985
53	5	Chairman's Testimony on Senate Appropriations – March 8, 1984
	6	Emerging Hazards – Notes and Memos – June-July 1984, [n.d.]
	7	Field Workforce Planning – September 1984 Operating Plan, June 1984,
	8	Folder 1
	9	Folder 2
54	1	Folder 3 July 1984,
	2	Folder 1
	3	Folder 2
	4	Folder 3
	5	December 1984
	6	Memos, Notes and Correspondence – June-July 1984, [n.d.]
55	1	Position Papers, Memos, and Amendments – October 1982- September 1984, [n.d.]
	2	Priorities – 1982-1984
	3	[Priority Projects] – [c. 1984]
	4	Staffing Patterns – 1984
		Fiscal Year 1986
		Budget, August 1984
	5	Folder 1
	6	Folder 2
	7	Folder 3
	8	Information – [c. 1985]
56	1	Narrative – September 1984
	2	Notes, Memos, and Correspondence – August-October 1984, [n.d.]
	3	Request – October 1984
	4	Questions and Responses – September 1984
	5	Undated Notes, Memos and Charts – [c. 1980-1985]
	6	Priorities – August-September 1984, [n.d.]
	7	Scanton Dissent – October 1983-October 1984, [n.d.]
	8	Staff Briefing Priorities – September 1984, [n.d.]
	9	Fisher-Price Toys – 1982-1984 Flammable Fabrics
	10	1981-March 1983
	11	April 1983-1984
	12	Food and Drug Administration (FDA) and Industry Consumer Meeting – 1983

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
57	1	[Formaldehyde in Textiles] – 1983
	2	[Formaldehyde in Textiles: Status Report on the Formaldehyde in Textiles Portion of Dye and Finishes Project]
	3	Part I – 1984
	4	Part II – 1984
		[Formaldehyde Institute]
	5	[Annual Report] – 1984
		[Summary of Recent Formaldehyde Data]
	6	Part I – 1982
	7	Part II – 1982
	8	Foster, Lori – 1982
	9	[Freedom of Information Act (FOIA) Decision on Appointment Records] – 1983
		["Future of Formaldehyde in Consumer Products," Consumer Federation of America]
	10	1983
	11	1984
12	Garn, Senator Jake – 1982-1984	
13	[Gas Appliance Manufacturers Association's Annual Meeting, Palm Beach, Florida] – 1983-1984	
58	1	[Gas Heating Systems Project] – 1983
	2	Gas Valves – 1980-1983
	3	Gasoline Containers – 1982, 1984
	4	General Electric – 1984
	5	[General Federation of Women's Club Annual International Convention, Orlando, Florida] – 1983
	6	Glass Packaging Institute's Annual Meeting, [White Sulphur Springs, West Virginia] – 1983
	7	Golden, Jack – 1981
	8	[Good Housekeeping Institute's Visit to CPSC] – 1983
	9	[Government-Wide Personnel Policy Group] – 1981
	10	[Governors: Political Affiliations and Terms of Office] – 1982
	11	[Grace Commission Report] – 1984
	12	Greenville-Spartanburg, South Carolina Trip [to See the Textile Situation] – 1982
		Grocery Manufacturers of America (GMA)
	13	1982
14	Guidelines for Product Recall – 1983	
59	1	Ground Fault Circuit Interruption (GFCI) – 1984
	2	Hairdryers – 1982
	3	Halloween Safety – 1983-1984
	4	Harvard University – 1984
	5	[Hazard Priority and Corrective Action Guidelines] – 1981

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	
59	6	[Hazardous Dyes Fiscal Year 1982 Status Report] – [c. 1981]	
	7	[Heritage Foundation Backgrounders] – 1982-1983	
	8	[Honeywell Smoke Detector Recall] – 1983	
	9	Houston and Miami Trip – 1981-1982	
	10	Houston Fire – 1982	
	11	[IKEA of Sweden] – 1983	
	12	<i>[In Depth Review of the Facilities Management Proposal for the Consumer Product Safety Commission]</i> – 1984	
	13	[Indoor Air Quality: Fuel-fired Appliances; Briefing Materials on Unvented Gas Space Heaters] – 1983	
	60	1	[Infant Products (CPSC Special Report)] – 1984
		2	[Interagency Committee on Women’s Business Enterprise] – 1984 [Interagency Risk Management Council]
		3	[December 15, 1983 Meeting] – 1983
		4	[March 23, 1984 Meeting] – 1983-1984
		5	[Public Affairs Committee] – 1984
6		[September 20, 1984 Meeting] – 1984	
7		[Internal Issues within the Commission: Newspaper Articles] – 1984-1985	
		International Association of Fire Chiefs	
8		Part I – 1982	
9		Part II – 1982	
10		International Neighbors Club – 1984	
11		International Year of Disabled Persons – 1982 [Investigation Guidelines and Procedures]	
12		January 1983-July 1984	
13		August-September 1984	
14	“Johnny Jump Up” Child Exercise Unit – 1983		
61	1	Johnson & Johnson – 1983-1984	
	2	Juvenile Products Manufacturers Association – 1980-1984	
	3	Juvenile Sports Equipment – 1983	
		Kerosene Heaters	
	4	1981-1982	
	5	1983-1984	
	6	[January 27, 1983 Public Meeting] – 1982-1983 [October 27, 1982 Commission Briefing]	
	7	1982	
	8	1982	
	9	[Kerosene Study, Department of Consumer Protection, State of Connecticut] – 1983	
10	Lawn Mower Hang Tags – 1982		

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Lawn Mowers
61	11	1981
62	1	March-June 1982
	2	October 1982-1984 [Briefing Packages on Petitions for Exemption from 16 C.F.R. Part 1205, the Safety Standard for Walk-behind Power Lawn Mowers]
	3	March 5, 1982
	4	March 5-May 5, 1982
	5	September 30, 1982
	6	[Meeting with the Representatives of the Toro Company on Their Petition Regarding the Safety Standard for Power Lawn Mowers] – 1982
	7	[Public Hearing on Toro’s Petition to Extend Effective Date of Power Lawn Mower Standard] – 1982
	8	[Report on “The Effect on Consumers of the Amendments to the Safety Standard for Walk-Behind Power Lawn Mowers”] – 1984
	9	Linde, Francine – [c. 1981]
	10	Long Range Planning Activities – 1982 Long Range Planning
	11	[Priorities for Fiscal Years 1983 and 1984] –1982
63	1	[Priorities for Fiscal Year 1983-1984: July 9, 1982 Commission Meeting] – 1982
	2	[Priorities for Fiscal Year 1983-1984, Volume 1] – 1982 [Priorities for Fiscal Year 1983-1984, Volume 2]
	3	Part I – 1982
	4	Part II – 1982
	5	Part III – 1982
	6	[Los Angeles Regional Office: Guest Book for Reception in Honor of Chairman Nancy Harvey Steorts] – 1981
	7	[Magazine Articles] – 1981-1984
	8	[Management Analysis of CPSC Data Systems: Literature Review and Methodology (Draft). Centaur Associates, Inc.] – 1984 [Management Analysis of CPSC Hazard Data Systems]
64	1	[Subtask Three Report (Draft). Centaur Associates, Inc.] – 1984
	2	[Subtask Four Report (Draft). Centaur Associates, Inc.] – 1984
	3	[Management Audit on the Directorate for Compliance and Administrative Litigation. Office of Internal Audit] – 1984
	4	Management Review Group – 1981
	5	Management Services [Internal] Audit. [Office of Internal Audit] – 1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Master Speech Book One
64	6	Part I – July 21-December 4, 1981
	7	Part II – December 7, 1981-March 11, 1982
65	1	Part III – March 12-May 21, 1982
		Master Speech Book Two
	2	Part I – June 3-September 14, 1982
	3	Part II – September 15-November 9, 1982
	4	Part III – November 11, 1982-February 25, 1983
		Master Speech Book Three
	5	Part I – March 4-April 13, 1983
	6	Part II – April 14-May 17, 1983
66	1	Part III – May 19-June 14, 1983
		Master Speech Book Four
	2	Part I – June 16-August 4, 1983
	3	Part II – August 15-December 14, 1983
	4	Part III – January 8-February 10, 1984
		Master Speech Book Five
	5	Part I – February 16-March 29, 1984
	6	Part II – March 30-May 15, 1984
67	1	Part III – May 16-June 26, 1984
		Master Speech Book Six
	2	Part I – July 2-October 2, 1984
	3	Part II – October 2-19, 1984
	4	Part III – October 23-December 10, 1984
	5	[Mattresses: Final Amendments to 16 CFR 1632, Standard for the Flammability of Mattresses and Mattress Pads] – 1984
	6	McDonald's – 1982-1983
	7	[Media Advertising Clearance Luncheon. National Advertising Division of Council of Better Business Bureaus, Inc., New York City] – 1982
	8	Media Clearances – 1982
	9	Media Relations – 1983-1984
	10	Meeting with J. P. Sheehan, Commission of the European Communities – 1983
	11	Meeting with Vice President George H. W. Bush – [c. 1981]
	12	Meeting with William Hannon, Chairman of the Board of Murray Ohio Manufacturing Company – 1983
	13	[Meeting with William B. Tankersley, President of the Better Business Bureau, and Ralph Daniels, Vice President of Standards and Practices, National Broadcasting Corporation, in New York City] – 1984
68	1	[Memorandum Report: Consulting Services, Management Controls and Reporting. Office of Internal Audit] – 1981
	2	Mesh-Sided Cribs and Playpens – 1983
	3	[Metal Chimney Project Status Report] – 1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	
68	4	Metal Chimneys – 1981-1984 [Metal Chimneys: Final Report on Failure Analysis and Evaluation of Chimney Sections]	
	5	Part I – 1982	
	6	Part II – 1982	
	7	[Methylene Chloride: Toxicology Advisory Board Recommendations Regarding Labeling Requirements for Products Containing Methylene Chloride] – 1981	
	8	Miami, Florida Trip – 1983	
	9	Microwave Ovens – 1984	
	10	Midwestern Regional Office – 1982	
	11	Milwaukee and Green Bay, Wisconsin; and Minneapolis, Minnesota – 1984	
	12	Minneapolis, Minnesota Trip (August 21-24, 1982) – 1982 Nancy Harvey Steorts	
	13	[Biographical Information] – 1981, 1984	
	69	1	CPSC Appointment Letters – 1977, 1979-1980 CPSC Confirmation
		2	Hearing Testimony – 1981
		3	Information Filed – 1981
4		Press Releases – 1981 CPSC Nomination	
5		1980-1981	
6		Miscellaneous Information – 1980-1981	
7		[CPSC Opinions] – 1981-1984 CPSC Swearing In Ceremony	
8		[c. 1981] (Folder 1)	
9		[c. 1981] (Folder 2)	
10		[Guest Book] – 1981	
11		Guest List – 1981	
70	1	[Resignation from Commission Position] – 1984-1985	
	2	National Advisory Board of the Medical College of Pennsylvania – 1984 [National Advisory Committee for the Flammable Fabrics Act]	
	3	1975-1978	
	4	January-September 1979	
	5	October-December 1979, [c. 1979]	
	6	[c. 1979]-January 1980	
	7	February-April 7, 1980	
	8	April 13-21, 1980, [c.1980]	
71	1	[Background Material on Upholstered Furniture Flammability] – 1979	
	2	National Association of Attorney Generals – 1981	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	
71	3	National Association of Boards of Pharmacy (NABP) – 1983	
	4	National Association of Extension Home Economists (NAEHE) – 1983	
	5	National Association of Food and Drug Officials of the United States – 1983	
	6	National Association of Manufacturers (NAM) – 1981-1984	
	7	National Association of Realtors (NAR) – 1982	
	8	National Chamber Litigation Center, Inc. – 1983	
	9	National Chimney Sweep Guild – 1983	
	10	National Clearinghouse for Poison Control Centers – 1982	
	11	National Conference of States on Building Codes and Standards, Inc. – 1983-1984	
	12	National Conference on Fire Toxicity – 1984 National Conference on Product Safety	
	13	Part I – 1982	
	14	Part II – 1982	
	15	Part III – 1982 National Conference on Product Safety	
	72	1	Part I – 1984
		2	Part II – 1984
3		[Speeches] – 1984 National Consumer Product Safety Conference for Retailers	
4		July 1983-August 1984	
5		September 4-24, 1984	
6		September 24-25, 1984	
7		October-November 1984	
73	1	Final Report – 1984 Notebook	
	2	Part I – 1984	
	3	Part II – 1984 National Consumers Week	
	4	February 1982-December 1983	
	5	January-November 1984	
	6	Cleveland and Cincinnati, Ohio – 1984	
	7	[Dallas, Texas] – 1982	
	8	Minneapolis, Minnesota – 1983-1984	
	9	[“The International Economy and the Consumer,” Washington, D.C.] – 1982	
	10	[National Council of the Housing Industry Luncheon, New York City] – 1981	
	11	[National Electronic Injury Surveillance System (NEISS)] – 1982-1983	
12	National Electrical Manufacturers Association (NEMA) – 1983-1984		
74	1	[National Fire Protection Association Annual Meeting, Kansas City, Missouri] – 1983	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
74	2	National Governors Association, Washington, D.C. – 1984
	3	National Holiday Toy Safety Campaign – 1984 [National Home Appliance Conference, Association of Home Appliance Manufacturers, Minneapolis, Minnesota]
	4	July 7-November 2, 1982
	5	November 3, 1982
	6	[National Home Fashion League, Inc.] – 1982 [National Home Safety Conference, The Royal Society for the Prevention of Accidents, Birmingham, United Kingdom]
	7	May 24-June 9, 1982
	8	June 9-11, 1982
	9	National Institute of Building Sciences (NIBS) – 1980-1983
	75	1
2		[National LP-Gas Association] – 1980-1982
3		[National Poison Prevention Week Annual Reports] – 1981-1984
4		National Product Safety Symposium, National Safety Council, Chicago, Illinois – 1983
5		National Product Safety Week: Tenth Anniversary of CPSC – 1982-1983
6		National Retail Merchants Association (NRMA) – 1983
7		National Retailers Conference – 1984
8		National Safety Council (NSC) – 1982
9		National Spa and Pool Institute – 1982-1984
10		National Toxicology Program (NTP) – 1982-1983
11		[NCTR Final Technical Report for Experiment 6048: National Toxicology Program Studies of Metabolism of Azo Dyes in Rats] – 1982
12		New Jersey State Dinner Launching Building Safety Week – 1983
13		New York City, ABC “Good Morning, America”; and Cortland, New York – 1984
14		New York [City], NBC “Today Show”; and Atlantic City, New Jersey, [FAA Technical Center Visit on Aircraft Cabin Fire Safety] – 1983
15		[New York City Trips] – 1983 [News Releases]
76	16	July 1981-June 1982
	17	July-December 1982
	1	January-May 1983
	2	June-October 1983
	3	November 1983-January 1984
	4	February 1984-January 1985
77		Newspaper Clippings
	5	March 1981-September 1982
	6	October 1982-February 1984
	1	March-May 1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Newspaper Clippings
77	2	June-August 1984
	3	September-December 1984
	4	[1982 Operating Plan] – 1981 [1983 Reauthorization Briefing Book]
	5	Part I – 1983
	6	Part II – 1983
	7	[Nomination to LEGIS (Legislative) Fellows Program] – 1984
	8	Non-Powder Guns – 1981
	9	Northeastern Regional Office – 1981-1982 Nursery Equipment Safety Press Conference
78	1	1982-1984
	2	[Investigation Reports] – 1980-1984 [Protect Your Child: A Safety Program]
	3	[(Draft)] – 1980-1984
	4	[(Final Copy)] – 1980-1984
	5	Occupational Safety and Health Administration (OSHA) – 1982-1983
	6	Office Maintenance – 1982
	7	Office of Budget, Program Planning and Evaluation – 1981-1984
	8	Office of Congressional Relations – 1981-1983
	9	[Office of Consumer Affairs] – 1984 Office of Equal Employment and Minority
	10	July 12, 1978-September 4, 1981
	11	September 9, 1981-March 9, 1984
	12	Office of Executive Director – 1982
79	1	Office of Field Operations – 1983 Office of Internal Audit
	2	February 1980-September 1983
	3	October 1983-February 1984
	4	[Correspondence] – 1984
	5	[Hazard Data Systems Contract with Centaur Associates, Inc.] – 1984
	6	[Memos] – 1980-1984
	7	Purchase Orders – 1984
	8	Office of Management and Budget – 1982 Office of Outreach Coordination
	9	1981-1984
	10	[Evaluation of the Electrical Safety Information Campaign] – 1984
	11	[Evaluation of the Older Consumer Home Safety Program in Philadelphia, Pennsylvania] – 1984
	12	Office of Program Management – 1981-1984
	13	Office of Public Affairs – 1981-1984
80	1	Office Space – [c. 1982]
	2	Older Consumers Pilot Program – 1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
80	3	[Onondaga Community College, Syracuse, New York] – 1982-1983
	4	Operating Rooms – 1983
	5	[Organisation for Economic Co-operation and Development (OECD)] – 1982, 1984
	6	Outdoor Power Equipment Institute, Inc. – 1981-1983
	7	[Outreach Budget] – [c. 1982]
	8	Outreach/Office of Public Relations: Audit – 1983
		Oversight Hearing
	9	Part I – 1973, 1981
	10	Part II – [c. 1981]
	11	Oversight Hearing – 1981
	12	Oversight Hearing [on Money used for Remodeling and Renovation of Chairman Steorts' Offices, Parking Permit, and Use of a Government Car] – 1981
	13	Owens-Corning Fiberglass Corporation, Granville Technical Center, Granville, Ohio – 1983
	14	[Personnel] – 1983
	81	1
2		1984
3		1984 Personnel Policy
4		1984
5		1984 [Personnel: Position Descriptions]
6		1981
7		1981
8		Personnel Staff [and Organizational Changes] – 1981
9		[Personnel: Staff Positions for Fiscal Year 1984] – [c. 1983]
10		Pharmacy Awareness – 1982
11		Philadelphia and Boston Resident Posts Field Report – 1983
12		Philadelphia Trip, National Consumers Week – 1982
13		Phoenix, Arizona – Syracuse, New York Trip – 1982 Pittle, Commissioner R. David
82	1	1979-1980
	2	1981-1982
	3	Plastics Flammability Research – May 31, 1978-September 21, 1981
	4	Plywood/Particle Board: [Formaldehyde Emissions from Pressed Wood Products] – 1982 Poison Prevention
	5	Background Information – 1979-1984
	6	[Campaign 1983 Packet (Draft)] – 1959-1961, 1982-1983
	7	Conference – 1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Poison Prevention
82	8	[Newspaper Articles] – 1983
	9	[Packaging Act Protocol Revisions] – 1982
		[Program 1984 Final Report]
83	1	Part I – 1984
	2	Part II – 1983-1984
		Poison Prevention Week
		Briefing Book – 1983
	3	Part I
	4	Part II
	5	Briefing Book – 1984
	6	[White House Ceremony and CPSC Office Reception] – 1982
	7	Political Activity – 1980-1984
		Polyurethane Foam
	8	1981
84	1	1981, 1984
	2	Power Tool Institute, Inc. – 1984
	3	[President Ronald Reagan and Women Appointees] – 1983-1984
	4	Presidential Design Awards CPSC Entries – 1984
		Presidential Quotes [Ronald Reagan]
	5	Part I – 1981-1982
	6	Part II – 1981-1982
	7	Part III – 1981-1982
	8	President's Economic Program: America's New Beginning – 1981
	9	Press Kits: General Information (Originals) – 1984
		Pressed Wood Products
	10	1982-1983
		[Commission Meeting (January 12, 1983) on the Status Report on Pressed Wood Products Emitting Formaldehyde]
	11	Part I – 1983
85	1	Part II – 1983
		[Commission Meeting (October 19, 1983) on the Status Report Regarding Formaldehyde Emissions from Pressed Wood Products]
	2	Part I – 1983
	3	Part II – 1983
	4	[Meeting with Hardwood Plywood Manufacturers Association and National Particleboard Association] – 1981-1983
	5	[Status Report on Formaldehyde Emissions from Pressed Wood Products Manufactured with Urea-Formaldehyde Resins] – 1984
	6	[Status Report on Pressed Wood Projects Third Quarter – FY '83] – 1983

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85	7	Private Sector Initiatives – 1982
	8	[“Product Liability: Should there be a Federal Law?” <i>At Home with Consumers</i> , The Direct Selling Education Foundation – 1984 <i>Product Safety Letter</i>
86	1	January-March 1981
	2	April-May 1981
	3	[Projectile Toys] – 1982 [Projectile Toys and Non-powder Guns Briefing Package]
	4	Part I – 1981
	5	Part II – 1981
	6	[Public Meeting Regarding Cooperative Efforts: Industry/Consumers] – 1983
	7	Public Service Announcements – 1982
	8	[Reaction to October 8, 1981 <i>Washington Post</i> Article “CPSC Chairman Perks Along; CPSC Chairman Busy Keeping Perks of Office”] – 1981
	9	[Reagan Administration Executive Forum] – 1983
	10	[Reagan Presidency: A Review of the First Two Years 1981-1982] – 1983
	11	[Reagan Presidency: Two Years of Progress] – 1983
	12	Reauthorization of Consumer Product Safety Commission (H.R. 2271) 1980-1981 Testimonies
87	13	March 5, 1981
	1	March 13, 1981
	2	March 13, 1981
	3	April 2, 1981
	4	April 2-3, 1981
	5	April 3, 1981
	6	April 7-June 22, 1981 Reauthorization of Consumer Product Safety Commission (H.R. 2367) 1981-1982
88	7	1981-1982
	1	January-February 22, 1983
	2	February 23-25, 1983
	3	February 25, 1983
	4	February 28-March 9, 1983
	5	March 10-April 7, 1983 Reauthorization of Consumer Product Safety Commission (H.R. 2367)
89	6	May 24-September 14, 1983
	7	[c. 1983]
	1	[1983]
	2	[Recalls] – [c. 1982]
	3	Redecorating – [c. 1980]-1981

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89	4	Reduction in Force – 1980-1981	
	5	[Regional Office Highlights] – 1983 Regional Office Visits	
	6	September 1981-February 3, 1982	
	7	February 4-11, 1982	
	8	February 17, 1982	
	9	February 18, 1982-April 23, 1984	
	10	Regulatory Relief – 1981, 1983	
	90	1	Relocation: Bethesda – 1979-1982
		2	Report on Performance Appraisal and Merit Pay – 1983
		3	Republican Senatorial Inner Circle – 1984
4		[Responses to Questions] – [c. 1981-1982]	
5		Risk Assessment – 1983-1984	
6		[Robertshaw Controls Company] – 1982-1983	
7		[Rolodex Card Files] – 19xx Room Odorizers	
8		1981	
9		[Briefing Package on Petition HP 82-1 Request to Declare Room Odorizers Containing Volatile Nitrites to be Banned Hazardous Substances] – 1983	
10		[Supplemental Briefing Package for Petition HP 82-1 Requesting Ban of Room Odorizers] – 1984	
11		Safety Color Study – 1984 Safety for Older Consumers	
12		1983	
91	1	1984	
	2	[Materials for Evaluating the Information and Education Program on the Safety of Older Consumers] – 1984	
	3	[Status of Fiscal Year 1984 Project] – 1984	
	4	Status Report – 1984	
	5	San Francisco and Los Angeles Trip – 1982	
	6	San Francisco Regional Office [Visit] – 1981-1982	
	7	Scanlon, Commissioner Terrence M. – 1983-1984	
	8	[School Laboratory Chemicals] – 1982-1984	
	9	Sears – 1981-1984	
	10	[Security of ADP (Automatic Data Processing) Systems Audit] – 1981	
	11	Senate Appropriations – 1983	
112	Senate Wives Coffee – 1983		
92	1	Senior Citizens, [Pilot Home Safety Program for] – 1983-1984	
	2	Senior Citizens: [Safety for Older Consumers Project] – 1983	
	3	[Senior Executive Service (SES) Performance Appraisals] – 1984	
	4	[“Senior World: The People, the Products, the Future”, Chautauqua Northwest, Seattle, Washington] – 1983-1984	

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92	5	Shutdown – 1981	
	6	[Single Audit Steering Committee] – 1981 Sloan, Commissioner Edith Barksdale	
	7	1978-1982	
	8	1983	
		[Smoke Detector Campaign]	
	9	Part I – 1983	
	10	Part II – 1983	
	11	Part III – 1983	
	93	1	Part IV – 1983
		2	[Smoke Detector 1983 Program Packet] – 1979-1980, 1983
		3	[Smoke Detector 1984 Program Packet] – 1981-1984 Smoke Detectors
4		1982	
5		February 24-August 23, 1983	
6		August 24-September 26, 1983	
7		September 27-October 13, 1983	
94		1	October 20, 1983- March 30, 1984
		2	[Articles] – 1980-1983
		3	[Firefighter Fire Education Christmas Special] – 1983
		4	[Life Safety Kit/Smoke Detector Legislation, Federal Emergency Management Agency, U.S. Fire Administration] – 1975-1981
	5	[Program Plans and Status Report on the Smoke Detector Program] – 1983	
	6	[Public Hearing (October 4, 1982)] – 1982	
	7	[September 7, 1983 Commission Meeting] – 1983	
	8	[Status Report] – 1984	
	9	[Status Report on the Fiscal Year 1983 Smoke Detector Information and Education] – 1983	
	95	1	Survey Letters – 1984 SOCAP (Society of Consumer Affairs Professionals in Business)
		2	[Eighth Annual Conference, “Pathways to the Future,” Los Angeles, California] – 1981
3		[Ninth Annual Conference, “New Challenges in a New Era: The Business Response,” St. Louis, Missouri] – 1982	
4		Society of the Plastics Industry, Inc. – 1982	
5		Southeastern Regional Office – 1982-1983 Southwestern Regional Office	
6		1981-1984 [Final Report: Fireworks Field Plan]	
7		Part I – 1982	
8		Part II – 1982	
9		Spa-associated Hazards – 1981-1982	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
95	10	Space – 1981-1983
	11	Space Heaters – 1981-1983
	12	Space Options – 1981
96	1	Space Reduction – 1981
	2	Space Shuttle Trip to Orlando, Florida – 1983
	3	[Speeches and Testimonies, Miscellaneous] – 1982-1984 Speeches: Background Information
	4	1980-1983
	5	[c. 1983]-1984 Sperry and Hutchinson Company
	6	1979-1981
	7	Consumer Action Kit – 1976-1977
	8	Spring Management Conference (Working Draft), May 21-25, 1982 – 1982 Staffing Patterns
	9	1981
	10	[c. 1984]
	11	Statler, Commissioner Stuart M. – 1981-1984
97	1	[Status Report on Indoor Air Quality Monitoring Study in 40 Homes] – 1984
	2	[Stop, Drop & Roll Campaign Kit: Learn Not to Burn, The National Fire Protection Association (NFPA)] – 1982
	3	Strollers and Carriages – 1982
	4	Subscriptions – 1981
	5	Success Stories – 1982-1983
	6	[Sulfuric Acid Drain Cleaners] – 1983 [Summary of Audit Recommendations and Actions. Office of Internal Audit]
	7	July 1979
	8	October 1979
	9	January 1980 Sweden Trip
	10	April 6-September 13, 1982
	11	September 13-28, 1982
	12	[Swedish Trade Office, Product Safety Seminar, Stockholm, Sweden] – 1984
	13	[Swedish Trade Office, Product Safety and Liability Seminar, Stockholm, Sweden] – 1982
	14	[Swim-Safe/National Spa and Pool Institute Booklet Dispute] – 1982-1984

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[System for Tracking the Inventory of Chemicals (STIC). Directorate for Health Sciences Chemical Hazards Program]
98	1	Part I – 1983
	2	Part II – 1983
	3	Tap Water Scalds – 1982
	4	[“Ten New Directions Transforming Product-Safety Regulation”] – 1984
	5	[“The New Marketplace: The Impact of Deregulation, Opportunities for Self-Regulation”, Council of Better Business Bureaus] – [c. 1981]
	6	Thermal Underwear – 1981
	7	[3M Formaldehyde Monitor] – 1981-1982
	8	[Thurmond, Senator Strom and Nancy] – 1981-1982, 1984
	9	[Thursday Morning Roundtable, Syracuse University, New York] – 1982
	10	Time and Attendance – 1981
	11	[Toxicological Advisory Board’s Final Report to CPSC] – 1982
	12	Toy Age Labeling – 1984
		Toy Chests
	13	1982
99	1	1983
	2	Commission Meeting on February 9, 1983 – 1983
	3	Conversations with Presidents – 1982-1983
	4	Toy Fair – 1977, 1981-1984
		Toy Manufacturers of America (TMA)
	5	October 1981-October 1984
	6	[65 th Annual Meeting, New York City (December 8, 1981)] – 1981
	7	[Toy Safety Seminar (October 24, 1984)] – 1984
		Toy Safety
	8	1976-November 1981
	9	December 1-22, 1981
100	1	December 22, 1981
	2	January-November 1982
	3	December 1982-September 9, 1983
	4	September 22-November 1983
	5	December 1983-April 1984
	6	May-July 1984
	7	September-December 1984
101	1	[Newspaper Articles] – 1981-1984
	2	Toy Safety Act of 1984 – 1984
		[Toy Safety Campaign]
		[News Conference, Washington, D.C.]
	3	[(December 4, 1981)] – 1981
	4	[(November 30, 1983)] – 1983

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		[Toy Safety Campaign]
101	5	[Information Kit] – 1981
	6	Tris Briefing Packet – 1976-1984
	7	[20 th Annual Women of Achievement Award Luncheon, Staten Island, New York] – 1981
	8	Tylenol – 1977-1978, 1983
	9	Underwriters Laboratory – 1981, 1984
	10	United States Council for International Business – 1983
		Unvented Gas-fired Space Heaters
	11	December 1981-July 1983
102	1	August 1983-August 1984
		[Briefing Package on Petitions SH 82-1 through SH 82-23 Requesting Exemption from Preemption by the Safety Standard Requiring Oxygen Depletion Safety Shutoff Systems (ODS) for Unvented Gas-fired Space Heaters; 16 C.F.R. Part 1212]
	2	Part I – 1983
	3	Part II – 1983
		Upholstered Furniture
	4	January 1980-January 1981
	5	May-June 1981
	6	July 6, 1981
	7	July 10-September 30, 1981
103	1	October 19, 1981-March 31, 1982
	2	April 12-September 16, 1982
	3	June 15, 1983-November 14, 1984
	4	[Upholstered Furniture Action Council Press Conference, High Point, North Carolina] – 1981
	5	[Upholstered Furniture Flammability Briefing Package] – 1984
		Urea-Formaldehyde Foam Insulation
	6	December 1980-December 1981
	7	January 14-February 3, 1982
104	1	February 4-9, 1982
	2	February 10-16, 1982
	3	February 16, 1982
	4	February 16-19, 1982
	5	February 22-June 24, 1982
	6	July 7, 1982-February 27, 1983
105	1	April 2-May 5, 1983
	2	May 10-June 30, 1983
	3	July 18-August 26, 1983
	4	September 1-October 6, 1983
	5	October 12-December 29, 1983
	6	January 23-September 19, 1984; [c. 1984]

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Urea-Formaldehyde Foam Insulation
106	1	[April 14, 1983 CPSC Meeting] – 1983
	2	[Articles] – 1982-1983
	3	[<i>Borden, et. als. vs. Commissioner of Public Health: Statement of the Case (Findings, Rulings and Order)</i>] – 1982
	4	[Briefing Book for House Hearings] – 1979 [Briefing Package: Analysis of Comments on the Proposed Ban of UFFI]
	5	Part I – [c. 1982]
	6	Part II – [c. 1982]
	7	[<i>Clearing the Air: The Economic and Scientific Facts Surrounding the CPSC Attack on Foam Insulation</i>] – 1981 [CPSC's Response and Petition to a Federal Appellate Court's Decision to Strike down the Ban of Urea-Formaldehyde Foam Insulation]
	8	April-May 3, 1983
	9	May 5-July 1983
107	1	[Decision Briefing Package Which Analyses UFFI Ban <i>Federal Register</i> Notice] – 1982
	2	[Discussion Paper] – 1983
	3	[<i>Documentation Favoring Rejection of the Proposed Ban on UFFI and Symptom Warning</i>] – 1982
	4	[February 3, 1982 CPSC Meeting] – 1982
	5	[February 22, 1982 Public Meeting] – 1982 [Follow-up Information Requested during the Commission Briefing on February 3-4, 1982]
	6	1982
	7	1982
	8	1982
108	1	[Formaldehyde Institute and Gulf South Insulation Litigation Cases] – 1982
	2	[January 29, 1982 CPSC Meeting] – 1982
	3	[Letter from Donald L. Morgan, of Cleary, Gottlieb, Stein and Hamilton] – 1982
	4	[Meeting with the Representatives of the Formaldehyde Industry] – 1982
	5	[October 19, 1983 CPSC Meeting] – 1983
	6	[Outline for Chairman Steorts' Briefing] – 1982
	7	[Questions and Answers on Formaldehyde and UFFI, Prepared by Health Sciences] – 1982
	8	[September 15, 1983 CPSC Meeting] – 1983

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Urea-Formaldehyde Foam Insulation
		[Six Month Continuous Inhalation Study with Formaldehyde in Animals]
108	9	Part I – 1982
	10	Part II – 1982
109	1	[Suggested Changes to UFFI Ban <i>Federal Register</i> Notice] – 1982 [Urea Formaldehyde Foam Insulation, Manufacturers’ Recommended Standard for] – 1982 [U.S. House of Representatives]: Correspondence, [Statements, and Testimonies]
	2	1981-1982
	3	1983-1984
	4	[U.S. House of Representatives]: Subcommittee Correspondence – 1981-1982
	5	[<i>U.S. News & World Report</i> Interview (Draft)] – 1983 U.S. Senate
	6	Correspondence – 1981-1984
	7	Subcommittee Correspondence – 1981-1983
		Voluntary Standards
	8	1982-1983
	9	[Briefing Package on a Proposed Amendment to the Commission’s Policy Statements on Participation and Involvement in the Development of Voluntary Standards] – 1984 [Proposed Amendment Regarding the CPSC’s Policy Statements on Participation and Involvement in the Development of Voluntary Standards]
	10	Part I – 1984
110	1	Part II – 1984 [Public Hearing on the Proposed Amendment Regarding the CPSC’s Policy Statements on Participation and Involvement in the Development of Voluntary Standards]
	2	Part I (Pp. 1-139) – 1984
	3	Part II (Pp. 140-275) – 1984
	4	Walker, Anne – 1981-1982
	5	Western Regional Office – 1982
	6	[Weyerhaeuser Company] – 1982-1983
	7	Whirlpool – 1983-1984
		White House
	8	1981
	9	1982
	10	[Administration Briefing] – 1983
111	1	[Conference on Productivity] – 1983
	2	Correspondence – 1982-1983

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111	3	Craig Fuller – 1982-1983
	4	Meeting with [James A. Baker, III, Chief of Staff] – 1981
	5	Meeting with the President – 1981
	6	[National Energy Assistance Program, Office of Private Sector Initiatives] – 1983
	7	Office of Cabinet Affairs – 1982
	8	[Office of Private Sector Initiatives, The President’s Advisory Council on Private Sector Initiatives] – 1983
	9	Other Correspondence – 1982-1983 [Packet]
	10	1982
	11	1984
	12	President – 1982-1984
	13	President’s Private Sector Survey on Cost Control – 1982
	14	President’s Task Force on Private Sector Initiatives] – 1981-1982
	15	Resumes/Recommendations – 1981-1982 Talking Points
	16	June-September 1982
	17	October-December 1982
	112	1
2		May-June 1983
3		June 1-September 1983
4		October-December 1983
5		1984
6		Travel Study Group – 1981
7		Vice President [George H. W. Bush] – 1982-1983 Virginia Knauer
8		1981-1982
113	9	[Consumer Affairs Council] – 1981-1982
	10	Correspondence – 1981-1982
113	1	National Consumers Week – 1982
	2	1981 Report to the President – 1982
	3	[Speeches] – 1981-[c. 1982]
	4	White House-Harvard Sub-cabinet Seminars in Public Management – 1983
	5	[Wisconsin Federation of Republican Women] – 1983
	6	Women Business Owners – 1981-1982
	7	Wood and Coal Heating Equipment Report – 1984 Wood Heating Alliance
	8	1981-1984
	9	Commission Meeting – March 15, 1984
	10	[World Congress of Power Tool Manufacturers, The Power Tool Institute, San Francisco, California] – [c. 1981]-1982

MSS 123, NANCY HARVEY STEORTS PAPERS, CONSUMER PRODUCT SAFETY
COMMISSION, SERIES 4, SUBJECT FILES (1974-1984), SUBSERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
113	11	Zagoria, Commissioner Sam June 2, 1979-March 12, 1982
	12	April 2, 1982-January 20, 1984

MSS 123, NANCY HARVEY STEORTS PAPERS, CONSUMER PRODUCT SAFETY COMMISSION, SERIES 4, POST-CPSC FILES (1987-1999), SUBSERIES 3, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
1	1	[Administrator for CPSC within the Department of Health and Human Services] – 1987
	2	[Allegations about a Former Commissioner (Stuart M. Statler), General Accounting Office (GAO)] – 1986
	3	[All-Terrain Vehicles] – 1986-1987
	4	Arter & Hadder – 1999
		[Briefing Package on Spa and Hot Tub Petition, CP 90-2]
	5	Part I – pp. 30-179 – 1992
	6	Part II – pp. 181-249 – 1992
	7	[Brown, Chairman Ann] – [c. late 1990s]
	8	[Compilation of Statutes Administered by CPSC] – 1989
	9	[Consumer Product Safety Commission: Administrative Structure Could Benefit from Change (General Accounting Office [GAO])] – 1987
	10	CPSC Public Calendar Contacts – 1994
		CPSC Public Calendars
	11	November 1985-October 1986
	12	October 1986-October 1987
2	1	October 1987-September 1991
		[CPSC Publications]
	2	1984-September 1988
	3	October 1988-1991
	4	Faxes – 1995
	5	[Fireworks] – 1986
	6	[Fiscal Year 1987 Budget] – 1986
	7	[Fiscal Year 1992 Priorities: Hearing Submissions and Written Comments] – 1990
	8	[Graham, Commissioner Anne] – 1988
	9	[Ground Fault Circuit Interrupters (GFCI)] – 1985
	10	[Indoor Quality Air] – 1991
	11	[Methylene Chloride] – 1989
	12	[News Releases] – 1985-1990
	13	[1989 Annual Report] – 1989
14	[1989 Holiday Season: Toy Information] – 1989	
3	1	[1991 Budget Request] – 1990
	2	[Nursery Safety] – 1985, 1987
	3	Olson, Ted – 1985-1986
	4	[Priority Project Candidates for Fiscal Year 1992] – 1990
	5	[<i>Product Safety Letter</i>] – 1987
	6	[Proposed Revisions to the Poison Prevention Packaging Act Protocols] – 1990

MSS 123, NANCY HARVEY STEORTS PAPERS, CONSUMER PRODUCT SAFETY COMMISSION, SERIES 4, POST-CPSC FILES (1987-1999), SUBSERIES 3, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[Reauthorization of Consumer Product Safety Commission]
3	7	1985-May 13, 1987
	8	May 13, 1987
	9	June 4, 1987
4	1	September 1987-1988
	2	Recall Effectiveness Forum – 1998-1999
	3	[Safety for Older Consumers] – 1986
	4	[Scanlon, Terrence M.] – 1985-1987 Spas and Pools
	5	1977, 1984-May 1991
	6	August 1991-January 1992
	7	[Study of Poison Prevention Packaging Act Effectiveness] – 1990
	8	[Swimming Pools, Spas, and Hot Tubs] – 1990
	9	[Toy Safety] – 1985-1990
	10	[Toy Safety Symposium] – 1994
	11	[Voluntary Standards, Activities, October 1, 1988 to March 31, 1989] – 1989
5	1	[Voluntary Standards, Activities, April 1, 1989 to September 30, 1989] – 1989

**Series 5: Presidential Elections and Inauguration Papers Series, 1969-1992;
bulk 1972-1981**

4.95 cubic feet consisting of 145 folders.

The Presidential Elections and Inauguration Papers Series consists of articles, correspondence, clippings, directories, lists, memoranda, memorabilia, newsletters, notes, press releases, reports, schedules, statements and speeches.

Materials in this series cover the period 1969-1992, which documents Nancy Harvey Steorts' involvement in the inaugurations of Presidents Richard M. Nixon and Ronald Reagan, as well as the 1980 political campaign of Ronald Reagan. Material relating to the 1988 and 1992 campaigns may be found here as well. The bulk of the material dates from 1972 to 1981.

The series is arranged alphabetically by folder title, and chronologically within each folder.

Information relating to the Ronald Reagan-George H.W. Bush campaign, the 1980 Presidential election, and the 1980 Republican National Convention can be found in this series. The majority of the materials pertain to Steorts helping set up the women surrogate speakers operation. "Surrogate speakers" are people who speak as substitutes or in behalf of the candidate. There are lists of women speakers, schedules, notes, directories and background information on the women speakers. Also included are issue statements which cover such topics as the economy, energy and the environment, labor, social issues and urban issues, as well as lists of Republican state chairmen, regional political directors, members of the Republican Governors Association, and the Executive Committee and members of the Republican National Committee. Moreover, there are press releases which concern the formations of the Women's Policy Board and other advisory groups, the appointment of Virginia H. Knauer as consumer affairs advisor, and a statement by Elizabeth Hanford Dole regarding the Equal Rights Amendment, and Ronald Reagan's strong record on women's issues while Governor of California.

Other materials related to the 1980 election include clippings, press releases, speeches, statements and a public opinion report. There is information regarding campaign positions, candidates, delegates, publicity, and talking points. Included in the memorabilia are invitations, tickets, programs, brochures and a limited edition serigraph of President Richard M. Nixon and Vice President Spiro T. Agnew.

Materials pertaining to the George H.W. Bush-Dan Quayle political campaign of 1988 include several letters relating to Steorts seeking a position within the Bush-Quayle organization, or from her in support of Bush, as well as a letter from President Ronald supporting Bush for President. Some of the topics covered in the memoranda in the series include President George H.W. Bush's speech before the American Newspaper Publishers Association on April 24, 1989 in Chicago, Illinois, his record on women's health and small business issues, and Bill Clinton and the University of Arkansas ROTC Program. There are fact sheets dealing with Boston Harbor, education, and the environment; as well as a statement by Bush about women political appointees; a list of women serving on the campaign staff; a biography of Marilyn Tucker Quayle; reports relating to the transition standards of conduct, the guidance on ethical conduct

for transition staff, investing in America's children; a packet of information dealing with Michael Dukakis' proposed mandated healthcare plan; and several Bush-Quayle campaign briefings.

Topics covered in materials concerning the Bush-Quayle 1992 Presidential campaign include President Bush's "Agenda for American Renewal" and "Encouraging Entrepreneurial Capitalism," his record on women's health and small business, a contribution to the Republican National Committee and campaign publicity. Also included are clippings and press releases about Clinton's national economic strategy and his plan to tax foreign investment, Bush's record, and Clinton's economic plan and his involvement with the ROTC Program at the University of Arkansas in 1969. Copies of the Bush-Quayle newsletter, *Campaign Briefing*, can be found in these files as well.

The majority of the materials concerning the Republican National Committee in this series relates to the Advisory Council on Human Relations and the Platform Committee. Steorts served on the Subcommittee on Consumer Affairs of the Advisory Council on Human Relations. There are meeting schedules, notes, an organizational chart, directories, several reports on welfare reform, draft copies of position papers on such topics as crime and justice, education, health issues, urban policy and transportation issues, housing issues, urban policy, and consumerism. Materials connected to the Platform Committee include the witness roster and schedule, and testimonies and statements given by individuals before the Temporary Committee on Resolutions of the Republican National Committee's Platform Committee on January 14-15, 1980, including Steorts' testimony on behalf of the Consumer Affairs Subcommittee.

Another area well-documented in the series relates to the inaugurations. Most of the materials pertain to the candlelight dinners for President Richard M. Nixon's second inaugural in 1973 and President Ronald Reagan's first inaugural in 1981. Steorts served as the director of both events. There are memoranda regarding a proposal for the 1973 Candlelight Supper, procedures for the Dinners, a general summary of the Candlelight Dinners, proposals for the 1973 Inaugural Concert, final reports to the Chairman of the Inaugural Committee, the establishment of a communications office to coordinate media activities for the 1981 Inauguration, the organization of the 1981 Inaugural Ball Committee, and the tax status of the 1981 Inaugural Committee and the Presidential Inaugural Trust. Of special interest is a memo in which Jeb Magruder, Deputy Re-election Campaigner Manager, recommends to H.R. Haldeman, White House Chief of Staff, that Steorts serve as the Social Director of the White House. The correspondence in the series mainly concerns thanking individuals for helping to organize the Candlelight Dinners; however, there is a copy of a letter to First Lady Pat Nixon from Lenore LaFount Romney (wife of U.S. Secretary of Housing and Urban Development George W. Romney), in which she highly recommends Steorts for any White House position. Other items in the series include a 1973 organizational manual, lists of the staff members involved in organizing the Dinners, final reports from the Special Groups Committee, and clippings and press releases which describe the inaugurations. Finally, there is a little information regarding the 1969, 1985 and 1989 Inaugurals.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Bush, George, 1924-
Bush, George, 1924- – Inauguration, 1989
Clinton, Bill, 1946-
Nixon, Richard M. (Richard Milhous), 1913-1994
Nixon, Richard M. (Richard Milhous), 1913-1994–Inauguration, 1969
Nixon, Richard M. (Richard Milhous), 1913-1994–Inauguration, 1973
Presidential inaugurations–Washington (D.C.)–1960-1970
Presidential inaugurations–Washington (D.C.)–1970-1980
Presidential inaugurations–Washington (D.C.)–1980-1990
Presidents–United States–Election–1972
Presidents–United States–Election–1980
Presidents–United States–Election–1988
Presidents–United States–Election–1992
Quayle, Dan, 1947-
Reagan, Ronald
Reagan, Ronald–Inauguration, 1981
Reagan, Ronald–Inauguration, 1985
Republican National Committee (U.S.)
Republican National Convention (32nd : 1980 : Detroit, Mich.)
Women in politics–United States

Form/genre:

Speeches

MSS 123, NANCY HARVEY STEORTS PAPERS, PRESIDENTIAL ELECTIONS AND INAUGURATIONS PAPERS (1969-1992), SERIES 5, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Bush-Quayle Campaign
1	1	1988
	2	[c. 1988]
	3	1989-September 1992
	4	October 1992
	5	Carter-Mondale Campaign – 1980
	6	[Cortland County Republican Committee Program (New York)] – 1984
	7	D.C. Republican Party – 1980
	8	Fortune 500 Master List – 1980
	9	<i>GOP Nationalities News</i> – 1972
		1969 Inaugural
	10	1969
	11	Committee: A Proposed Management Plan for the Inaugural Committee – 1969
		1973 Inaugural Administration
	12	1972-January 24, 1973
2	1	January 25-February 22, 1973
		Candlelight Dinners
	2	Administration – 1972-1973
	3	Budgets – 1972
	4	Facilities, Caterers, etc. – 1972-1973
	5	Final Report – 1973
	6	Invitations – 1972-1973
	7	Volunteers – 1969, 1972-1973
	8	Memorabilia – 1973
	9	Publicity – 1972-1973
	10	Schedule of Activities – 1972-1973
	11	Staff Directories – 1972-1973
		Steorts
	12	Expenses – 1973
	13	Notes – 1973
	14	Personal Correspondence – 1973
	15	Thank-you Letters – 1972-1973
		1977 Inaugural
	16	Expenses – 1973
		1981 Inaugural
3	1	Accounting Procedures – 1980
	2	Administration – 1980-1981
	3	Budgets – 1980-1981

MSS 123, NANCY HARVEY STEORTS PAPERS, PRESIDENTIAL ELECTIONS AND INAUGURATIONS PAPERS (1969-1992), SERIES 5, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		1981 Inaugural
		Candlelight Dinners
3	4	Administration – 1980-1981
	5	Budget – 1980-1981
	6	[Expenses] – 1980
	7	Invitations – 1980-1981
	8	Music – 1981
	9	Volunteers – 1981
	10	Facilities Set-ups – 1980-1981
	11	Medical Support – 1981
	12	Memorabilia – 1980-1981
	13	Pre-Inaugural Planning – 1980
	14	Press Kit – 1980-1981
	15	Publicity – 1980-1981
	16	Resumes – 1980
4	1	Schedule of Activities – 1980-1981
	2	Security – 1981
	3	Sites of Activities – 1980-1981
		Steorts
	4	Notes – 1981
	5	Personal Correspondence – 1981
	6	Telephone Directories – 1981
	7	Thank-you Letters to Volunteers – 1980-1981
	8	Volunteer Rosters – 1980
		1985 Inaugural
	9	Facilities – 1985
	10	Invitations – 1984-1985
	11	Memorabilia – 1985
	12	News Releases – 1984
	13	Schedules – 1984
		1989 Inaugural
	14	1989
	15	Telephone Directories – 1988-1989
5	1	Inaugural History – 1977, 1980
	2	National Republican Senatorial Committee – 1983
	3	Political Activity Guidelines – 1994
		1980 Presidential Election
	4	Campaign Positions – 1979-1980
	5	Candidates – 1979-1980
	6	Delegates – 1980
	7	Memorabilia – 1980

MSS 123, NANCY HARVEY STEORTS PAPERS, PRESIDENTIAL ELECTIONS AND INAUGURATIONS PAPERS (1969-1992), SERIES 5, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		1980 Presidential Election
5	8	Newspaper Clippings – 1980
	9	News Releases – 1980
	10	Public Opinion Report – 1980
	11	Publicity – 1980
	12	[Southern Republican State Chairmen’s Association Statements] – 1980
	13	Speeches – 1980
	14	Steorts: Notes – 1980
		1984 Presidential Campaign
	15	Memos, Strategies, and Personal Notes – 1983-1984
	16	Newspaper Clippings – 1984
	17	Talking Points – 1984
		1988 Presidential Campaign
	18	1988
	19	Profiles of Prominent Republicans – 1978, 1980
6	1	<i>Promises, Promises: A Republican National Committee Presidential Accountability Project, Volume Two</i> – 1978
		Reagan-Bush Campaign
	2	Bus Tours [for Women Surrogate Speakers] – 1980
	3	Commitment ’80 – 1980
	4	Committee Lists – 1980
	5	Directory 1980-1984 – 1984
		Issue Statements
	6	Part I – 1980
	7	Part II – 1980
	8	Memorabilia – 1980
	9	National Republican Committee – 1980
	10	News Releases – 1980
	11	Phone Directory – 1980
	12	Position Papers – 1980
		Prominent Republican Women Directory
7	1	Part I – 1980
	2	Part II – 1980
	3	Republican Governors Association – 1980
		Schedules for Surrogate Speakers
	4	August 16-October 3, 1980
	5	October 3-10, 1980
	6	October 12-24, 1980
	7	October 25-November 3, 1980

MSS 123, NANCY HARVEY STEORTS PAPERS, PRESIDENTIAL ELECTIONS AND INAUGURATIONS PAPERS (1969-1992), SERIES 5, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Reagan-Bush Campaign
		Senate Wives Directory
7	8	Part I – 1980
8	1	Part II – 1980
	2	Staffing – 1980
		Steorts
	3	Personal Correspondence – 1980
	4	Travel Schedules: Logistics, Memos – 1980
	5	Truth Squads – 1980
	6	Voter Profiles – 1980
		Women Surrogate Speakers
	7	Administration – 1980
	8	Correspondence – 1980
		Forms
	9	A-D – 1980
	10	F-J – 1980
	11	K-R – 1980
9	1	S-W – 1980
	2	Volunteers – 1979-1980
	3	Women’s Economic Forum – 1980
	4	Women’s Policy Board – 1980
	5	Women’s Vote Strategies – 1980
	6	[Reagan for President Committee] – 1979
		Republican National Committee
	7	1979-1981, 1991, 1998
		Advisory Council on Human Concerns
	8	1978-April 1979
	9	June 1979-1980
10	1	Congressional Candidates – 1980
	2	County Returns Vote Listing [for President] – 1976
	3	Lists – 1980
	4	Logistics – 1980
		Platform Committee
	5	January 10-15, 1980
	6	January 18-July 14, 1980
	7	Rebuilding Our Defenses: The Reagan Administration’s Record on Defense Issues – 1983
	8	Talking Points on the Reagan Record on Domestic Issues – 1983
		1980 Republican National Convention
	9	Committee on Rules and Order of Business – 1980
	10	Reception – 1980

MSS 123, NANCY HARVEY STEORTS PAPERS, PRESIDENTIAL ELECTIONS AND INAUGURATIONS PAPERS (1969-1992), SERIES 5, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		1980 Republican National Convention
10	11	Schedule of Events – 1980
	12	Speeches – 1980
	13	State Delegations – 1980
		Steorts
11	1	Notes – 1980
	2	Thank-you Letters – 1980
	3	“The Carter Record” – 1980
		1984 Republican National Convention
	4	[Events] – 1984
	5	Invitations – 1984
	6	Logistics – 1984
	7	Official Guide – 1984
		Steorts
	8	Schedules – 1984
		1992 Republican National Convention
	9	1992
	10	Republican Women’s Clubs – 1980
	11	Role of Women in the 1968 Republican National Committee – 1968
	12	Task Force on Legal Equity for Women – 1981
	13	Women for a Republican Congress – 1968
	14	Young Republicans National Convention – 1980

Series 6: CREEP [Committee for the Re-election of the President (Richard M. Nixon)] Series, 1968-1973; bulk 1971-1972

6.75 cubic feet consisting of 194 folders.

The CREEP [Committee for the Re-election of the President (Richard M. Nixon)] Series consists of articles, briefing materials, charts, clippings, correspondence, directories, fact sheets, manuals, lists, memoranda, memorabilia, newsletters, notes, press kits, press releases, reports, schedules, statements and speeches.

Materials in this series cover the period 1968-1973, and document Steorts' work as the Assistant National Director of Volunteers for the political campaign to re-elect Richard M. Nixon to a second term as President. The bulk of the materials date from 1971 to 1972. The series is arranged alphabetically by folder title, and chronologically within each folder.

Files regarding volunteers and women speakers contain memoranda, correspondence, projected schedules, recap sheets, notes and charts, a direct mail overview for volunteers and a listing of procedures for letters to volunteers. In addition, there is an outline of the areas of responsibilities, and a brief paper on how the campaign must be predicated on a keen sensitivity to the new self-awareness of women. Some of the topics covered in the memoranda and correspondence include the "Pledged to the President" Volunteer Recruitment Program, a volunteer training film, the "Host for the President" Program, regional field directors, individuals who agreed to speak on behalf of the President during the campaign for the Spokesmen Resources Program, and the schedule of events for the Midwestern Regional Leadership Conference in Chicago. There are lists of speaking events in various states and questions regarding engagement/appearance criteria.

The series contains materials regarding the committee's efforts to get the votes of women, including memoranda and clippings on the place of women in the 1972 campaign organizations, the plan of operations for reaching women voters, communications strategy, President Nixon's television interview with articulate spokeswomen, and the "Women Voters for the President" Campaign Program report. There are Republican National Committee quotes about equal opportunity for women; lists of potential women candidates for the campaign, major women's groups, members of the Women's Policy Board, women appointed or promoted by the Nixon Administration to high level positions, and biographical files on the spouses of cabinet members who campaigned for Nixon, including Maria Hodgson, Margaret Dunbar Kleindienst, Martha Mitchell, Anne Hazard Richardson, Adele Langston Rogers, Lenore LaFound Romney, and Joyce Pierce Rumsfeld. There is also a file on Helen Delich Bentley who was the first woman to serve in a key government position on the Federal Maritime Commission and the first woman appointed by a President to serve as chairman of a regulatory agency. Also included are two demographic profiles related to women; a critique and rough draft of a paper about the Women Voters for the President Campaign Program; a report on the equal opportunity for women; and pamphlets, fact sheets, and press releases.

Materials of the National Advisory Committee are also are filed in this series. The purpose of the Committee was to utilize the talents and energies of influential women interested in the re-election of President Nixon. The group was composed of outstanding women from various fields, such as business, law, and medicine. First Lady Patricia Nixon and Former First Lady

Mamie Eisenhower served as Honorary Co-Chairmen. Patricia Hutar, National Director of Volunteers for the Committee for the Re-Election of the President, was in charge of coordinating the committee's activities. The files contain correspondence and memoranda, lists, fact sheets, and press releases. These press releases are in the files titled "Resumes"

Other campaign-related materials filed this series include promotional and direct mail materials; "state" files which may contain briefing packages, polls, population data, a map of the Congressional districts, counties, and selected cities of the states; clippings files which cover such topics as the Nixons' trip to China, the Vietnam War, Watergate, the demonstrations at the Republican National Convention in Miami Beach, Florida, Edmund S. Muskie, and George McGovern. There are press releases attacking George McGovern, giving speech excerpts, and explaining President Nixon's position on busing, his record on blacks, and his decision to choose Spiro T. Agnew as Vice President. There is information on the official program of the Republican National Convention, thumbnail biographies of convention participants, and special convention events of interest to youth. There are also fact sheets with pertinent excerpts from presidential speeches and statements on domestic and foreign affairs and a campaign factbook which describes the programs and accomplishments of the Nixon Administration and covers such areas as foreign policy, defense, Vietnam, military draft, China, inflation, busing, education, environment, health, veterans, young people and women. Finally, a press kit for young voters, directories, and manuals can be found in this series.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Agnew, Spiro T., 1918-1996
Bentley, Helen Delich, 1946-
Cabinet officers--United States--1950-1990
Cabinet officers--United States--Biography
Cabinet officers' spouses--United States--Biography
McGovern, George S. (George Stanley), 1922-
Muskie, Edmund S., 1914-1996
Nixon, Richard M. (Richard Milhous), 1913-1994
Presidents--United States--Election--1972
Republican National Committee (U.S.)
Republican National Convention (1972 : Miami Beach, Fla.)
Republican Party (U.S. : 1884-). National Advisory Committee
United States--Politics and government--1969-1974
Watergate Affair, 1972-1974
Women in politics--United States
Women--United States--Attitudes
Women--United States--Social conditions

Form/genre:

Speeches

MSS 123, NANCY HARVEY STEORTS PAPERS, CREEP [Committee for the Re-election of the President (Richard M. Nixon)] (1968-1973), SERIES 6, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Administration
1	1	1971-1972
	2	Republican National Convention – 1972
	3	<i>American Political Report</i> – 1972
	4	Applicants for Field Coordinator Position – 1971-1972
	5	Applicants to Interview – 1971
	6	Arizona – 1972
	7	[“Assessment of Presidential Campaign at the Conclusion of Primaries” by John N. Mitchell, National Campaign Director, CREEP] – 1972
	8	Bentley, Helen Delich [Chairman of the Federal Maritime Commission] – 1971-1972
	9	Boiler Room Operation, National Republican Congressional Committee – 1972
	10	Briefing Sessions – 1972
	11	Bush, Barbara [Wife of U.S. Ambassador to the United Nations George H.W. Bush] – 1972
		California
	12	1972
	13	Get-Out-the-Vote Telephone Campaign – 1972
	14	Presidential Commitment Program – 1972
	15	Report of Registration–By Counties – 1972
	16	Campaign Dresses – 1972
		<i>1972 Campaign Factbook</i> , Republican National Committee
	17	Part I – 1972
2	1	Part II – 1972
	2	<i>Campaign Idea Book</i> , National Republican Congressional Committee – 1972
	3	Campaign Windup Report – 1972
	4	Canvass Kick-off – 1972
	5	Car Caravan – 1972
	6	China – 1971
	7	Colorado – 1972
	8	[<i>Congressional Record</i> Editorials Endorsing President Nixon for Re-election] – 1972
	9	Congressional Wives – 1972
	10	Connecticut – 1972
	11	[Correspondence] – 1972
	12	“Day for the President” (October 21, 1972) – 1972
	13	Delegates – 1968, 1972
	14	Delaware – 1972
	15	Democratic Campaign – 1972
	16	Domestic Affairs Fact Sheets – 1972
3	1	Election Returns – 1971-1972

MSS 123, NANCY HARVEY STEORTS PAPERS, CREEP [Committee for the Re-election of the President (Richard M. Nixon)] (1968-1973), SERIES 6, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
3	2	Elections Guide – 1971-1972
	3	Electoral College – 1972
	4	[<i>Evans-Novak Political Report</i>] – 1972
	5	Expense Reports – 1971
	6	Federal Campaign Funds. [Manual of Regulations and Instructions] – 1972
	7	Federal Employees Political Participation – 1972
	8	Field Staff Meetings – 1972
	9	Florida – 1972
	10	Foreign Affairs Fact Sheets – 1972
	11	Georgia – 1972
		Get-Out-the-Vote
	12	October 2-28, 1972
	13	October 28, 1972; [1972]
	14	Hawaii – 1972
	15	Hodgson, Maria. [Married to U.S. Secretary of Labor James D. Hodgson] – 19721-1972
		Hostess/Business Telephone Campaign Program
	16	Part I – 1972
	17	Part II – 1972
	18	Idaho – 1972
19	Illinois – 1972	
4	1	Indiana – 1972
	2	Kansas – 1972
	3	Kentucky – 1972
	4	[Kleindienst, Margaret Dunbar. Married to U.S. Attorney General Richard G. Kleindienst] – 1972
	5	Leadership Conference – 1972
	6	Louisiana – 1972
	7	Maine – 1972
	8	Maryland – 1972
	9	Massachusetts – 1972
	10	Master Recruitment Book – 1972
	11	McGovern, George [Democratic Candidate for President] – 1972
		Memorabilia
	12	CREEP – 1972
	13	Republican National Committee – 1972
	14	Michigan – 1972
	15	Missouri – 1972
	16	[Mitchell, Martha. Married to U.S. Attorney General John Mitchell Who Resigned to Head CREEP] – 1972
	17	[<i>Monday</i> , Republican National Committee] – 1972
18	Montana – 1972	

MSS 123, NANCY HARVEY STEORTS PAPERS, CREEP [Committee for the Re-election of the President (Richard M. Nixon)] (1968-1973), SERIES 6, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		National Advisory Committee (Women)
4	19	1971-1972
5	1	1972
		Resumes
	2	A-E – 1972
	3	F-H – 1972
	4	J-R – 1972
	5	S-Z – 1972
	6	Nebraska – 1972
	7	Nevada – 1972
	8	New Hampshire – 1972
	9	New Jersey – 1972
	10	New Mexico – 1972
	11	New York – 1972
6	1	News Articles about Women [and the Presidential Campaign] – 1971-1972
		News Clippings
	2	February 1971-May 1972
	3	June-November 1972
	4	North Carolina – 1972
	5	North Dakota – 1972
	6	Ohio – 1972
	7	Oklahoma – 1972
	8	Organizational Charts – 1972
	9	Pennsylvania – 1972
	10	Platform, Republican National Convention – 1972
	11	Pledge to the President, Volunteer Recruitment Program – 1972
	12	<i>Political Profiles of the States</i> , Republican National Committee – 1972
7	1	Poll Index Reports – 1972
	2	Position Papers – 1972
	3	Presidential Appointee Address List – 1972
	4	Presidential Headquarters 1972 GOP Convention Information Book – 1972
	5	Presidential Primaries – 1971-1972 [Press Conference Transcript]
	6	[John N. Mitchell and Devan L. Shumway] – 1972
	7	[President Richard M. Nixon] – 1972
	8	Press Director's Handbook – 1972
	9	[Press Information: Women's Desk] – 1972
		Press Releases
	10	CREEP – 1972
	11	[Miscellaneous] – 1972
	12	[Republican National Committee] – 1972

MSS 123, NANCY HARVEY STEORTS PAPERS, CREEP [Committee for the Re-election of the President (Richard M. Nixon)] (1968-1973), SERIES 6, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Press Releases
7	13	Republican National Convention – 1972
	14	[Young Voters for the President] – 1972
	15	[<i>Promise and Performance: An Analysis of President Nixon's First Term of Office</i>] – 1972
	16	["The Real Road to Peace," by President Richard Nixon, <i>U.S. News & World Report</i>] – 1972
	17	Receipts – 1972
	18	[Reception for First Lady Patricia Nixon] – 1972
	19	[<i>Red, White & Blue Book of Women in Politics</i> , compiled by Eve Parshalle] – 1969
		<i>Re-Elector, The</i>
8	1	Issues 1-5 – 1972
	2	Issues 6-7 – 1972
	3	<i>Re Nominator, The</i> (Republican National Convention) – 1972
		Republican National Committee Directory
	4	Part I, Alabama to Nebraska – 1972
	5	Part II, Nevada to Delegates – 1972
		Lists
	6	June 1971-June 1972
	7	July-October 1972
	8	[Republican National Convention Official Program Book] – 1972
9	1	Republican National Leadership Conference, Washington, D.C. – 1972
	2	Republican Women's Discussion Group – 1972
	3	Republican Women's Regional Conferences – 1972
	4	Rhode Island – 1972
	5	Richard Nixon's Third Year – 1972
	6	[Richardson, Anne Francis Hazard. Married to U.S. Secretary of Health, Education and Welfare Elliot L. Richardson] – 1972
	7	[Rogers, Adele Langston. Married to U.S. Secretary of State William P. Rogers] – 1971-1972
	8	[Romney, Lenore LaFount. Married to U.S. Secretary of Housing and Urban Development George W. Romney] – 1972
	9	[Rumsfeld, Joyce Pierson. Married to Donald H. Rumsfeld, Counselor to the President and Director of the Economic Stabilization Program] – [c. 1972]
	10	Schedules, Republican National Convention – 1972
	11	Senate Wives – 1972
	12	Senior Citizens Campaign Manual – 1972
	13	[S-O-S Kit Prepared for National Corporate Sponsors by the Corporate Sponsors Committee of the National Symphony Orchestra] – [1972]
	14	South Carolina – 1972

MSS 123, NANCY HARVEY STEORTS PAPERS, CREEP [Committee for the Re-election of the President (Richard M. Nixon)] (1968-1973), SERIES 6, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>	
9	15	South Dakota – 1972	
	16	Speaker Lists – 1972	
	17	Speeches – 1972	
	18	Speeches by or about Women – 1972	
10	1	Spokesmen Resources Program – 1972	
	2	Staff Directories – 1972	
	3	Staff Meeting Notes – 1971-1972	
	4	Staff Memos – 1971-1972	
	5	State Chairman's Organizational Manual – 1972 State Chairmen	
	6	November 1971-July 1972	
	7	September 1972	
11	1	State Headquarters Offices – 1972 Steorts Notes	
	2	Republican National Convention – 1972	
	3	Things to Do – 1972	
	4	Personal – 1971-1972 Surrogate Speakers	
	5	1968, 1972	
	6	Correspondence – 1971-1972	
	7	Resumes – 1971-1972 Schedules	
	8	January 3-April 17, 1972	
	9	April 24-May 17, 1972	
	12	1	May 22-June 26, 1972
		2	July 1972
3		August 1972	
4		September-December 1972	
5		Talking Papers – 1972	
6		Target States – 1972 [Target '72]	
7		[Sixty Days to Victory: A Program for Voter Identification and Turnout] – 1972	
8		[Special Ballots Handbook] – 1972 Telephone	
13		1	Campaign Handbooks – 1972
		2	Centers – 1972
	3	Lists – 1972	
	4	[Talking Points] – 1972	
	5	Tennessee – 1972	
	6	Texas – 1972	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
13	7	[<i>The Republican; The National Party Magazine</i> . Special Issue Entitled "Partners"] – 1971
	8	Victory Volunteer Manual – 1972
	9	Vietnam Speech – 1972
	10	Virginia – 1972
	11	Volunteers – 1970-1972
	12	Volunteers' Campaign Manual – 1972
	13	Voter Registration Laws by State – 1971-1972
	14	Washington (State) – 1972
	15	Weekly Expense Reports – 1971-1973
	16	West Virginia – 1972
	17	Wisconsin – 1972
14	1	Wives' Manual, National Republican Congressional Committee – 1972
		Women: Demographic Profile
	2	Pages 1-129 – 1972
	3	Pages 130-249 – 1972
	4	Pages 250-336 – 1972
		Women: Demographic Profile – 11-State Tabulation
	5	Pages 1-149 – 1972
	6	Pages 150-207 – 1972
	7	Women for Nixon-Agnew – [c. 1969]-1972
	8	Women in Public Service, Republican National Committee – 1972
	9	[Women in the Federal Government, White House Fact Sheet] – 1972
15	1	Women on Presidential Boards – 1972
	2	Women Surrogate Information – 1972
		Women Voters Efforts
	3	May 1971-May 1972
	4	June-September 1972
	5	[Women's Vote Area] – [c. 1971]
	6	Young Voters Press Kit for the President – 1971-1972

Series 7: Dallas Organizations Series, 1937-1998; bulk 1984-1989

21.185 cubic feet consisting of 595 folders.

The Dallas Organizations Series consists of agendas, articles, clippings, correspondence, fact sheets, financial records, legislative documents, lists, memoranda, minutes, newsletters, notes, pamphlets, press releases, publications, reports, schedules, speeches and statements.

Materials in this series cover the period 1937-1998 and documents Nancy Harvey Steorts' involvement as President of the Dallas Citizens Council and as a member of other area organizations in Dallas, Texas. The bulk of the materials dates from 1984 to 1989.

The series consists of two sub-sub-series: **Dallas Citizens Council** and **Other Dallas Materials**. The sub-series are arranged alphabetically by folder title, and chronologically within each folder.

The first sub-series, **Dallas Citizens Council** (Sub-series 7.1, 38 boxes, 17.81 cubic feet), relates to a nonprofit organization which promotes a favorable business climate and quality of life for Dallas residents. On January 14, 1985, with the recommendation of Ray L. Hunt, Chairman of the Dallas Citizens Council, the Board of Directors unanimously passed the motion to hire Steorts as a consultant from February 1, 1985 to December 31, 1986. The nature of Steorts' consulting services was to assist the Texas organization in formulating its long-range goals, objectives and strategies. The Board of Directors approved some of the changes to the procedures and structure of the Council that resulted from Steorts' study. To expedite these changes, the Board elected Steorts President, effective January 1, 1986. On July 13, 1987 she resigned that position, effective December 31, 1987. She was replaced by R. Jan LeCroy, Chancellor of the Dallas County Community College District.

The sub-series consists of three sub-sub-series: General Files, Minutes and Post-President Materials. The **General Files** (Sub-sub-series 7.1.1, 30 boxes, 14.435 cubic feet) contain correspondence, memoranda, articles, clippings, financial records, lists, notes, press releases, reports, speeches and statements. Most of the correspondence in the sub-sub-series concern speaking engagements, invitations, as well as congratulations and thank-you notes. However, there is correspondence related to membership, finances, meetings and other aspects of the Council, as well as the organizations the Council supports in the community. There are memoranda which cover such topics as the Professional Fund Raising Group that represents Bishop College and the formation of six standing committees to improve internal communications and their priorities/activities for 1986. The majority of the memoranda are copies of the Chairman's Reports which summarize the results and conclusions of each month's Board of Directors meeting and copies of the President's Reports.

Information relating to Steorts' stint as a consultant to the Council can be found here. This includes several drafts of the consulting agreement, a copy of the Specific Objectives for Nancy Harvey Steorts & Associates, correspondence, memoranda, notes, lists of the names of important people in both the public and the private sectors of the Dallas community with whom Steorts conducted individual interviews, the questions she used in her interviews to get their personal viewpoints regarding the Council and its future role in the community, and the answers and comments from some of the individuals that Steorts interviewed in 1985. Also in the sub-sub-

series are drafts and copies of Steorts' one- and two-month management review reports and her final report which gives an overview and summary of findings and her assessment of the Council.

This sub-sub-series also contains materials concerning the city of Dallas. here is information related to the Dallas Area Rapid Transit (DART), agendas for the Board of Directors meetings, a long-range affordability analysis, issues of the official newsletter, *DART Transfer*, and some background information on DART. There are clippings about such topics as the privatization of city services, the increasing gap between the achievement level of whites and minorities in the Dallas school system, Dallas' economy, the city government, and women in Dallas.

Information regarding European trade mission trips to Great Britain, Germany and Spain by delegations of women entrepreneurs from 1985 to 1987 can also be found in this sub-sub-series. There is background information, correspondence, memoranda, clippings, and reports pertaining to these trips, especially the Texas Women's Alliance trip to Spain in March 1987 and the Texas visits of Spanish Ambassador Julian Santamaria Ossorio in July 1987 and King Juan Carlos and Queen Sofia of Spain in September 1987. Also included is information regarding the visit of Prince Charles and a delegation of representatives from Business in the Community, a British non-profit organization to Dallas to view minority business development in November 1987

Other information on international trade can be found in the sub-sub-series. There are materials relating to the Japan-Texas Conferences which were held in Dallas, Texas in 1986 and Tokyo, Japan in 1987, including correspondence, agendas, handouts, notes and a notebook of background data. In addition, there are articles and clippings which cover different aspects of American trade with Japan, Japanese consumer profiles, the subtleties of Japanese culture, how foreigners can crack Japanese markets, Japan's economic problems, tensions between the U.S. and Japan over trade, and American trade sanctions against Japan. Furthermore, there is a briefing packet about the Senate bill, S. 1420, a bill to authorize negotiations of reciprocal trade agreements to strengthen United States trade laws, and its House counterpart (H.R. 3), known as the Omnibus Trade and Competitiveness Act of 1987. Also in the sub-sub-series are copies of Steorts' testimonies given before the U.S. Senate Committee on Commerce, Science and Transportation's Consumer Subcommittee on May 13, 1987 and the U.S. House Committee on Energy and Commerce's Subcommittee on Commerce, Consumer Protection and Competitiveness on June 4, 1987 regarding the reauthorization of the U.S. Consumer Product Safety Commission, as well as correspondence and copies of the legislative bills. There are also speeches and statements which Steorts gave in Dallas and other places, her professional profile, and articles and clippings about Steorts.

The **Minutes** (Sub-sub-series 7.1.2, 30 boxes, 2.25 cubic feet) contain photocopies of the minutes of the Board of Directors meetings, as well as membership meetings, from 1937 to 1987. The files are arranged by the names of the individuals who served as President of the Council, and then the minutes of the meetings are arranged chronologically under each president. Any related materials are filed at the end of each year. Topics covered in the minutes include economic development, housing and urban renewal, federal aid, taxes, crime, water conservation, education, illiteracy, employment, bond issues, the court system, local government, and charities. The "Related Materials" files contain clippings which document the involvement of the Council in various issues and projects, biographical information about the new, incoming presidents, announcements of upcoming speakers and the addition of new members, as well as obituaries of

members. In addition, there are annual reports by some of the presidents, but none from the 1960s and few from the 1970s.

The **Post-President Materials** (Sub-sub-series 7.1.3, 3 boxes, 1.125 cubic feet) contain materials that Steorts used after her presidency of the Dallas Citizens Council. There is correspondence which cover such topics as Communities in Schools, a dropout prevention program, and Dallas Helps, a non-profit agency founded by the Dallas Citizens Council to provide business leadership in developing drug treatment services. Memoranda filed in the sub-sub-series discuss such topics as law enforcement; mass transportation; an Andrew Young speech on race relations and how it relates to governance, education, housing, crime and economic development; and a new policy and procedures in regard to how the Council will handle public information campaigns.

Materials relating to the Dallas Citizens Council's Arts Task Force are filed in the sub-sub-series because Steorts served as a member for a period of time. It includes information related to Arts Task Force meetings held in 1988 to 1990, and reports done by the Task Force. Also included are materials relating to the Dallas Citizens Council's Membership Committee because Steorts attended meetings as a guest of the Chairman as a result of her special relationship with the Council and her years of service as president.

The **Other Dallas Materials** (Sub-series 7.2, 8 boxes, 3.375 cubic feet) contain information about other Dallas organizations that Steorts was involved in. Some of the materials she used are associated with her business, Steorts & Associates. The majority of the materials in the sub-sub-series relates to the Greater Dallas Chamber (also known as the Greater Dallas Chamber of Commerce). This includes correspondence and memoranda that cover such topics as the Dallas/Fort Worth Minority Business Development Council's 1991 Business Plan; Dallas Hispanic businesses and the Hispanic community; minority economic development programs; North American Free Trade Agreement (NAFTA); and organizing an environmental seminar for the United States and Mexico. There are background materials about the Greater Dallas Chamber, as well as some of its departments such as the Injury Prevention Center, the International Mediation Center, and the International Trade Advisory Council; issues of the Chambers' newsletter, *Tradereport*, and notebooks for their conferences on environmental challenges and opportunities for the United States and Mexico and a small business forum on the North American Free Trade Agreement (NAFTA). Finally, there are materials for the Dallas Delegation Days Program, an event the Chamber host every spring in Washington, D.C. to bring the business leaders of the Dallas community in contact with key government decision makers.

Information relating to two Mayor's Commissions and other organizations that Steorts served on is in this sub-sub-series. The Mayor's Commission for International Business Development was created by Mayor Annette Strauss in 1987 to develop a blueprint for positioning Dallas to be a global competitor in the 1990s. The files contain reports, notes, a blueprint for the Trade Development Center, and a copy of the final report that summarizes the study conducted by the commission. Also, there are materials pertaining to the Mayor's Glass Ceiling Commission; Steorts served as the Chairman of its Working Committee on Glass Ceiling. This includes a newspaper column on how Dallas needs to dismantle the glass ceiling by Steorts. Finally, materials relating to the Dallas Symphony Association are filed in the sub-sub-series. They mainly concern the fund-raising efforts of the symphony.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Business in the Community (U.K.)
Businesswomen–United States
Dallas Area Rapid Transit
Dallas Citizens Council
Dallas Symphony Association
Dallas (Tex.)–Economic conditions
Dallas (Tex.)–Economic conditions–20th century
Dallas (Tex.)–Economic policy
Dallas (Tex.)–Foreign economic relations
Dallas (Tex.)–Politics and government
Dallas (Tex.)–Politics and government–20th century
Dallas (Tex.)–Social conditions
Germany–Foreign economic relations–United States
Great Britain–Foreign economic relations–United States
Greater Dallas Chamber
Japan–Civilization–20th century
Japan–Commerce–United States
Japan–Economic conditions–20th century
Japan–Foreign economic relations–United States
Local transit–Texas–Dallas Metropolitan Area
North American Free Trade Agreement (1992)
Product safety–Law and legislation–United States
Public works–Texas–Dallas
Sex discrimination against women–United States
Sex discrimination in employment–United States
Spain–Foreign economic relations–United States
Tariff–Law and legislation–Japan
Tariff–Law and legislation–United States
United States–Foreign economic relations–Germany
United States–Foreign economic relations–Great Britain
United States–Foreign economic relations–Japan
United States–Foreign economic relations–Spain
United States–Commerce–Japan
U.S. Consumer Product Safety Commission–Appropriations and expenditures
Women–Employment–United States
Women-owned business enterprises–United States

Form/genre:

Speeches

MSS 123, NANCY HARVEY STEORTS PAPERS, DALLAS ORGANIZATIONS, SERIES 7,
 DALLAS CITIZENS COUNCIL, SERIES 1, MINUTES (1937-1987), SUB-SUBSERIES 2,
 CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[Listing of Issues and Projects Mentioned in the Minutes of the Board of Directors Meetings]
		C.F. O'Donnell
1	1	1937 Minutes – December 1937
	2	1938 Minutes – February-December 1938
	3	1939 Minutes – January-December 1939
	4	1940 Minutes – January-December 1940
	5	1941 Minutes – January-December 1941
		R.L. Thornton, Sr.
	6	1942 Minutes – January-December 1942
	7	1943 Minutes – January-December 1943
	8	1943 Minutes – December 1943
	9	1944 Minutes – January-December 1944
	10	1944 Related Materials – January 1944
		Karl Hoblitzelle
	11	1945 Minutes – January-December 1945
	12	1945 Related Materials – [c. December 1945]
	13	1946 Minutes – January-December 1946
	14	1946 Related Materials – June 1946-[c. January 1947]
		E.P. Simmons
	15	1947 Minutes – January-December 1947
	16	1947 Related Materials – February 1947-[c. January 1948]
	17	1948 Minutes – January-December 1948
	18	1948 Related Materials – [c. January 1949]
		George L. MacGregor
	19	1949 Minutes – January-December 1949
	20	1949 Related Materials – January 1949-[c. January 1950]
	21	1950 Minutes – January-December 1950
	22	1950 Related Materials – February 1950-[c. January 1951]
		T.E. Jackson
	23	1951 Minutes – January-December 1951
	24	1951 Related Materials – September 1951-[c. January 1952]
	25	1952 Minutes – January-December 1952
	26	1952 Related Materials – November 1952-[c. January 1953]
		J.L. Latimer
2	1	1953 Minutes – January-December 1953
	2	1953 Related Materials – January 1953-January 1954
	3	1954 Minutes – January-December 1954
	4	1954 Related Materials – October 1954-[c. January 1955]

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DALLAS CITIZENS COUNCIL, SERIES 1, MINUTES (1937-1987), SUB-SUBSERIES 2,
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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		D.A. Huley
2	5	1955 Minutes – January-December 1955
	6	1955 Related Minutes – June 155-[c. January 1956]
	7	1956 Minutes – January-December 1956
	8	1956 Related Materials – April 1956-January 1957
		Stanley Marcus
	9	1957 Minutes – January-December 1957
	10	1957 Related Materials – September 1957-[c. January 1958]
	11	1958 Minutes – January-December 1958
	12	1958 Related Materials – February 1958-[c. 1959]
		John Mitchell
	13	1959 Minutes – January-December 1959
	14	1959 Related Materials – February 1959-[c. 1960]
		Austin F. Allen
	15	1960 Minutes – January-December 1960
	16	1960 Related Materials – November 1960-[c. 1960]
		C.A. Tatum, Jr.
	17	1961 Minutes – January-December 1961
	18	1961 Related Materials – January-December 1961
		J.T. Suggs
	19	1962 Minutes – January-December 1962
	20	1962 Related Minutes – January-November 1962
		J.E. Jonsson
	21	1963 Minutes – January-December 1963
	22	1963 Minutes – January-December 1963
		John M. Stemmons
3	1	1964 Minutes – January-December 1964
	2	1964 Related Materials – January-October 1964
		Joe M. Dealey
	3	1965 Minutes – January-December 1965
	4	1965 Related Materials – March-November 1965
		L.T. Potter
	5	1966 Minutes – January-December 1966
	6	1966 Related Materials – January-November 1966
		Lloyd S. Bowles
	7	1967 Minutes – January-December 1969
	8	1967 Related Materials – January-November 1967
		Avery Mays
	9	1968 Minutes – January-December 1968
	10	1968 Related Materials – October 1967-November 1968

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	
3	11	Robert H. Stewart 1969 Minutes – January-December 1969	
	12	1969 Related Materials – January 1969-[c. 1969]	
		James F. Chambers, Jr.	
	13	1970 Minutes – January-November 1970	
	14	1970 Related Materials – November 1970	
		James W. Aston	
	15	1971 Minutes – January-December 1971	
	16	1971 Related Minutes – May-December 1971	
		Robert B. Cullum	
	17	1972 Minutes – January-November 1972	
	18	1972 Related Materials – March-November 1972	
		Alfred I. Davies	
	19	1973 Minutes – January-November 1973	
	20	1973 Related Materials – [c. January]-April 1973	
		L.S. Turner, Jr.	
	4	1	1974 Minutes – January-November 1974
		2	1974 Related Materials – January 1974
			William H. Seay
		3	1975 Minutes – January-December 1975
		4	1975 Related Materials – [c. January]-November 1975
		W. Dewey Presley	
5		1976 Minutes – January-December 1971	
6		1976 Related Materials – December 1976	
		James W. Keay	
7		1977 Minutes – January-December 1977	
8		1977 Related Materials – September 1977-[c. 1978]	
		W.C. McCord	
9		1978 Minutes – January-December 1978	
10		Related Materials – April-December 1978	
		Edwin L. Cox	
11		1979 Minutes – January-December 1979	
12	1979 Related Materials – July-December 1979		
	Charles G. Cullum		
13	1980 Minutes – January-December 1980		
14	1980 Related Materials – October 1980		
	Gene H. Bishop		
15	1981 Minutes – January-December 1981		
16	1981 Related Materials – November 1981		

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
5	1	Doyle E. Rogers 1982 Minutes – January-December 1982
	2	1982 Related Materials – November 1982
	3	Elvis L. Mason 1983 Minutes – January-December 1983
	4	Jerry Farrington 1984 Minutes – January-December 1984
	5	1984 Related Materials – June 1984
	6	Ray L. Hunt 1985 Minutes – January-August 1985
	7	1985 Minutes – September-December 1985
	8	1985 Related Materials – January-October 1985
	9	1986 Minutes – January-December 1986
	10	1986 Related Materials – January-December 1986
	11	Jack W. Evans 1987 Minutes – January-May 1987
	12	1987 Related Materials – January-July 1987

MSS 123, NANCY HARVEY STEORTS PAPERS, DALLAS ORGANIZATIONS, SERIES 7,
DALLAS CITIZENS COUNCIL, SUBSERIES 1, GENERAL FILES (1937-1988),
SUB-SUBSERIES 1, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
1	1	["A Look into Tomorrow" Marketing Plan to Bring the Superconducting Super Collider to Texas] – 1987
	2	Air Crash [Delta Airlines Flight 191] – 1985
	3	Air New Zealand – 1987
	4	Alan Keyes– 1987
	5	Alex N. Bickley – 1985
	6	Ambassador [Faith Ryan] Whittlesey – 1987
	7	American Association of Advertising Agencies – 1986
	8	American Enterprise Institute – 1986-1987
	9	[<i>An American Vision: Three Generations of Wyeth Art. Economic Impact Assessment and Visitor Profile of the Exhibition at the Dallas Museum of Art</i>] – 1988
	10	Andrew Stern – 1985
	11	Anne Armstrong – 1985 Annual Meeting
	12	1985-1986
	13	1987
	14	Annual Report: Agenda for Action, Financial Statements – 1984-[c.1987]
	15	[Articles on the Japanese Market] – 1985-1987
	16	Atlantic Council Europe Trip – 1986
	17	AT&T – August 1987
	2	18
1		[Battery Place Residential Area Design Guidelines, Battery Park City Authority] – 1985
2		Bennie Smith – 1984-1985
3		Better Business Bureau – 1985-1987
4		Bishop College – 1985 Board Meeting
5		1986
6		1987
7		Board of Directors [and Meeting Agendas] – [c.1987]
8		Britain – 1987 Budgets
9		January 3, 1985-March 4, 1986
10		March 5-July 25, 1986
3	11	Burzynski Research Institute – 1979-1985 Business in the Community
	1	1984, July 1986-[c. 1986]
	2	[c. 1986]-1987
	3	Bylaws – 1937, 1986-1987

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DALLAS CITIZENS COUNCIL, SUBSERIES 1, GENERAL FILES (1937-1988),
SUB-SUBSERIES 1, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>	
3	4	C – 1985-1986	
	5	Carmen, Carmen & Hugel, Inc. – 1987	
	6	CBS Television Network – 1985	
	7	Central Dallas Association – 1984-1985	
	8	[<i>Central Express</i> , North Central Task Force] – [c.1985]	
	9	[<i>Central Express “Flash,”</i> North Central Task Force] – 1985	
	10	Chairman’s and President’s Reports – 1987	
		Chairman’s Report	
	11	1986	
	12	1987	
	13	Chamber of Commerce: First Tuesday – 1985	
	14	[Chamber of Commerce of Greater Kansas City, Management Center] – 1965, 1987	
	15	Chandler & Rozner Associates – 1985	
	4	1	Children’s Accident Prevention Foundation, Inc. – 1986-1987
		2	Chris Demuth: American Enterprise Institute –1987
		City of Dallas	
3		Information – 1985-1987	
4		Performance Report – 1985	
5		Clayton K. Yeutter – 1985-1987	
6		Clubs – 1984-1987	
7		C: Miscellaneous – 1985	
8		Community Involvement Forum – 1986	
9		Conferences – 1985	
10		Consumer Federation of America – 1985	
11		Contracts – 1985	
		Coors	
12	1986-February 1987		
13	April-July 1987		
5	1	August-September 1987	
		[Correspondence]	
	2	July 1985-June 1987	
	3	July-August 11, 1987	
	4	August 12-24, 1987	
	5	August 26-November 17, 1987	
	6	November 18, 1987-1988	
	7	[Correspondence between Nancy Harvey Steorts and Ray L. Hunt – 1986	
	8	Council Race – February 1985	
9	[Cultural History of Dallas] – [c. 1987]		

MSS 123, NANCY HARVEY STEORTS PAPERS, DALLAS ORGANIZATIONS, SERIES 7,
 DALLAS CITIZENS COUNCIL, SUBSERIES 1, GENERAL FILES (1937-1988),
 SUB-SUBSERIES 1, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
6	1	D – 1985
	2	Dallas – 1985-1986
	3	Dallas AIDS Planning Commission – 1987 Dallas Area Rapid Transit (DART)
	4	1984-January 1987
	5	September 1987-1988
	6	Ted Tedesco – 1985
	7	Dallas Assembly [Seminar] – 1985 Dallas Chamber of Commerce
	8	1984-May 1985
	9	June 1985-1988
7	1	Annual Meeting – 1985
	2	Minorities & Women Franchise Workshop – 1985
	3	Transportation – 1983-1985 [Dallas Citizens Council]
	4	[Annual Report Information] – [c. 1985]-[c. 1988] Arts Task Force
	5	1985, 1987 [Notebook]
	6	Part I – 1987
	7	Part II – 1987
	8	Survey of Dallas Company Arts Supports – 1987
	9	Membership – 1987-1988 Reports
	10	1985
8	1	1986-1987
	2	Speeches – 1985-1987
	3	[Steorts' Hiring Documents] – 1984-1985
	4	[Dallas City Planning and Zoning Commission] – 1985
	5	[Dallas Corporations: Information] – 1985-1986
	6	[Dallas County Criminal Justice Task Force] – 1985
	7	Dallas Fire Department Staffing Level Study – 1984
	8	Dallas/Fort Worth International Airport – 1984-1985
	9	Dallas Institute of Humanities & Culture – 1985
	10	Dallas Marketing Plan – 1987
	11	Dallas: A Profile and Fact Book – 1984-[c. 1985]
	12	Dallas Spaces – 1984-1985
	13	[Dallas 2000 Concept Plan. Prepared by the Dallas 2000 Congress] – 1982
9	1	Dave Fox – 1985
	2	Dave Senay – 1985

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	
9	3	David Meltzer – 1985	
	4	David Stockman – 1985	
	5	Department of Commerce – 1988	
	6	Devon Giacalone – 1987	
	7	Disconnected Youth: Larry Brown –1986	
	8	Donald Rumsfield – 1980-1987	
	9	E – 1985-1987	
	10	Economic Indicators – [C.1985]-1987	
	11	Eddie Bernice Johnson – 1985	
	12	Edith M. Anderson – 1985	
	13	Edwin L. Harper – 1985	
	14	Elizabeth F. Johnson – 1985	
	15	England: NAWBO [National Association of Women Business Owners] Trade Mission – 1985	
	16		European Trade Mission Trips Articles – 1985-1987
			Correspondence and Report 1985-March 13, 1987
	10	1	March 14-September 1987
2		Executive Summary [Report about the Major Social Problems Facing the Dallas Community] – 1987	
		Executive Women of Dallas 1985	
3		1985	
4		Speech – 1985	
5		F – 1985	
6		Fair Park – 1985	
7		Faith Leigh – 1985-1986	
8		[Financial Statements and Budgets] – 1985-1987	
		Foreign Affairs 1983-[c. 1985]	
9		[c. 1985]-1987	
10		[Frankfurt, Germany Visit] – 1985	
11		Fred Fielding – 1985	
12		[“Futures for Youth: An International Challenge” Symposium, Boston, Massachusetts] – 1986-1987	
13		G – 1985-1987	
14		Garrey Carruthers – 1987	
15	Gary Griffith – 1986-1987		
16	General		
11	1	County Bond Issue – 1985	
	2	Financial Statements and Accountants – 1985	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		General
11	3	Future Agenda – 1985
	4	Information on Mexico Trip – 1984-1987
	5	Membership Meetings – 1985
	6	Transportation Council – 1984-1985
	7	Germany – 1982-1985
		Great Britain Trip
	8	1986- August 1987
	9	[c. 1987]
	10	Guide to Business in Spain and Reports – 1980-1986
	11	H – 1985-1986
	12	Harvard University – 1986
	13	Health Care –1987
12	1	Herbert Kelleher – 1985
	2	<i>Heritage News</i> . Dallas City Heritage Society – 1986-1987
	3	[Impact 88 Transition Task Force] – 1988
		Information for the Visit of Ambassador Santamaria
	4	1987
	5	[Notebook] – 1987
	6	International: British Parliament – 1987
		International Business Fellows
	7	1985-1986
	8	[c. 1986]-1987
	9	[International Business in Texas] – 1984-1987
	10	International Initiatives – 1987
		International Trade
	11	1986-1987
	12	Information – 1987
13	1	Initiatives – 1987
		International Trade Mission
	2	1985
	3	1985-1986
		A Basic Guide to Exporting (London, Germany, Spain)
	4	Part I – 1985
	5	Part II – 1985
	6	Interview List and Member Comments – 1985
	7	J – 1985-1987
	8	James A. Cloar – 1985
	9	James C. Oberwetter – 1985
	10	James Crupi Report – 1984
	11	James K. Silver Cup Awards – 1985

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
13	12	James S. Rosebush – 1987 Japan
	13	1985
	14	Correspondence – 1986-1987
14	1	[Newspaper and Magazine Articles] – 1985-1987 Japan-Texas Conference
	2	[(13 th Annual), Dallas, Texas] – 1986 [(14 th Annual), Oita, Japan]
	3	1987
	4	Agenda and Handouts – 1983-1987
	5	[Notebook] – 1987
	6	[Notes] – 1987
	7	Japan: Trade Information – 1983-1987
	8	J.C. Penney – 1986-1988
	9	Jon D. Sand – 1985
	10	Junior Achievement of Dallas, Inc. – 1983-1985
	11	Junior League Notes – 1987
	12	K – 1985-1986
	13	[Knight, Richard, Jr. City Manager of Dallas] – 1987
	14	Korn Ferry International – 1983-1986
	15	Lascaris Design Group, Inc. – 1985
	16	League of Women Voters in Dallas – 1984-1985
	17	[LeCroy, R. Jan. New President of Dallas Citizens Council after Steorts] – 1987
	18	Lectures and Seminars – 1985
15	1	Lerch, Early, Roseman & Frankel – 1985 London
	2	Lord [David] Trefgarne Speech – 1987
	3	Press Briefing – 1985-1987 [Visit Information]
	4	1987
	5	[c. 1987]
	6	Youth Business Initiatives – 1987
	7	Low Income Housing – 1985
	8	Luxalba Institute for Human Affairs – 1985
	9	M – 1985-1987
	10	MACE Development Corporation Limited – 1987
	11	Maggie Alexander – 1985
	12	Mailing Lists – 1987
	13	Management Report – 1985

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Management Review
15	14	Final Interview Report – 1985
		Interview
	15	1984-1985
	16	1985
16	1	Interview Notes – 1985
	2	Notebooks – [C.1985]
	3	One-Month Review – [c.1985]
	4	Recommendations to Ray Hunt – 1985
	5	Report – 1985-1986
	6	Two-Month Report – [C.1985]
	7	Margaret Thatcher – 1987
	8	[Marumoto, William H.] – 1981-1986
		Master File
	9	1985
	10	Report – 1985
	11	Master Media – 1987
	12	Media List – 1985
	13	Meeting (March 11, 1985) – 1985
	14	Meeting Board/Membership – 1985-1986
		Meetings
	15	1985
17	1	[c. 1985]
	2	President’s Report – 1986
	3	with Jack Evans – 1986-1987
		Membership Information
	4	1984; February-March 1986
	5	April-May 1986
		Memorandum
	6	April 1985-April 1986
	7	May-August 1986
	8	September-October 1986
	9	Merrie Spaeth – 1984-1985
18	1	Metroplex Transactions Annual Report – 1986
	2	Metropolis –1987
	3	Metropolis and Health – 1987
	4	Michal L. Hutcheson Powell – 1985
		[Minority Business Owners]
	5	1986
	6	1987

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Miscellaneous
18	7	1983-1986
	8	[c.1986-1987]
		Monthly Meeting: Officers Meeting (April 30, 1985)
	9	February 1-April 20, 1985
	10	April 22-25, 1985
	11	February 1985
	12	April 1985
	13	May 1985
19	1	June 1985
	2	August 1985
	3	September 1985
	4	November 1985
		Nancy Harvey Steorts
	5	[Appointment Book] – 1985
	6	Biography (Old) – [c.1985]
	7	[Calendar] – April 1986
	8	[Newspaper and Magazine Articles] – 1985-1987
	9	Professional Profile – [c.1985]
	10	Resignation Letter – 1987
	11	National Alliance of Business – 1983-1986
	12	New Spanish Law on Consumer Protection – 1984
		News Clips
	13	1985-1988
	14	Bond Proposal – 1985
	15	Dallas Government – 1985
	16	Dallas International – 1985
	17	Dallas People – 1985
	18	Dallas, Special Activities – 1985
	19	Texas – 1985
	20	U.S General – 1985
	21	U.S Trade – 1985
	22	Washington – 1985
	23	Women – 1985-1987
	24	N.L. Kaplan – 1982-1985
20	1	North Dallas Chamber of Commerce – 1985
		[Notes]
	2	1986-1987
	3	[c.1986-1987]
	4	[c.1986-1987]
	5	[c.1986-1987]

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Officers Meeting
20	6	1985
	7	1986
	8	1987
	9	Organs Systems Newsletter – 1985
	10	P – 1985-1987
	11	Papers with Financial Statements – 1985
21	1	Paul S. Boorujy – 1985
	2	Paula Unruh – 1987
	3	Philip Berkebile – 1985
		[Phone Messages]
	4	[April 10, 1985 – May 20, 1985]
	5	[July 15, 1985 – August 28, 1985]
	6	1985-1988
	7	[c.1985-1987]
	8	[c.1986-1987]
	9	[c.1986-1987]
	10	[c.1986-1987]
22	1	[c.1986-1987]
	2	[c.1986-1987]
	3	[c.1986-1987]
	4	[c.1986-1987]
	5	[c.1986-1987]
23	1	[c.1986-1987]
	2	[c.1986-1987]
	3	[c.1986-1987]
	4	[c.1986-1987]
	5	[c.1986-1987]
24	1	Piggly Wiggly – 1985
	2	[Policies and Procedures] – 1986
	3	Pre-President Interviews – 1985
	4	President’s Agenda (R.L. Hunt) – 1986
		President’s Report
	5	1986
	6	1987
	7	Privatization – 1987
	8	Professional Profile: Citizens League Report – 1976-1987
	9	Professional Profiles – 1987-1988
	10	Project HOPE – 1983-1986
	11	Projected Budget – 1987
	12	Public and Private Sector Initiatives – 1985-[c.1987]

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
24	13	R – 1985-1987
	14	Ralph Widner – 1987 Ray L. Hunt
	15	1985 [Correspondence] –
25	1	1985-1986
	2	1987-1988 Memos
	3	January-August 1985
	4	October 1985-November 1986
	5	Reports: Notes – 1986
	6	to Discuss – 1985-1986
	7	Real Estate – 1985-1988
	8	Reports on Leadership in Dallas – 1984-1985
	9	[Republic of China (Taiwan)] – 1987
	10	Resumes – 1985
	11	Rice Center Report – 1984-1985
26	1	[Richard Berry] – 1987
	2	Richard Knight – 1987-1988
	3	Richard Nixon – 1988
	4	Robert Dole – 1985
	5	Rodger Meier – 1985
	6	Ronald Reagan – 1987
	7	[Roster by Company Name] – 1986
	8	Rotterdam – 1984-1986
	9	Russell H. Perry – 1985
	10	S – 1985-1986
	11	Schepps Dairy Inc. – May 1985
	12	Senator [John] Tower – [c.1987]
	13	Senior Citizens Issue Paper – 1985
	14	Space – 1985-1986 Spain
15	[c.1985], 1987	
16	Contacts – 1987	
17	Delegation – 1986	
18	Economy Information – 1984-1987	
19	Itinerary – 1987	
20	[Newspaper Clippings] – 1987	
21	Report to Board – 1987	
22	Spanish-Texas Trade – 1987	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Speech
26	23	Articles – 1981-1987
		Information
	24	Arthur Anderson – 1985-1986
27	1	Executive Women of Dallas – 1985-1987
	2	Rotary Club of Fair Park – 1986
	3	University of Texas at Austin – 1986
	4	Notes – [c.1985]
	5	Speeches [by Nancy Harvey Steorts] – 1985-1987
	6	Starke A. Taylor – 1985
	7	Street Maintenance – 1985
	8	[Survey of Foreign Owned Companies Operating in Dallas] – 1985
	9	T – 1985
	10	Tarky Lombardi – 1987
	11	Taxes – 1985
	12	[Testimonies Given before Senate and House Subcommittees Regarding the Consumer Product Safety Commission] – 1987
		Texas
	13	Ideas – [c.1987]
	14	Small Business Conference – 1987
	15	Special Olympics – 1985
		Texas Tech
	16	Home Economics Workshop – 1985
	17	University – 1986-1987
28	1	Texas Visit by Ambassador of Spain – 1980-1988
	2	The Aaron Group – 1985
	3	The Gallagher Report – 1985
	4	The Kirby Building – 1985
	5	The Lancers Club – 1985
	6	The New Texas – 1986
	7	The Ronald Reagan Presidential Foundation – 1987
	8	The Self Company – 1985
	9	The Seligman Group of Mutual Funds – 1985
	10	[The Texas Lyceum] – 1987
		The United Kingdom Economics Information
	11	1982-1987
	12	[Research Report] – 1987
29	1	The U.S and Foreign Commercial Service – 1985-1987
	2	Thomas McCartin – 1985
	3	Tower Club – 1985
	4	Trade Mission to Spain – 1987

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<u>Box</u>	<u>Folder</u>	<u>Title</u>	
29	5	<i>Transit in the Nations' Capital: What Lies Ahead?</i> – 1986	
	6	Trip to Great Britain – 1987	
	7	United Shareholders Association – 1987-1988	
	8	University of Pittsburgh – 1986	
	9	University of Texas at Dallas – 1986-1987	
	10	Virginia Polytechnic Institute and State University – 1985	
	11	W – 1985-1988	
	12	Washington College – 1985 Washington, D.C.	
	13	1985	
	14	Information	
	15	1985-1986	
	16	[Key Issues Facing the 99 th Congress] – [c. 1986]	
	30	1	[Weekly Planner] – 1985
		2	Westinghouse Energy Round Table – 1987 White House
		3	1986
		4	Conference on Private Sector Initiatives – 1986-1987
5		Conference on Small Business – 1986	
6		Round Table – 1985-1987	
7		Women in Exporting Services Trade Mission – 1985	
8		Young Audiences of Dallas – 1984-1985	

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
1	1	American Airlines – 1987-1988
	2	[Assessment Survey of Women and Other Minorities Working in Dallas Corporations] – 1988
	3	[Community Council of Greater Dallas. Impact 88, A Program to Reduce School Age Pregnancy] – 1987-1988
	4	Dallas. Affordable Housing – 1986-1991
	5	[Dallas Advantage, The] – [c. 1988-1989] Dallas Ambassadors Forum
	6	1992
	7	1996
	8	[Business Briefing and Luncheon Featuring President George H. W. Bush] – 1997
	9	[Dallas Assembly Seminar '85 (April 18-20, 1985), Mexico City, Mexico] – 1985
	10	Dallas Ballet – 1987-1988
2	11	[Dallas Business Committee of the Arts] – 1989
	12	Dallas Chamber. Briefing on China – 1985-1987
	1	Dallas Chief of Police [Ben Click] – [c. 1993]
	2	Dallas Committee on Foreign Relations – 1996
	3	[Dallas Council on World Affairs] – 1996 [Dallas Delegation Days Program, Greater Dallas Chamber]
	4	February-April 1990
	5	May 1990
	6	1990
	7	[Advance Packet] – 1990
	8	[State Department Briefing] – 1989-1990 Dallas Forum
3	9	1989-1991
	10	[c. 1991]-1997
	1	Dallas Friday Group – 1989-1997 Dallas Market Center
	2	1991-1992
	3	[International Procedures Manual] – [c. 1990s] Dallas Regional Minority Purchasing Council (DRMPC)
	4	1986-1987 [Executive Summary: Capabilities and Experience Survey of Minority and Woman-Owned Construction Businesses]
	5	[Volume I] – 1986
	6	[Volume II, Part 1] – 1986
	7	[Volume II, Part 2] – 1986
	4	1

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[Dallas Symphony Association]
4	2	1988
	3	1989
		[Prospect Packets from Susie Brown]
	4	[Part I] – [c. 1989]
	5	[Part II] – [c. 1989]
	6	[Part III] – [c. 1989]
	7	[Dallas Together. Final Report] – 1989
	8	[Dallas United. Dallas Independent School District Productivity Task Force. Report of Findings and Recommendations] – 1986
5	1	Dallas Way – 1987
	2	[Dallas. Youth Advisory Committee Meeting (February 15, 1994)] – 1994
	3	[<i>Downtown Dallas: 2010 Toward a Visual Master to Guide Development. A Report of Findings and Design Recommendations</i> , Corgan Associates Architects/The SWA Group] – [c. 1990s]
	4	Foundations: Goals for Dallas – 1988
	5	Goals for Dallas – 1987-1988
		Greater Dallas Chamber
	6	1988-1997
	7	[Environmental Conference Planning Committee] – 1993
	8	[European Task Force] – 1997
	9	Gary Campkin – 1988
	10	Injury Prevention Center – 1998
	11	[International Mediation Center] – 1995-1996
	12	[International Trade Advisory Council] – 1997
	13	[International Trade Department] – 1995, 1997
		[International Trade Resource Center. “The New Environmental Frontier: Challenges and Opportunities for the United States and Mexico” Seminar]
	14	1993
		[Notebook]
6	1	[Part 1] – 1993
	2	[Part 2] – 1993
		[“NAFTA Dallas: A Small Business Forum on North American Free Trade” Conference Notebook]
	3	[Part 1] – 1993
	4	[Part 2] – 1993
	5	Harvard Club of Dallas – 1988-1989
	6	International Trade Association of the Dallas/Fort Worth Area – 1994-1996

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		Mayor's Commission for International Business Development
6	7	1988
	8	[Building a Durable Competitive Position for the 1990s. Final Report] – 1988
		[Task Force on Trade and Development]
7	1	1987-1988
	2	[Implementation Committee] – 1987-1988
	3	[Task Force Reports] – 1988
	4	[Mayor's Glass Ceiling Commission] – 1993-1995
	5	Mayor's International Commission. Trade and Investment Task Force. Implementation Subcommittee. "U.S. City Survey – International Programs" – 1998
	6	[Mayor's Task Force on High Technology] – 1984
	7	[Southern Dallas Competitiveness Study] – 1989
8	1	[Southwestern Medical Center, University of Texas at Dallas] – 1995-1997
	2	United Way of Metropolitan Dallas, Inc. – 1988
	3	[West Dallas. Henry Cisneros, the First Secretary of Housing and Urban Development (HUD) to the Area] – [c. 1994]
		[YMCA of Metropolitan Dallas Mentors and Allies Awards Notebook]
	4	[Part 1] – 1995
	5	[Part 2] – 1995

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
1	1	[Air Quality and Economic Growth: Dallas Needs a Strategic Plan] – [c. early 1990s]
	2	[Annual Meeting (November 6, 1989)] – 1989 [Arts Task Force]
	3	1988
	4	1989
	5	1990
	6	[Major Arts Institutions of Dallas. Assessment of Management Effectiveness] – 1988 [Meeting]
	7	[(February 16, 1988)] – 1988
	8	[(March 20, 1989)] – 1989
	9	[(July 9, 1990)] – 1990
	10	[Survey of Dallas Company Arts Support] – 1989
	11	[Chairman’s Reports] – 1988
	12	[Correspondence] – 1988-1996
	13	Dallas Assembly Seminar ’89 (April 6-8, 1989), Washington, D.C. – 1989
2	1	[<i>Dallas Citizens Council Reports</i>] – 1991-1996
	2	Discriminate Deterrence Report – 1988
	3	[Employee Matching Gifts Program for the Arts] – 1988
	4	[Howell, W.R.] – 1994
	5	[Membership Committee] – 1990 [Membership Meeting]
	6	[(May 10, 1993)] – 1993
	7	[(February 14, 1994)] – 1994
	8	[(August 14, 1995)] – 1995
	9	[(February 8, 1999)] – 1999
	10	[Memorandum] – 1988-1996
	11	[Officers and Members] – 1992-1995 [<i>Principles and Practices of Community Development Lending</i>]
	12	[Part I] – 1989
	13	[Part II] – 1989
3	1	[Progress Report and Plan of Action for the Honorable Annette Strauss, Mayor [of] the City of Dallas] – 1988
	2	[Reports of the Chairman-Elect] – 1988
	3	[Statement of Tax Policy for the 1991 Legislative Sessions] – 1991
	4	[Texas Homestead Law] – 1988
	5	[The Dallas Plan. Long Range Capital Improvements Strategy. Briefing for the Mayor and City Council] – 1993

Series 8: Nancy Harvey Steorts & Associates, Dallas Series, 1982-1990; bulk 1985-1989
2.025 cubic feet consisting of 54 folders.

The Steorts & Associates, Dallas Series consists of agendas, articles, clippings, correspondence, lists, memoranda, minutes, newsletters, notes, pamphlets, press releases, publications, reports, schedules, speeches and statements.

Materials in this series cover the period 1982-1990. The bulk of the material dates from 1985 to 1989 and documents the consumer affairs consulting firm Steorts formed in Dallas, Texas in 1985. The series is arranged alphabetically by folder title, and chronologically within each folder.

On April 25, 1985, Nancy Harvey Steorts “announced [the] formation of Nancy Harvey Steorts & Associates, a business consulting firm located in Dallas, Texas. The firm’s expertise will be used in developing strategic plans to help solve public policy issues which have an impact on business.” There are few files concerning the firm because from February 1, 1985 to December 31, 1987 she was hired as a consultant by Ray L. Hunt, President of the Dallas Citizens Council, to investigate ways for the non-profit organization to improve its future policies and goals, followed by a term as President in order to implement the changes that the Board of Directors had approved following her study. The materials related to that consulting job and presidency are filed in the Sub-series 7.1, Dallas Citizens Council, Sub-sub-series 7.1.1, General Files.

Correspondence in the series covers such topics as raising money for the Nixon Presidential Library, contributing to Dallas’ City Bond Campaign, the 1985 City Bond Election, The Fund for America’s Future, Dr. William Gibson’s candidacy for a position on the Federal Reserve Board, the Dallas Area Rapid Transit (DART), and the candidacies of James Miller and Joe Wright for the Dedman Chair in Economics at Southern Methodist University. Other correspondence relates to a proposed joint venture developing a marketing program for an office and home drink dispenser between Steorts, Cadbury Schweppes, Public Ltd. Co., London, and Ice Beverage Concepts in Fairfax, Virginia, as well as Steorts’ search for employment after the end of her term as President of the Dallas Citizens Council in 1987. There is also correspondence on speaking engagements and expressions of appreciation for various things.

Information pertaining to European product standards is filed in this series. Part of the European Community's plan to create by 1992, a single market permitting the free flow of foods, capital and people among member countries. One was developing unified, European-wide standards which would eliminate technical barriers to trade. The files contain materials related to how the United States would integrate with the new European standards, as well as the Americans’ reaction to the new system. There are newsletters from the American National Standards Institute (ANSI), the Commission of the European Communities, the National Electrical Manufacturers Association (NEEA) and Underwriters Laboratories Inc.; correspondence and two lists of European Community 1992 directives, proposals and foreign contacts. Also included are materials relating to a 1988 public hearing held by the U.S. Government Working Group on European Community Standards, Testing and Certification Issues to gather public comments, concerns and recommendations concerning the European Community’s new approach on product standards and conformity assessment procedures. There is a schedule of people who testified at that hearing and

copies of some of the statements from such organization as Toy Manufacturers of America, Chemical Manufacturers Association and the National Forest Products Association.

Materials relating to the Tylenol poisoning cases of the early 1980s can be found in the series. There are clippings, correspondence and notes, as well as a copy of Steorts' speech on the responsibilities of pharmacists under the Poison Prevention Packaging Act given at the University of Houston's School of Pharmacy in March 1982 while she was the Chairman of the U.S. Consumer Product Safety Commission. There is a copy of Steorts' article entitled "New Directions in Product-Safety Regulation" (Summer 1984) and statements given by Steorts and others before the U.S. Senate Committee on Labor and Human Resources in February 1986 concerning securing the contents of over the counter medicine packages and the Federal Anti-Tampering Act.

Another activity well-documented in the series is Steorts' service on the Advisory Council to the Board of Directors of the Adolph Coors Company. These files contain memoranda on such topics as upcoming meetings of the Advisory Council, the Black Covenant and Hispanic Agreement, and the Human Resources Department at Coors. Also included are the agendas and minutes of the meetings of the Advisory Council. In addition, there are pamphlets about the National Agreement between the Adolph Coors Company and the Coalition of Hispanic Organizations and the National Incentive Coalition between the company and the National Black Economic Development Coalition in 1984; an informational packet about Coors' "Volunteers under 30" Program; copies of the *Courier*, a newsletter published for the employees of Coors; press releases; and a copy of the final report to the Coors Company on the "1989 Consumer Forecast," a Barter-Syndication Special, which aired in twenty-eight markets nation-wide during the first quarter of 1989. This half-hour program, hosted by Steorts, examined the key issues confronting consumers during the coming year, including employment, effective complaining and quality issues in manufacturing. Other materials related to the television special include a proposal and overview of the program, a listing of the arrangement of the special, press releases and notes.

Other materials filed in the series include clippings and press releases related to Steorts opening her office in Dallas, Texas. Other clippings include items written by Steorts in reference to home improvement; those covering the Women's Business Ownership Conference held in Dallas; information on the exporting business; and those pertaining to the groundbreaking ceremony of the Strom Thurmond Institute at Clemson University in 1985.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Acetaminophen [Tylenol]
Adolph Coors Company
Brewing industry—United States
Businesswomen—United States
Drugs—Packaging—Safety measures

Drug adulteration–Prevention

International trade

Nancy Harvey Steorts International

Product safety–Standards– European Economic Community countries

Women–Employment–United States

Women-owned business enterprises–United States

Form/genre:

Speeches

MSS 123, NANCY HARVEY STEORTS PAPERS, NANCY HARVEY STEORTS & ASSOCIATES, DALLAS (1982-1990), SERIES 8, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
1	1	[Adolph Coors Company] 1984-September 1988
	2	October 1988-July 1989
	3	[Press Releases] – 1988
	4	Animal Rights – 1989-1990
		["Bizar Financing: How to Start, Buy, and Build a Business with No Cash" Conference, International Business Network]
	5	[Study Guide, Manual, Forms and Notes] – 1986, 1989
	6	1989
	7	[Consumer Complaint Handling in America: An Update Summary (Executive Summary)] – 1986
2	8	[Consumer Safety in the United Kingdom] – 1985
		[Correspondence]
	1	1985-1987
	2	1988-1989
	3	[Equality Venture Management Company] – 1989
		Europe 1992 Standards
	4	1988-July 21, 1989
	5	July 26-27, 1989
	6	[c. 1989]
		[Exporting]
7	1982-1985	
8	[c. 1985]	
9	["Find the Balance" Work-Family Expo, U.S. Department of Labor] – 1988	
10	[First Boston Corporation] – 1988	
3	1	Food Marketing Institute – 1985
	2	Georgetown Television Productions – 1988-1989
	3	[Hoechst Celanese Corporation] – 1989-1990
	4	International Trade Association – 1988
	5	[McNaughton Symposium: Entitlements and Deficit Savings by John L. Palmer] – 1988
	6	Minority Development Conference, Dallas, Texas – 1988
	7	National Bureau of Standards Authorization (Fiscal Year 1989) – 1988
	8	National Center for Policy Analysis (NCPA) – 1988
	9	New Orleans [Leadership Workshop] – 1988
	10	[New Partnership Allocation Regulations under Section 704 (b) of the Internal Revenue Code] – 1986-1987
	11	[Newspaper Clippings] – 1985
		[Notes]
	12	[c. 1985-1988]
	13	[c. 1985-1988]
14	Office Cost Factors – 1986	

MSS 123, NANCY HARVEY STEORTS PAPERS, NANCY HARVEY STEORTS & ASSOCIATES, DALLAS (1982-1990), SERIES 8, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
3	15	[Ovarian Cancer] – 1989
4	1	[Press] – 1985
	2	[Press Release Announcing Opening of Nancy Harvey Steorts and Associates] – 1985
	3	Public Communications Inc. – 1987 Public Relations
	4	1987-1988
	5	Edelman – 1989
	6	Quality Television Show – 1988
	7	[Ross, Judy Lee. The Embracer] – 1989
	8	[Savings and Loans] – 1989
	9	[Speeches] – 1985-1988
	10	[Steorts, Nancy Harvey. Resume Package] – 1985
	11	Strom Thurmond Institute Ground Breaking – 1985
	12	[Thatcher, Prime Minister Margaret] – 1988
	13	Transportation Secretary [Samuel K. Skinner] – 1989 Tylenol Senate Hearings
	14	1982, 1984-February 28, 1986
	15	February 28-September 5, 1986
5	1	[United States-Mexico Trade and Investment Conference] – 1988
	2	[U.S. Women in Exporting Services Trade Mission] – 1985
	3	Video Tape Caper – 1985
	4	[Wall Street/Smithsonian Institution's Panel Discussions Series on American Business and the Economy in the 1990s and Beyond] – 1989 Washington Trip
	5	1986-1987
	6	(July 18, 1988) – 1988

Series 9: Boyden Series, 1980-1989; bulk 1986-1988

1.8 cubic feet consisting of 35 folders.

The Boyden Series consists of agendas, articles, correspondence, lists, memoranda, minutes, notes, pamphlets, press releases, reports and speeches.

Materials in this series cover the period 1980-1989. The bulk of the materials dates from 1986 to 1989 and documents the three-month period that Nancy Harvey Steorts worked for Boyden.

The series is arranged alphabetically by folder title, and chronologically within each folder.

According to sources found within the series, Boyden is a leading recruiter of management personnel, with intermediate level assignments constituting a major portion of its practice. The scope of searches encompasses every business discipline and function. It serves both "Fortune 500" companies and numerous small companies as well. The firm was established in 1946 by Sidney Boyden, a management consultant who recognized that companies would benefit from a professional approach to filling management vacancies. Boyden opened a European branch in 1960; by 1988, Boyden had 44 offices in 27 countries.

Nancy Harvey Steorts started working at Boyden as a Corporate Senior Vice-President and co-managing director of the office in Washington, D.C., on May 16, 1988. It was her job to promote the new business efforts of Boyden in Washington and Dallas areas. She concentrated her search efforts in the fields of government and corporate administration, academia, law, public policy and customer relations. She had numerous meetings with high-level corporate and public sector officials to develop potential search business for Boyden. She also published articles using a Boyden by-line. Steorts left Boyden on August 25, 1988.

The majority of the correspondence and memoranda consist of congratulations to Steorts on her new position, follow-ups on contacts, declined invitations, and discussions on setting up her new office. Other correspondence and memoranda cover such topics as interviewing candidates for executive positions, getting together with clients to discuss employment opportunities, developing relations with regional and trade press, the Office of Personnel Management authorizing the hiring of executive search firms to find candidates for hard-to-fill government positions, the Boyden U.S.A. Regional Meeting held October 21-23, 1988, and the proposed rule to permit federal agencies to use commercial recruiting firms.

Other materials found in the series contain information about Boyden. There are booklets and a notebook which provide background information about the company, as well as the company's compensation policy and the purchase and redemption of stock. There is also an interviewing manual and a notebook which provides information on marketing strategy, the various phases of the pre-interview, interview, and post-interview process. There are articles which cover such topics as corporate boards, improving international business relationships in Latin America, and how executive recruiting may play a role in the making of a presidential administration. Also included are reports on how to select overseas executives and strategic plans for information systems, marketing and public relations. Finally, there are drafts of the press release announcing Steorts' hiring as Corporate Senior Vice-President at Boyden.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Boyden

Employment in foreign countries

Executive search firms

Executive search firms–Management

Executives–Employment

Executives–Recruiting

Executives–Selection and appointment

International business enterprises–Employees

International business enterprises–Management

Form/genre:

Speeches

MSS 123, NANCY HARVEY STEORTS PAPERS, BOYDEN (1980-1989), SERIES 9,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Boyden
1	1	1980-[c. 1987]
	2	Articles – 1988
	3	Construction Plans – 1988
	4	[Correspondence] – 1988
	5	Recruiting in Asia/Pacific – [c. 1988]
	6	[Grant Mydland] – 1988
	7	Boyden Information Resources Conference – 1988
		Boyden International, Inc.
	8	1984-April 1988
	9	May 3-18, 1988
2	1	May 20-October 7, 1988
	2	October 12-December 22, 1988
	3	[c. 1988]
	4	[c. 1988]-1989
		Boyden International Professional Development Program
	5	Part I – 1988
	6	Part II – 1988
		Boyden
	7	Interview Files – 1988
	8	Lisa Forczyk – 1988
3	1	Master File – 1988
	2	Memos – 1987-1988
	3	Miscellaneous – 1988
	4	Non-profit Proposal – 1988
	5	[Office] Furniture – 1986-1988
	6	Office Lease Information – 1988
	7	Policies and Operating Procedure Manual – 1988
	8	Press Releases – 1988
	9	Quality Speech at Syracuse University – 1988
	10	Reimbursed Expenses – 1988
	11	Resumes – 1988
		Resumes and Responses
4	1	July 29-August 9, 1988
	2	August 9-24, 1988
	3	Sales Manager Search – 1988
	4	Secretaries – 1988
	5	Boyden Shareholders Meeting, Atlanta, Georgia – 1988
	6	[Steorts, Nancy Harvey. Articles, Press Releases, and Professional Profile] – 1988
	7	Boyden's 1965 Manual (Revised) – 1986

Series 10: Nancy Harvey Steorts International Series, 1989-2000; bulk 1990-1999

25.2 cubic feet consisting of 575 folders.

The Nancy Harvey Steorts International Series consists of agendas, appointment booklets, articles, bulletins, clippings, correspondence, fact sheets, faxes, lists, manuals, memoranda, minutes, newsletters, notes, pamphlets, press releases, publications, reports, schedules, speeches, statements and testimonies.

Materials in this series cover the period 1989-2000. The bulk of the materials dates from 1990 to 1999 and documents the new direction of Nancy Harvey Steorts' firm after she relocated to Virginia and changed the name of her business from Nancy Harvey Steorts & Associates, Dallas, to Nancy Harvey Steorts International, when it became an international consulting firm specializing in consumer product safety, quality standards, government representation, national media representation, and joint ventures with industry.

The series is arranged alphabetically by folder title, and chronologically within each folder.

The correspondence generally deals with Steorts promoting her business firm and routine office matters. However, some of the correspondence covers such topics as the potential of the Soviet market for medical equipment; the Consumer Advisory Council of the Federal Reserve Board; the Dallas Together Economic Opportunity and Business Development Program; the Medical Products Trade Mission to Czechoslovakia, Romania and Yugoslavia; the U.S. Department of Commerce-sponsored fact finding mission trip to Mexico City and Monterey; and the meeting of the Working Group of the Joint U.S.-U.S.S.R. Commercial Commission in Leningrad.

Memoranda cover such topics as expenses for representing various firms and for foreign travel; the U.S.A. Fair Trade in Kuwait; an international seminar on quality; a joint venture between Nancy Harvey Steorts International and Arter & Hadden; a television show on quality; a proposal for consumer product safety initiative for Burson-Marsteller, Inc.; a proposal to represent American Sensors; and inquiring about a position as Vice President for Public Policy and Government Affairs. Other memoranda relate to problems that Steorts had with Value Added Fibres regarding Australian wool and merino wool blankets. There are also daily reports on activities of Nancy Harvey Steorts International.

Materials regarding American Sensors Electronics, Inc. and carbon monoxide detectors are filed in the series. The company hired Nancy Harvey Steorts to correct public misinformation about their carbon monoxide detectors and to heighten the public's awareness about carbon monoxide in their homes and businesses. The files contain information about carbon monoxide detectors, and programs to promote their proper use, such as the National Association of Counties' national carbon monoxide program that they did in cooperation with American Sensors and the American Lung Association. There is also quarterly and annual reports from American Sensors; articles and clippings about carbon monoxide and carbon monoxide detectors; transcripts and audio/video lists of news reports about carbon monoxide accidents and carbon monoxide detectors; memoranda, notes and a draft of the final recommendations and findings from the Carbon Monoxide Task Force 3 of the U.S. Consumer Product Safety Commission which Steorts served on; and a listing of

witnesses, the meeting agenda and copies of statements given by Steorts and other individuals at the U.S. Consumer Product Safety Commission's public hearings on carbon monoxide in 1996.

Information regarding Quorum International, Ltd. can be found in the series. Quorum is the world-wide marketing subsidiary of Applied International Holdings, Ltd., a publicly held company based in Hong Kong which is a successful and respected manufacturer of electronic products for such companies as Texas Instruments, Tandy (Radio Shack), Philips, Intel and IBM. In September 1991, Quorum International was launched in the U.S. and Canada with a line of security products for home, business, auto and personal protection. Steorts worked as an independent distributor for Quorum International from 1992 to 1996. The files contain correspondence and memoranda which pertain to business matters such as providing information to distributors about new products, notifying distributors about problems with Quorum's marketing systems, announcing changes in procedures and discussing problems about a business situation. Some of the correspondence and memoranda are to and from Raymond Hung, the founder and chairman of Applied and Quorum. In addition, there are brochures and fact sheets about Quorum's electronic products, and a few copies of Quorum's newsletter, *Status: Quorum*.

There are materials pertaining to BEHRS International in the series. On May 31, 1991 Nancy Harvey Steorts, Katherine Bulow, Nancy Ellis and Barbara Hayward formed BEHRS International which was an export trading/marketing company that operated worldwide from headquarters in Washington, D.C. The company's mission is to increase investments and exports of quality American goods and services into the global market, to promote exports and investments of U.S. women-owned and small businesses, and to assist major corporations access the women's market. The files contain correspondence and memoranda which cover such topics as a business trip to Russia; WORK (Women Business Owners for the Reconstruction of Kuwait), a subsidiary of BEHRS International; and the first major post-Gulf War U.S.A. products show that took place May 13-17, 1991 at the Dubai World Trade Center in the United Arab Emirates. Also, there are correspondence, memoranda and other materials on possible projects that BEHRS might pursue with I-NET (a woman-owned certified computer integration company located in Bethesda, Maryland), White Industries, International Technologies Trading, Inc., and Hayward-Loach International. In addition, there is a brochure, drafts of a concept paper, a business plan and copies of the articles of incorporation for BEHRS International, as well as corporate profiles of WORK and information about Steorts' professional career. Also included are articles and clippings relating to BEHRS, the reconstruction Kuwait after the Gulf War, Central and South American markets, and export lessons to be learned from Germany's midsize companies.

Other areas well-documented in the series relate to Czechoslovakia, J.C. Penney International, Inc., and United Medical Supply. In 1990 Steorts agreed to travel with representatives of J.C. Penney to Poland, Czechoslovakia and the Soviet Union to identify and analyze potential retailing opportunities for the company and their subsidiaries by way of investment or other means. The files contain correspondence, memoranda, notes and background information about J.C. Penney International, Inc.; background information on doing business in Czechoslovakia; and Steorts' final report to Alfred F. Lynch, President and Chief Executive Officer of J.C. Penney. There are also materials relating to health issues in Czechoslovakia because Steorts was a representative for one year for United Medical Supply, of Fort Worth, Texas, where she established contacts and interest in Czechoslovakia, well as Russia and Ukraine, for their general medical supplies and

durable medical equipment. These materials include a report on the health status and health care in Czechoslovakia; notes on the main goals and serious problems of the Czechoslovakian health system, information on reforming health care in the Czech Republic and scientific instruments required to fill gaps in the equipment of the Hygienic Service; and an agenda and a copy of Steorts' speech for the "New Developments in Medicine and Health Care: An International Perspective" Conference held in Prague, Czechoslovakia in 1990.

Materials covering the efforts of the United States and Russia to develop business standards are filed in the series. Nancy Harvey Steorts was appointed to the United States Delegation to the United States Department of Commerce and Russian Ministry of Foreign Economic Relations Intergovernmental U.S.-Russia Business Development Committee Standards Working Group. The information in these folders pertains to the first meeting of this group under the new leadership in Russia which took place in St. Petersburg, Russia on September 8-9, 1992. The files contain correspondence and memoranda, as well as lists of publications regarding doing business in the U.S.S.R., accounting firms with Moscow offices, U.S. firms with representatives resident in Moscow and Western law firms with permanent representation in Moscow. Also, there are itineraries for the trip, schedules of events, agendas and recommendations for the meetings. There are also two copies of her presentation, "Intergovernmental U.S./Russia Business Development Committee," which she presented at the meeting.

Finally, files relating to Value Added Fibres Ltd. can be found in this series. In 1991 Steorts became a marketing consultant for Value Added Fibres Ltd., a company owned by a group of Australian wool growers and businessmen who purchase wool from growers and then through joint ventures manufacture woolen products for sale. The files contain memoranda and notes which mainly deal with a test project of developing merino wool blankets for the J.C. Penney Company, Inc. in the United States; but the project did not go through because of financial problems of Value Added Fibres Ltd. However, other memoranda in the files relate to Steorts' discussion with members of the Appalachian Regional Committee about the possibility of opening a manufacturing plant in the area to make the wool blankets for the Australian company. Also included are several drafts of the agreement between Steorts and Value Added Fibres Ltd., and information about the company.

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Subjects:

American Sensors Electronics, Inc.
BEHRS International
Businesswomen—United States
Carbon monoxide
Carbon monoxide detectors
Czechoslovakia—Commerce—United States
Czechoslovakia—Economic conditions
Czechoslovakia—Foreign economic relations—United States
Electronic security systems

Export marketing–United States
International trade
Investments, Foreign
Iraq-Kuwait Crisis, 1990-1991
J.C. Penney Co.
Kuwait
Kuwait–Commerce
Kuwait–Economic conditions
Medical instruments and apparatus–Czech Republic
Medical supplies
Nancy Harvey Steorts International
Persian Gulf War, 1991
Pharmaceuticals–Czech Republic
Quality control–Standards–Russia (Federation)
Quality of products–Russia (Federation)
Quorum International
U.S.-Russia Business Development Committee
Women consumers
Women consumers–United States
Women–Employment–United States
Women-owned business enterprises–United State
Wool industry–Australia

Form/genre:
Speeches

MSS 123, NANCY HARVEY STEORTS PAPERS, NANCY HARVEY STEORTS
INTERNATIONAL (1989-2000), SERIES 10, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[AARP (American Association of Retired Persons)]
1	1	1991, 1998
	2	[Press Kit] – 1988, 1996-1998
	3	Active File. Possible Opportunities – 1991-1992
	4	[Adolph Coors Company] – 1996
		Aging
	5	1989-March 1998
	6	May-July 1998
		[America-Ukraine Expo '92, Las Vegas, Nevada]
	7	1992
	8	[Notes] – 1992
		American Sensors
2	1	1994-1995
	2	Contract – [c. 1994]
	3	Don Conti – 1996
	4	Erie County Model Program – 1995
	5	[Expenses] – 1995
		General Information and Notes
	6	1993-1995
	7	March-June 1995; [c. 1995]
	8	Home, Health, and Safety Survey – 1995
	9	Letters – 1995
	10	Proposal – 1995
		Summary Reports
	11	January-June 1995
	12	August 1995-January 1996
3	1	Update – 1994-1995
	2	American Society for Quality Control. Contacts – 1992
	3	Anaheim Trip (May 15-16, 1994). [Expenses] – 1994
	4	[“Analyzing the Threats to Children from Consumer Products” Symposium, National Consumes League] – 1999-2000
	5	Anderson D. Clark – 1992
		Appointment Book
	6	1991
	7	August-December 1992
	8	1992
	9	1993
		Appointment Books
	10	1989-1991
4	1	1994
	2	1995
	3	Arizona Rehabilitation Systems – 1991
	4	Armstrong Williams. The Graham Williams Group – 1990-1992

MSS 123, NANCY HARVEY STEORTS PAPERS, NANCY HARVEY STEORTS
INTERNATIONAL (1989-2000), SERIES 10, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Arter and Hadden
4	5	1991-April 1992
	6	May-July 1992
	7	September 1992-1993
5	1	Arts and Crafts [Labeling] – 1992-1994 [Association of Food and Drug Officials (AFDO) Conference (June 15-19, 1996), San Francisco, California]
	2	1996
	3	[Speech Material] – 1984-1996
	4	Audio Scripts – 1997
	5	Bangladesh – 1989-1990
	6	Beauti Control Cosmetics – 1990-1991
	7	Becton, Dickinson and Company – 1998
	8	Behrs [and Kuwait] – 1989-[c. 1991]
	9	Behrs. Board Meeting – 1991 Behrs International, Inc.
	10	1991-January 13, 1992
6	1	January 14-June 10, 1992 Behrs
	2	Meetings – 1989-1991
	3	Meetings and Memos Sent – August-November 1991
	4	Behrs' Plan of Action [and Background Information of Principal Participants] – [c. 1984], [c. 1987], 1991
	5	[Behrs. References of Principal Participants] – 1991
	6	Bell South – 1990-1991
	7	Bill Knight. Lamb – 1991
	8	Blanket Research – [c. 1992]
		Blouses
	9	August-[c. December 3, 1992]
	10	December 3, 1992-January 25, 1993
	11	February 3, 1993-[c. 1993]
7	1	[Boyd International Consultants] – 1993
	2	Brochure – 1990
	3	[Brown, Ann Winkelman, Nominee to be Chairman of the Consumer Product Safety Commission] – 1994
	4	[Burrelle's Information Services. Carbon Monoxide Poisoning and Carbon Monoxide Detectors] – 1995 [Burson-Marsteller]
	5	[c. 1992]
	6	and Rain Forest International, Inc. – 1992
	7	Carbon Monoxide Project – 1995

MSS 123, NANCY HARVEY STEORTS PAPERS, NANCY HARVEY STEORTS
INTERNATIONAL (1989-2000), SERIES 10, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
7	8	["Business and the American City: Opportunities and Responsibilities," The John F. Connelly Program in Business Ethics, Georgetown University] – 1998
	9	Business [Loan] – 1992
	10	Business Plan Figures – 1991
	11	<i>Business Week</i> – 1996-1997
	12	Call File – 1996
		Caltex
	13	[c. 1990]-May 1991
	14	May 2, 1991-1992
8	1	David Ward – 1992-1993
		Cambridge Institute
	2	1990
	3	[c. 1990]
		Carbon Monoxide
	4	American Lung Association – 1993-1995
		Articles
	5	1991-January 1995
	6	February-March 1995
	7	[Chicago Fire Department's Response] – 1994-1995
	8	[Detector Study. Underwriter Laboratories] – 1994-1995
		[Task Force 3 (Consumer and Professional Education / U.S. Consumer Product Safety Commission)]
9	1	1994-1995
	2	[Meeting (September 5, 1995)] – 1995
		Carbon Monoxide Detectors
	3	1994-1996
	4	[Cases] – 1994-1995
		Hearings
	5	1995-February 20, 1996
	6	February 21-22, 1996
	7	Chicago, Illinois – 1996
	8	Consumer Issues – 1995-1996
	9	Fire Source Issues – 1996
	10	Health Effects – 1995-1996
10	1	Manufacturer Statements – 1996
	2	Standards – 1996
	3	Trade Association Statements – 1996
	4	Unexplained Alarms – 1996
	5	U.S. Environmental Protection Agency – 1990-1994
	6	Carbon Monoxide Program – 1995
	7	Carbon Monoxide Safety and Health Association (OSHA) – 1994- 1995

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INTERNATIONAL (1989-2000), SERIES 10, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
10	8	Carol Hyatt. Leadership Forum – 1998
	9	[Child Safety Campaign] – 1990-1996
	10	Chroma Design and Communications – 1998
	11	[Clemson University Lecture Series Proposal] – 1992
11	1	[CMA Testing and Certification Laboratories] – 1992
	2	Comerica Economic Forum Program – 1994
	3	Computer and Internet Prices – 1995-1997
	4	[Congresswoman Eddie Bernice Johnson’s Public Forum on the North American Free Trade Agreement] – 1993
	5	Consumer Aerosol Products Council – 1989-1990 Consumers and Aerosols
	6	[How Concerned are Consumers over Factors Affecting the Environment?] – 1991
	7	[Surveys] – 1990
	8	[“Consumer Challenge in a Changing World” International Summit, National Consumers League] – 1999 [Consumer Federation of America]
	9	[Consumer Assembly 2000] – 2000
	10	[22 nd Annual Consumer Assembly Conference] – 1989
	11	Consumer Issues. [Newspaper Clippings] – 1998-1999
12	[Consumer Product Safety Initiative Proposal] – 1994-1995	
13	Consumer Safety Speech – 1997-1999	
12	1	[“Corporate Boardroom Diversity: An Individual Perspective” by Nancy Harvey Steorts] – [c. 1995] Correspondence
	2	1989-March 1991
	3	April-December 1991
	4	January-March 1992
	5	April-June 8, 1992
	6	June 10-July 31, 1992
	7	August-September 8, 1992
	8	September 12-December 1992
	9	January-October 1993
	13	1
13	2	October 1995-June 1998
	3	July 1998-1999
	4	[Steorts Promoting Her Professional Services] – 1989-1991
	5	CPSC [Consumer Product Safety Commission]/Taiwan Gaum Industry. Internet Information – 1988-1996
	6	[Cristallerie de Bourgogne] – 1993
	14	1

MSS 123, NANCY HARVEY STEORTS PAPERS, NANCY HARVEY STEORTS
INTERNATIONAL (1989-2000), SERIES 10, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Czechoslovakia
14	2	1988-1990
	3	[c. 1990]
	4	Dom Intertrade Inc. – 1990
	5	Health Care – 1989-[c. 1990]
	6	Health Minister – 1985-1990
	7	Prague. “Health Care and the Recovery of Eastern Europe” Speech – 1990
	8	Standards Conference – 1990
	9	Czechoslovakia/U.S. Conference – 1990
	10	Czechoslovakia-U.S. Economic Council – 1991
	11	Diary and Work Record – January-June 1993
	12	Direct Selling – 1991-1994
	13	[Diisonoyl Phthalate (DINP). Meeting with C.T. “Kip” Howlett] – 1998
15	1	Dr. Tichy – 1990
	2	Earth Summit – 1992
	3	Ed Morgan – 1991
	4	[Edelman Public Relations Worldwide] – 1994
		Edison Electric Institute Seminar
	5	1992
	6	1992
	7	EDS Financial Corporation – 1991-1992
	8	Enterprise 1992
	9	Erie Quality Award – 1990-1992
	10	Escalator Injury – 1996
	11	Expense Reports – 1994
	12	Exports – 1992
		Faxes Received
	13	1990-July 1991
16	1	August 1991-April 3, 1992
	2	April 6-July 1992
	3	August 1992-December 1994
	4	February 1995-September 1997
		Faxes Sent
	5	1990-July 1992
	6	August 1992-May 1993
	7	June 1993-January 1994
17	1	February-June 1994
	2	July-August 1994
	3	September 1994-February 1995
	4	March-June 1995
	5	July 1995-February 1997
	6	March 1997-August 1998

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INTERNATIONAL (1989-2000), SERIES 10, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
17	7	Finland. Wool – 1991
	8	[First Meeting of the Standards Working Group of the Joint U.S.-U.S.S.R. U.S.-U.S.S.R. Commercial Commission, March 11-13, 1991] – 1991
	9	Food and Drug Administration 1984-1990
	10	[A Lifetime of Good Health] – 1989, 1995-1999
	11	Frank Curran. Curran & Associates – 1991
		Gas Appliance Manufacturers Association (GAMA)
18	1	1986, 1994-March 1995
	2	April 1995-1996
	3	[Carbon Monoxide Detector Division Meeting (August 22, 1995)] – 1995
	4	[59 th Annual Meeting, Scottsdale, Arizona] – 1994
	5	[60 th Annual Meeting, Palm Beach, Florida] – 1995
	6	[Gas Appliance Manufacturers Association (GAMA)/DESA International. Vent-free Gas Heaters] – 1995
	7	General Electric International – 1990
19	1	General Quality Proposal – 1988-1992
	2	Glahé International – 1989-1991 [Global Economic Action Institute]
	3	May-September 1990
	4	October 1990-1991
	5	[<i>Global Market Series: Import Certificate Program – Session IV, Letters of Credit and Legal Issues</i>] – 1994
	6	Gostandart of the Americas – 1991
	7	[Graham Williams Group] – 1989-1991
8	[Greater Washington's Labor Shortage] – 1988	
20	1	[Hamilton Rial. Clean Air Research and Engineering, Inc.] – 1998
	2	Hayward International – 1998 Hill and Knowlton
	3	1987-1989
	4	[c. 1989]-1992
	5	[Hogan Quality Institute Certificate] – 1993
	6	[Hoover Institution Luncheon, Stanford University] – 1994
	7	Housing: Mexico – 1992
	8	Hughes & Luce, L.L.P. – 1993
	9	Hungry – 1990-1991
	10	IBER Conference – 1997
	11	[Illinois Quality Award] – 1992-1993
	12	Import/Export Information – 1989-1991
	13	[Infant Car Seats Carriers Recall] – 1998
	14	Ingram, Stephen Frank – 1995

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INTERNATIONAL (1989-2000), SERIES 10, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
20	15	[International Alliance Annual Conference, Emerging Health Issues Panel] – 1998
	16	International Conference on Volunteer Standards, San Antonio, Texas – 1993 [International Consumer Product Health and Safety Organization (ICPHSO)] [Symposium]
21	1	[Lake Buena Vista, Florida] – 1994
	2	[Orlando, Florida] – 1998
	3	[West Palm Beach, Florida] – 1996-1997
	4	International Cultural Trade Commission – 1991
	5	[International Development Management Center (IDMC)] – 1992 International Toy Safety Seminar October 1991
	6	1991
	7	
	8	International Trade Association – 1996
	9	International Year of Older Persons 1999 – 1994-1999
	10	[Internet Marketing] – 1997
22	1	[Irida (Association of Moscow Women Artists) Art Project] – 1990
	2	James Boyd. SGS International Quality Services – 1990-1991 J.C. Penney
	3	1989-1990
	4	[c. 1990]-1992
	5	Al Lynch – To Discuss – 1990
	6	Contracts – 1990
	7	Czechoslovakia – 1990-1991
	8	Faxes Sent – 1990
	9	Final Report – 1990
	10	Poland – 1989-1990
	11	Quality – 1991
	12	Soviet Union – 1990-1991
23	1	J. D. Powers and Associates – 1996-1997
	2	Jellinek, Schwartz, Connolly and Freshman, Inc. – 1991
	3	Jenkins and Gilchrist – 1995
	4	Jerry Gilbert – 1995
	5	John McCreery. Super Collider – 1990-1991
	6	Johnson & Johnson – [c. 1989]
	7	Jon Fleming – 1990
	8	[Joseph Jacobson/Marcus and Associates] – 1992
	9	Ketchum – 1991
	10	Knight, Peter A. – 1996-1997

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Kuwait Information
23	11	1990 April 1991
	12	April 1-June 26, 1991
	13	Lamalie Amrop International – 1996
		Latin America
24	1	1996
	2	Business – 1995
	3	[Lists of Topics for Television Show] – 1996
	4	Lou Faoro – [c. 1992]
		Manning, Selvage and Lee
	5	1995
	6	Invoices – 1995
		Marlow Industries, Inc.
	7	1993
	8	Speeches – 1992
	9	Master Media. Susan Stautberg – 1991
	10	[Master Media Limited Speakers Bureau] – 1991
	11	[Media] – 1992
		[Memoranda]
	12	1990-1994
	13	1995-1998
	14	Mexico – 1994-1996
	15	Mexico. Behrs International – 1991
		Mission Management and Trust Company
	16	1994-1995
		Board of Directors Meeting
25	1	(September 6, 1994) – 1994
	2	(January 9, 1995) – 1994-1995
		Mont-Ro Skin Care, Inc.
	3	1992-April 1994
	4	July 1994-1995
	5	MPI [Meeting Professionals International] – 1996-1997
	6	[NAFTA (North America Free Trade Agreement)] – 1992, 1997
		National Association of Consumer Agency Administrators (NACAA) –
	7	1995
	8	[c. 1995]-1996
		[National Association of Counties (NACo)]
		[1995 Annual Conference, Fulton County (Atlanta), Georgia]
26	1	1995
	2	1995
	3	[Radon/Indoor Air Advisory Committee] – 1995

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		National Association of Manufacturers
26	4	1990-July 1992
	5	August 1992-1993
	6	[National Center for Career Strategies Seminar “Change Your Future”] – 1989
	7	National Fire Protection Association – 1996
	8	National Safety Board. Air Bag Hearing (March 17, 1997) – 1996-1997
		National Spa and Pool Institute
	9	1991-1992
	10	[Model Child Protection/Barrier Code] – 1993 [Standards and Assessments]
27	1	1984-February 1990
	2	October 1990
	3	October 1990-October 1991
	4	[Steorts’ Quality] Speech – 1988-1992
	5	[National Transportation Safety Conference (March 2-3, 1999), Washington, D.C.] – 1996, 1998-1999
	6	Nighthawk Industries – 1994 [1998 Federal Technical Standards Workshop, Washington, D.C.]
	7	Part I – 1998
	8	Part II – 1998
28	1	[1997 Professional Education Conference, San Francisco, California] – 1996-1997
	2	North American Environment Fund – 1996 Notes
	3	[c. 1989-1992]
	4	[c. 1989-1992]
	5	[c. 1993]
	6	Notes and Articles [on Rebuilding Kuwait] – 1991
	7	Notes/Articles/Seminars – 1990-1991 Nutra-Meal [Proposal Prepared for United Medical Supply Company]
	8	Part I – 1990
29	1	Part II – 1990
	2	[“Observations from the Soviet Union” by John and Shirley Baer] – 1991
	3	Older Consumer Safety Issues – 1996-1999
	4	Oncology Center [for Budapest, Hungary] – 1991
	5	Overseas Private Investment Corporation (OPIC) – 1990-1991
	6	[Packet about the Business] – 1984-1992
	7	Paris, France Trip (April 21-25, 1994) – 1994
	8	Phillip Morris – 1992

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
29	9	Phoenix, Arizona Trip (April 17-20, 1994) – 1994
	10	(July 21-24, 1994) – 1994
	11	(August 25-28, 1994) – 1994
	12	Phoenix–Tuscan, Arizona Trip (June 23-27, 1994) – 1994
	13	Picker International, Inc. – 1989-1990
30		Pier One Imports
	1	January-May 1992
	2	July-September 1992
	3	Poland – 1991
		Porter/Novelli
	4	Calcium Research – 1990
	5	National Live Stock and Meat Board – 1990
	6	Potential Business – 1992
	7	Press Material – 1991-1992
	8	Press Releases – 1992
9	<i>[Proceedings of the Fourth Meeting of the Intergovernmental U.S.-Russian Business Development Committee’s Standard Working Group, March 27-31, 1995]</i> – 1995	
31	10	Product Liability – 1996
		Product Safety and Quality
	1	1994-[c. 1994]
	2	[c. 1994]
	3	Projects – June 1991- February 1992
	4	Public Relations – 1991
	5	[“Quality – A National and International Imperative” Speech] – [1992]
	6	[“Quality – A National and International Priority” Speech] – 1992
	7	[Quality Assurance International Ltd. (QAI)] – 1992-1993
	8	Quality. Correspondence – 1991-1992
		Quorum
	9	February 1992-June 1994
	10	August-November 1994
11	Ann Hallman – 1994	
32		Applied Holdings Stock
	12	August 1972-November 10, 1993
	1	November 24-December 1993
	2	Business Cards – 1992-1993
	3	Business Place – 1994
	4	Business Volume Transfers – 1993
	5	Checks – 1993-1994
	6	Chris Reed – 1992-1993
	7	Comments from Distributors – 1993
	8	Contacts – 1993

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Quorum
32	9	Dale Hernandez – 1994
	10	Database Marketing – 1993
	11	Direct Selling Association – 1994
	12	Distributor Applications – 1993-1996
	13	Distributor Memos – 1994
	14	Distributor Promotion – [n.d.]
	15	Distributors – 1993-1995
33	1	Dwayne V. Davis – 1994
	2	Ed Heiden – 1994
	3	Events – 1994
	4	Executive Promote Out Form – 1993-1996
	5	Expenses – 1994
		Faxes
	6	August 1993-January 20, 1994
	7	January 21-February 25, 1994
	8	February 28-May 6, 1994
	9	May 10-July 18, 1994
	10	July 19-August 5, 1994
34	1	August 8-October 18, 1994
	2	November 1994-February 1996
	3	Final Papers for Gold Distributorship – 1993-1994
	4	Florida Convention – 1994
	5	Franchise Show – 1994
	6	Fred Cowley: Cowley Training – [n.d.]
		Genealogy
	7	1993
	8	1994
	9	[c. 1994]
	10	Getting Started – 1994
	11	Gold – 1994
	12	Immobiliser – 1993-1994
35	1	International – 1993-1994
	2	International Export Policy – 1994
	3	International Product Safety – 1993-1994
	4	International Products – [n.d.]
	5	Inventory Price List – [c. 1991]
	6	[Jeff] Olson – 1994
	7	Jeff Olson's Network International Meeting – 1994
		Las Vegas
	8	March 1993-June 20, 1994
	9	June 23-July 31, 1994
	10	Leadership – 1994-1995

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Quorum
36	1	Leadership Training 1993
	2	[c. 1993]
	3	[c. 1993]-1994
	4	Letter Samples – 1994
	5	“Loan A PAAL Program” – 1992
	6	Madan Goyal – 1993 Mastermind Leadership Weekend], Phoenix, [Arizona] 1993-[c. 1994]
	7	[c. 1994]-1994
	8	Miscellaneous – 1994
	9	Miscellaneous – 1994
	10	Monday Night Meeting – 1994
	11	Multi-level Marketing – 1994 New [Products]
37	1	1993-October 18, 1994
	2	October 24-November 7, 1994
	3	Nondisclosure Agreement – 1994
	4	Olson Conference Call – 1995
	5	Order Form – 1992-1994
	6	Overview Outline – [c. 1992]
	7	Paul Greenberg – 1994
	8	[Policies and Procedures] – 1995
	9	Prices – 1993-1994
	10	Proposal – 1993-1994 Raymond Hung
	11	1994
	12	Speech – 1994
	13	[Reference Guide] – [c. 1993]
	14	Regional Meeting – 1994
	15	Residential Burglar Alarm Sellers Certificate – 1993-1995
	16	[Step One Business Development Training Program] – 1992
	17	Trips – 1994
38	1	[Update] – 1996 VIP Contacts
	2	April-September 1993
	3	October-December 1993
	4	Volume Notices – 1993
	5	Working Papers for Gold – 1994
	6	Radio/Television – 1995-1998 Rain Forest International
	7	February-April 13, 1992
	8	April 16-June 30, 1992

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Rain Forest International
38	9	July 28-September 30, 1992
	10	[c. 1992]
39	1	[<i>Picturing Paradise: Art and the Rain Forests</i>] – [c. 1992]
	2	[<i>Preserving Paradise: The Rain Forests at Risk</i>] – [c. 1992]
	3	Update – 1992
	4	[Recalls] – 1998
	5	Regensburg, Bavaria, Germany – 1996-1997
	6	Reports – 1992
	7	Responses to Letters on Safety Programs – 1996
	8	[Rio de Janeiro Environmental Summit] – 1991-1992
	9	Robert Bostick. [Mexican Housing] – 1992
	10	[Russia] – [c. 1990]-1991
		Russia. Standards Trip
	11	1987-April 1992
40	1	May-July 1992
	2	August 1992
	3	September 2-9, 1992
	4	September 11, 1992-1993
	5	Safety Issues – 1982, 1990-1994
	6	Safety Sells Conference – 1995
	7	Samples of Business Letters – 1996-1997
	8	[Sanford C. Bernstein and Co. Inc.] – 1997
		[Scheduled Events and Appointments]
	9	January 1989-November 1990
41	1	January 3-December 16, 1991
	2	January 2- March 26, 1992
	3	March 30-June 18, 1992
	4	June 20-July 29, 1992
	5	July 30-August 31, 1992
	6	September 1-October 26, 1992
	7	November 1-December 24, 1992
42	1	January 5-April 28, 1993
	2	May 1-August 30, 1993
	3	September 1-October 30, 1993
	4	November 1-December 31, 1993
	5	January 4-31, 1994
	6	February 1-24, 1994
	7	February 25-March 29, 1994
43	1	March 30-April 30, 1994
	2	May 1-11, 1994
	3	May 12-31, 1994
	4	June 1-14, 1994

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[Scheduled Events and Appointments]
43	5	June 15-30, 1994
	6	July 1-20, 1994
	7	July 21-August 23, 1994
44	1	August 25-September 18, 1994
	2	September 19-October 17, 1994
	3	October 18-November 16, 1994
	4	November 17-December 6, 1994
	5	December 7-31, 1994
	6	January 1-February 8, 1995
	7	February 9-22, 1995
	8	February 23-April 7, 1995
45	1	April 10-May 4, 1995
	2	May 6-31, 1994
	3	June 1-July 28, 1995
	4	August 1-22, 1995
	5	August 23-September 12, 1995
	6	September 13-October 9, 1995
46	1	October 10-31, 1995
	2	November 1-14, 1995
	3	November 15-30, 1995
	4	December 1-28, 1995
	5	January 1-22, 1996
	6	January 23-February 5, 1996
47	1	February 6-28, 1996
	2	March 1-26, 1996
	3	March 27-April 17, 1996
	4	April 18-May 17, 1996
	5	May 18-June 14, 1996
	6	June 16-24, 1996
48	1	June 25-July 31, 1996
	2	August 1-September 13, 1996
	3	September 16-30, 1996
	4	October 1-30, 1996
	5	November 1-15, 1996
	6	November 18-December 27, 1996
	7	January 6-30, 1997
49	1	February 1-March 14, 1997
	2	March 15-April 22, 1997
	3	April 23-May 14, 1997
	4	May 15-June 18, 1997
	5	June 20-October 15, 1997
	6	October 16-November 6, 1997

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[Scheduled Events and Appointments]
49	7	November 7-December 22, 1997
50	1	January 9-March 10, 1998
	2	March 11-April 28, 1998
	3	April 29-August 15, 1998
	4	August 18-October 19, 1998
	5	October 20, 1998-May 2, 1999
	6	School Proposals – 1992
51	1	[7 th International Conference on Product Safety Research] – 1999
	2	[7 th International Conference on Product Safety Research, Proceedings of the] – 1999
	3	[Shanghai Toy Import and Export Corporation] – 1991-1992
	4	[Shiroma, Mary. Southwest Speakers Bureau] – 1992
	5	[Smirnov, Mikhail] – 1988-1991
	6	Sources of Capitol – 1992
	7	Southwest Venture Forum – 1996
	8	Speer, Blanca – 1992-1993
	9	Sprint – 1992
	10	State Quality Network – 1992
	11	[Strom Thurmond Institute Speech] – 1992
	12	Summit of the Americas – 1994
	13	[Symposium on Bulgaria: Signing of U.S.-Bulgarian Bilateral Trade Agreement] – 1991
52	1	Taiwan, Republic of China: The Six-Year National Development Plan – 1992
	2	Terrill – 1990
	3	Thailand – 1996
	4	“The Meeting Standard – Creating Consistency” Speech – 1997
	5	[The Peoples Foundation. National Advisory Committee] – 1995 [The People’s Network (TPN)]
	6	1995-1997
	7	[Distributor Kit] – 1994
	8	[Distributor Materials] – 1996
	9	[“The Extreme Mastermind” Event (June 5-8, 1997), Dallas, Texas] – 1997
	10	[Faculty Training] – 1996
	11	[Introductory Speech of Steorts to the Network] – [c. 1995]
	12	[Public Relations] – 1994-1996
	13	[Materials for Television Show] – 1993
	14	[Steorts’ Television Show Programming Ideas] – 1995
53	1	[Training] – 1996
	2	[Toy Manufacturers of America. Quality Assurance Conference, Miami, Florida] – 1994

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
53	3	Trade Fair, Kuwait – 1991
	4	Trade Mission. U.S.S.R. – 1990
	5	[Trans Atlantic Consumer Dialogue (TACD), Third Meeting of] – 2000
	6	Turkey (Anne Renouf Headley) – 1991
	7	[Tuscan, Arizona Trip (June 26, 1994)] – 1994
		United Medical Supply
	8	1990-1991
	9	Contract – 1988-1990 [Nutra Care]
	10	[A Complete Weight Management Program] – [c. 1990]
	11	[Patient Manual] – [c. 1990]
	12	[Physician Manual] – [c. 1990]
	13	Papers Given to [McKenzsie, the] Lawyer – 1990-1991 [William Bandy] – 1990
	14	United Nations – 1991
	54	1
2		[U.S. Foundation for International Economic Policy] – 1989
3		U.S.-Russia Summit – 1992 U.S.S.R.
4		Gosstandart – 1990
5		Health Seminar – 1990
		Value Added Fibres Ltd.
6		Appalachian Regional Commission – 1991 Blankets
7		January-June 1981
8		July-October 1991
9		November 1991-April 1992
55	1	[c. 1992]
	2	Contacts – 1990
	3	Itineraries and Visa Information – 1973, 1991
	4	Proposals and Contracts – 1991
	5	Report – 1991
	6	Reports and Information [Sent to the Company] – 1990-1991
	7	Requests from the Company (Updates) – 1990-1991
	8	Summary Information about [the Company] and the Wool Industry – 1988-1991
	9	Vance International – 1991 [Voluntary Standards]
56	1	1979, 1986-May 1992
	2	July-August 1992
	3	[Waijahn, Carl] – [c. 1990s]

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
56	4	[Washington, D.C. Trip]
		[(February 23, 1994)] – 1994
	5	[(June 29-july 10, 1994)] – 1994
	6	[(July 26-31, 1994)] – 1994
	7	Westcott Communications – 1995-1996
	8	[“What Importers Should Know About the U.S. Consumer Product Safety Commission” Speech, Global Market Series, International Business Center, Dallas, Texas] – 1992, 1994
		White Consolidated Industries
	9	1986-1990
	10	1991
		White House
	11	1989-1991
57	1	1992
	2	[Briefing on the North American Free Trade Agreement (NAFTA)] – 1993
	3	[Witts, David A.] – 1992-1993
	4	Wordtemps – 1991
	5	Yarsley Quality Assured Firms Limited – 1992

Series 11: Women Series, 1953-1998; bulk 1970-1992

5.4 cubic feet consisting of 154 folders.

The Steorts Women Series consists of agendas, booklets, bylaws, articles, bulletins, clippings, fact sheets, financial statements, correspondence, handbooks, lists, manuals, memoranda, minutes, membership rosters, newsletters, notes, pamphlets, press releases, publications, reports, schedules, speeches, and yearbooks.

Materials in this series cover the period 1953-1998. The bulk of the material dates from 1970 to 1992 and documents Nancy Harvey Steorts' involvement with organizations and issues related to women, especially those pertaining to career women.

The series is arranged alphabetically by folder title, and chronologically within each folder.

Steorts was a member of a number of organizations relating to women including the American Association of University Women (AAUW), a national organization that promotes education and equity for all women and girls through advocacy, education and research. Steorts, a member since October 1, 1968, served as President of the Bethesda-Chevy Chase, Maryland branch from 1970-1971. The files contain material about the AAUW and their activities on the local and national levels. Also included are the bylaws and pamphlets about the organization, and a copy of their leadership handbook for branch officers. There are copies of the newsletters of the Bethesda-Chevy Chase Branch of the AAUW their yearbooks for 1969-70, 1972-73, 1973-74, 1975-76 and 1976-77, and a report by Steorts on her year as President of the branch. Information on the AAUW's Biennial Conventions held in Dallas, Texas (1971) and Washington, D.C. (1973), and the International Federal of University Women's 17th Triennial Conference held in Philadelphia, Pennsylvania (1971), can be found in these files. Finally, there are newsletters and yearbooks (1985-86 and 1987-88) for the Dallas branch of the AAUW.

Information regarding the Montgomery County Commission for Women can be found in the series. The commission was established in Maryland in 1972 to advocate for equal rights for women and comprises of 15 volunteer citizens from the community. Steorts was appointed for a three-year term on August 22, 1972. The files contain correspondence and memoranda which cover such topics as Steorts recommendations for members for the commission; the Women's Political Caucus of Montgomery County, Maryland's questioning of the legality of the composition and the creation of the Commission for Women; and creating the Montgomery County Manpower Commission. In addition, there is a copy of the 1971 act which created the commission; information sheets on the other fourteen members of the Commission; copies of the Commission's newsletter, *Woman*; and copies of the official proceedings of the February 15, 1973 meeting of the Commission and the Report of the Ad Hoc Committee to Study the Status of Women in Montgomery County.

Materials pertaining to other state and local organizations Steorts was a member of are filed in the series. Founded in 1984, the Texas Women's Alliance is a nonprofit, nonpartisan organization representing conservative and business-oriented women that researches issues, makes policy recommendations, and works to influence government, with an emphasis on Texas affairs. Steorts served on the Founding Advisory Committee and the Board of Trustees in 1986, with her special area being Regional Development. The files include minutes of board meetings, financial

statements, its handbook for the Texas Women's Alliance, and a copy of its bylaws. A few clippings related to starting up a productivity zone between the United States and Mexico and two reports on the Texas judiciary are filed in the series.

Another organization, the Welcome Wagon Club-Newcomers' Club of the Summit Area in Maryland, was organized in 1964 to provide social activities for the newly arrived members of the community to become acquainted with other newcomers and the local activities. Steorts served as its president from May 1966 to October 1966, June 1969 to June 1970, and July 1970 to June 1971. The files contain several drafts of the by-laws of the organization, a copy of the national Welcome Wagon Club Handbook and By-laws (1964), a number of the organization's newsletters, membership rosters, financial statements, and clippings about Nancy Harvey Steorts becoming president and activities of the organization. There is also a copy of "This was your life Nancy Steorts of as president of Welcome Wagon Newcomers' Club May-Nov. 1966" which contains information about the activities that occurred during her period as president.

The series documents women's organizations that Steorts participated in which are geared specifically for certain career fields and levels. American Women in Radio & Television, created in 1951, is a nonprofit organization of professionals working in the broadcasting industry closely allied fields who seek to improve the quality of broadcasting, and promote the entry, development and advancement of women in broadcasting and its allied fields. The files contain correspondence, fact sheets, invitations to gala events to honor women, membership rosters for 1978-1979 and 1980-1981, issues of the organization's newsletter, *News & Views*, a profile of the 1978 membership, and a copy of *Women on the Job: Careers in Broadcasting*. In addition, information related to conferences and conventions held in 1978, 1980 and 1981; issues of *Stand By*, the newsletter of the Washington, D.C. Chapter; Washington membership rosters for 1980 and 1981; and bylaws for the organization and its Educational Foundation can be found here.

Executive Women in Government, formed in 1974, is a nonprofit professional organization of women who hold leadership positions in the federal government. The aim of the organization is to advance and promote women in senior leadership positions. Steorts became chairman of Executive Women in Government for one year in January 1983. The files contain minutes of meetings, notes, correspondence, pamphlets about the organization, the bylaws, a 1986 membership book, and a press release about the organization celebrating their 10th anniversary at the White House in 1983. Also included are clippings about the criticism of President Reagan's claim of appointing women to positions in the federal government and the Reagan Administration's efforts to make the needed changes, as well as a report entitled "Women: The Reagan Administration Record." Finally, there is a copy of the speech Steorts made when she became president.

Other well-documented organizations found in the series include the National Council of Career Women, the National Association of Women Business Owners (NAWBO), and the International Women's Forum (IWF). Founded by Eva M. June in 1975, the National Council of Career Women was created to provide practical career guide to women, to promote a positive image to employers about career women, and to enhance the professional skills of women to make them more competitive and better prepared for the employment market. Steorts was a member of the Board of Directors in 1977 and served as president from 1977-1978. The files include financial statements,

issues of the organization's newsletter, meeting agendas, minutes of board meetings, drafts of the bylaws, pamphlets and brochures about workshops, a 1978 membership roster and information about the Corporate Membership Committee and the Long Range Planning Committee. The majority of the correspondence relates to Steorts seeking corporate memberships for the National Council of Career Women.

The National Association of Women Business Owners (NAWBO), a national professional association, incorporated in 1975, represents the interests of women entrepreneurs in every type of business through networking, resources, education and public advocacy. Steorts became a member of NAWBO in 1975 and served on the organization's International Committee from 1985-1986. Materials housed in this series include issues of the organization's newsletter, the Capitol Area Chapter Report, pamphlets about NAWBO, and 1986 and 1987 membership directories. There is information relating to the first American woman business owner trade mission to Europe in 1985 sponsored by the NAWBO that went to Frankfurt, West Germany, London, England, and Madrid, Spain. This includes correspondence, memoranda, itineraries, a list of trip participants, a booklet and clippings about the trip, a listing of the women who went on the trip, itineraries of the trip, and a copy of a memo and report that Steorts wrote up about the mission trip to Europe for Mayor Starke Taylor of Dallas.

Founded in 1982, the International Women's Forum (IWF) brings together outstanding women of achievement and influence to address problems in the public and private realm. Steorts served on the Program Committee in 1995 and the Development Committee in 1996. The files contain correspondence and memoranda regarding the IFW Foundation Fellows Program; a strategic plan for 1996-1998; issues of newsletters and information from The Texas Forum and other Forums such as those in Chicago and Washington, D.C.; and materials on two of the organization's annual conferences and galas that took place in San Francisco and Beverly Hills in 1989 and 1990..

Other information related to women can be found in the series. There are materials pertaining to a woman's marketing firm that Steorts and Susan A. Davis co-founded. Named Successful Woman, Inc., it opened in Washington, D.C. in July 1979, as a national women's marketing firm which offered professional education for women through conferences, seminars and audio/visual presentations, as well as acted as a liaison for speakers and training specialists, developed educational programs for corporate and institutional clients and served as a network. The firm appears to have been in business from July 1979 till June 1980. There are promotional materials and congratulatory letters about the opening of the new firm. Information about the conferences they sponsored includes clippings, complementary correspondence relating to the conferences, and a Successful Woman, Inc. handbook used at one of the conferences. Also included in the series are articles and clippings about different topics related to women. They include the condescending and stereotypical perceptions of housewives, women in board rooms, more women entering the political arena, the growing role of women in lobbying, the GOP and the gender gap, and how more women in the work force has reshaped American society. In addition, there are clippings about Patricia Hutar, Nancy Thurmond (the wife of U.S. Senator Strom Thurmond from South Carolina), Sally Ride (the first female American astronaut), and the 10th anniversary of Executive Women in Government. Finally, there are talking points on issues of interest to women for 1983-1984. Also of particular interest are the files relating to the first American woman in space, Sally Ride. Steorts was invited to witness the launching of the seventh flight of the Space Shuttle *Challenger* on June

19, 1983 at Cape Canaveral. Sally Ride, aged 32, was one of the members of the crew. The file contains a NASA Facts pamphlet about the mission of the Space Shuttle *Challenger*, pre-launch statistics, a schedule sheet about the trip to and from Florida, a certificate for witnessing the event, a colored paper image of the *Challenger* crew, and information sheets about the satellites to be launched or retrieved by the crew. Also, there is a file about the Executive Women in Government's luncheon to honor the astronauts of the *Challenger* in July 1983.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

American Association of University Women. Bethesda-Chevy Chase, Maryland Branch

American Women in Radio and Television Inc.

Astronauts--United States

Businesswomen--United States

Executive Women in Government

International Women's Forum (Organization)

Montgomery County Commission for Women

National Association of Women Business Owners (U.S.)

National Council of Career Women

Ride, Sally

Space flight

Space shuttles--United States

Successful Woman Inc.

Texas Women's Alliance

Welcome Wagon Newcomers Club (Summit Area, Maryland)

Women astronauts--United States

Women--Employment--United States

Women-owned business enterprises--United States

Women--United States--Attitudes

Women--United States--Social conditions

Form/genre:

Speeches

MSS 123, NANCY HARVEY STEORTS PAPERS, WOMEN (1953-1998), SERIES 11,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
1	1	Agricultural Women – 1974-1976
	2	Alpha Phi International Fraternity – 1970, 1972
		American Association of University Women
	3	1963, 1968-May 1971
	4	June 1971-March 1973
	5	April-August 1973
	6	1973-1980
2	7	1985-1988
	1	Nancy Harvey Steorts' Presidency – 1970-1972
	2	American Woman's Economic Development Corporation – 1979-1983
		American Women in Radio and Television
	3	1976-1979
	4	1980
	5	1980-1981
3	6	1981
	7	1985
	1	Association for Women Government Contractors (AWGC) – 1980
	2	Attitude Survey – [n.d.]
	3	Child Care – 1972-1976
	4	Citizens Advisory Council on the Status of Women – 1970-1972
	5	Commissions on the Status of Women – 1972-1976
	6	Conferences – 1978-1982
	7	Correspondence: Women's Issues – 1980
	8	[Dallas Ballet Women's Commission] – 1986-1988
	9	Dallas Women's Forum – 1990
	10	[Dallas Women's Foundation] – 1988
	11	Domestic Women – 1980
	12	Economic Advisory Council – 1972
	13	Economics and Women – 1973-1983
	14	Education – 1972
	15	[18 th National Republican Women's Conference, Chicago, Illinois, April 8, 1972] – 1972
16	[Eighth Annual Women in Leadership Conference, "Self-Esteem to Succeed – Confidence to Lead"] – 1988	
17	Employment – 1971-1977	
4	1	English Women's Movement – 1986-1987
	2	Equal Rights Amendment (ERA) – 1970-1979
		Executive Women in Government
	3	1981-1992
	4	1993-1999
5	Luncheon Honoring the Astronauts of the Challenger – The Space Shuttle's Seventh Flight – July 21, 1983	

MSS 123, NANCY HARVEY STEORTS PAPERS, WOMEN (1953-1998), SERIES 11,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Executive Women in Government
4	6	Luncheon with John Herrington, Assistant to the President for Personnel – November 18, 1983
	7	Nancy Harvey Steorts Assumes the Presidency – January 27, 1983
	8	Executive Women of Dallas – 1985-1986
	9	Federal Women Employees – 1976-1977
	10	Federal Women’s Program: Civil Service Commission – 1977
	11	Federation of Business and Professional Women’s Clubs – 1981
	12	<i>Focus</i> (publication of the National Federation of Republican Women), Volume 4, Number 7 – September 1971
	13	Freeman, Valerie – 1988
	14	Girls Club of Dallas – 1984, 1988
	15	Health Care Conference – 1976-1978
	16	Hemisphere Conference for Women – 1976
	17	[Hutchison, Kay Bailey] – 1990 INET for Women [International Network for Women in Enterprise and Trade]
5	1	1991-1992
	2	1992
	3	International Federation of University Women – 1971
	4	[International Institute for Women’s Political Leadership (IIWPL)] – 1990
	5	[International Women’s Day] – 1992 International Women’s Forum
	6	1987-1988
	7	1989-1994
	8	1995-1996
	9	“Encuentro de Primavera en Mexico” Spring Retreat, Mexico City, Mexico – 1994-1995
	10	“Inside the United Nations” Meeting – 1991
6	1	“New Discoveries, New Directions,” Seventh Annual Conference and Hall of Fame Gala, Washington, D.C. – 1991
	2	“Women and Corporations That Make a Difference,” Ninth Annual Conference and Hall of Fame Gala, Washington, D.C. – 1993
	3	International Women’s Media Foundation – 1994
	4	International Women’s Year, Daily Breakthrough – 1977
	5	Iranian Embassy – 1971-1972 Issues of Interest to Women, Talking Points on
	6	1983
	7	1984
	8	Komen Foundation (The Susan J. Komen Foundation) – 1986
	9	Legal Equity Task Force – 1981
	10	Legislation – 1980

MSS 123, NANCY HARVEY STEORTS PAPERS, WOMEN (1953-1998), SERIES 11,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
6	11	Maryland Women's Conference – 1975-1977
	12	Maryland Women's Political Caucus – 1972
	13	Media Report to Women – 1972
	14	Minority Women – 1973
		Montgomery County, Maryland Commission for Women
	15	1971-1972
	16	1973, 1977
7		National Association of Women Business Owners (NAWBO)
	17	1975-1987
	1	1988-1990
	2	[Membership Roster] – 1987 [Trade Mission to Europe (May 25-June 5, 1985)]
	3	1984-May 19, 1985
	4	May 21-August 14, 1985
	5	National Association of Women in Business – [n.d.] National Council of Career Women
	6	1975-February 1978
	7	March 1978-1981
	8	[n.d.]
8	1	Nancy Harvey Steorts' Presidency –1977-1978
	2	[September 30, 1978 Meeting] – 1978
	3	National Museum of Women in the Arts –1988-1990
	4	National Organization for Women (NOW) – 1971, 1978-1979
	5	National Republican Women's Convention, Phoenix, Arizona – 1985
	6	National Women's Agenda Coalition – [n.d.]
	7	National Women's Conference, American Women on the Move, Houston, Texas – 1977
	8	National Women's Economic Alliance Foundation (NWEAF) – 1984-1994
	9	National Women's Education Fund – [c. 1977]
	10	National Women's Political Caucus – 1972, 1976-1979
	11	New York State, Human Rights Laws – 1969-1972
	12	News Articles about Women – 1971-[c. 1988], 1992
9	1	OEF [Overseas Education Fund] International – 1989-1991
	2	Peninsula Women's Network – 1982-1983
	3	Political Appointments – 1969-1983
	4	President's Task Force on Women's Rights and Responsibilities – 1970
	5	Reagan and Women – 1982 Republican Women
	6	1971-1979
	7	1980-1988
	8	Republican Women's Federal Forum – 1991
	9	[Rock Creek Women's Republican Club] – 1983, 1991-1992

MSS 123, NANCY HARVEY STEORTS PAPERS, WOMEN (1953-1998), SERIES 11,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>	
9	10	Second Congress of Presidents, Good Housekeeping Magazine – 1975-1977	
	11	Seeger, Dr. Martha – 1990-1991	
	12	Speech to the Women’s Bar Association of the District of Columbia – 1980	
	13	Spotlight on Women in Public Affairs – 1972	
	14	Stop E.R.A. [Equal Rights Amendment] Committee – 1979-1980	
	10	1	Stress in the Workplace Conference – 1975-1980
		2	Successful Woman, Inc. – 1979-1980
		3	Supreme Court Appointments – 1971 Texas Women’s Alliance
		4	1983-1987
		5	1988-1989
		6	The International Alliance – 1998
		7	Veterans Preference Issues – [c. 1979]
		8	Walsh, Ethel Bent [Commissioner of Equal Employment Opportunity Commission]: Speeches – 1972
		9	Washington, D.C. Women Initiatives – 1985-1986
10		Washington Women – 1978, 1981, 1987	
11		Washington Women’s Network – 1979, 1981 Welcome Wagon Club	
12		1953, 1964-1966	
11		1	1966-1969
		2	1970-1972
	3	White House News on Women – 1980	
	4	Women – 1983, 1985	
	5	Women and the Law – 1971	
	6	Women as Economic Equals Conference – 1973	
	7	Women in Business Workshop – 1977	
	8	Women in Dallas [Article by Steorts] – 1985	
	9	Women in Exporting Services Trade Mission – 1985	
	10	Women in Government Relations – 1977-1980	
	11	Women in Public Service – 1971	
	12	Women in Space – 1983	
	13	Women of Achievement in Maryland History, Inc. – 1996	
	14	<i>Women Today</i> – 1972-1977, 1985	
12	1	Women Voters – 1972 [<i>Women Who Win: How to Speak Out as a Republican Woman Leader</i> , Republican National Committee]	
	2	[Part I] – [1991]	
	3	[Part II] – [1991]	

MSS 123, NANCY HARVEY STEORTS PAPERS, WOMEN (1953-1998), SERIES 11,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Women's Bureau
12	4	Briefing Conference – 1972-1973
	5	75 th Anniversary – 1995
	6	Women's Business Enterprise – 1977-1980
	7	Women's Campaign Fund – 1980-1981
	8	Women's Center for Business Development – 1994
	9	Women's Equity Action League – 1972, 1978
	10	[Women's Forum of Washington] – 1990-1998
	11	Women's Guide to Washington, D.C. – 1971
	12	Women's Hall of Fame – 1975-1976
	13	Women's Institute, American University – 1975-1979, 1988, 1993, 1996
	14	Women's Institute for Limitless Living – 1977
		Women's Leadership Network
	15	1992
	16	White House Briefing – 1992
	17	Women's Symposium – [c. 1990s]
	18	<i>Working Woman</i> – 1985

Series 12: General Files Series, 1970-1995; bulk 1970-1973

2.025 cubic feet consisting of 34 folders.

The General Files Series consists of articles, clippings, fact sheets, correspondence, lists, memoranda, minutes, newsletters, notes, pamphlets, press releases and reports.

Materials in this series cover the period 1970-1995. The bulk of the materials dates from 1970 to 1973 and contains materials that did not fit into the others series. The series is arranged alphabetically by folder title, and chronologically within each folder.

Nancy Harvey Steorts worked as a United States Expositions Officer of the United States Exposition Staff of the Bureau of International Commerce in Washington, D.C., from March to May 1973. Her responsibilities included procurement, publicity and direction of all aspects of the Expo '74 World's Fair Ground Breaking Ceremony at Spokane, Washington and the Foreign Visitor Business Program. The files contain an information kit which has press releases, a colored drawing and a few photographs about Expo '74. Documenting the ground-breaking ceremony is a program, platform guest list, speaker biographies, a press release and an itinerary. In addition, there are clippings about Expo '74, a description of the duties of the U.S. Exposition Staff, listings of sponsors and possible contributors, a fact sheet, and notes and memoranda.

Information pertaining to the National Policy Forum can be found in the series. The National Policy Forum: A Republican Center for the Exchange of Ideas was an independent, not-for-profit organization created in June 1993 to re-involve the American people in the search for ideas to meet the nation's chief challenges. The Forum operate[d] principally through a number of Policy Councils, each organized around an issue cluster. The National Policy Forum published the results of their forums in a report entitled "Listening to America." Steorts served on the Forum's Policy Council on Reforming the Legal and Regulatory Systems in 1994. The files contain press releases about the formation and activities of the National Policy Forum, clippings about the public forums which discussed such topics as excessive state and federal regulations, health, welfare, legal reform, education and taxes, pamphlets, a survey, memoranda concerning the monthly update from the Policy Council on Reforming the Legal and Regulatory Systems, comments on the draft executive summary and council report, the "Listening to America" draft report on regulation, and Phase II Activities for the Reforming the Legal and Regulatory Systems Policy Council Members. There are also fact sheets about the Listening to America Media Kit for Policy Council Members and the Listening to America Summary Report Talking Points.

Steorts was involved in efforts to have the Superconducting Super Collider located in Texas, so materials pertaining to the Collider can be found in this series. The files contain press releases, facts sheets and reports from the U.S. Department of Energy (DOE) on the Superconducting Super Collider. In addition, there are issues of *TexasSSC* (later became *SuperCollider*), a newsletter published by the Texas National Research Laboratory Commission, as well as a report by and fact sheets about the commission. Also included are press releases and reports from Universities Research Association, Inc.; articles on the Collider from *Energy Business*; and notes.

Another topic well-documented in the series is the White House Conference on Children which was held December 13-18, 1970 in Washington, D.C. The Conference was divided into forums

which investigated specific topics such as expressions of identity and school-age children, learning in the Twenty-first Century, and family economics/planning. Files relating to the Conference contain lists of the Forum members, special presentations (with descriptions) by Forums, titles of films for the Festival of Films by Children, issues of overriding concern to the conference, and members of the Coordinating Committee. There are Forum reports and back-up statements of major recommendations, press releases giving the biographies of the individuals who were involved with running the conference and the results of the Forum discussions, a history of the conference, a Forum by Forum Weekly Schedule Prepared for the Press, and a sampling of articles about the conference. Other materials include a report, fact sheet and newsletter about the conference, as well as two conference schedules, a preamble prepared by the Forum Co-Chairmen, a booklet about the films from the conference and a copy of President Nixon's address to the conference.

Finally, there are materials related to the nomination of Clarence Thomas as a Associate Justice of the United States Supreme Court. The file contains correspondence in which Steorts wrote to Thomas supporting his confirmation and a copy of her editorial she sent to the Dallas newspapers on why he should be confirmed, clippings on the confirmation hearings, and a memo to Armstrong Williams of The Graham Williams Group from Steorts in which she includes eight articles from the *Dallas Times Herald* about Clarence Thomas. Other items in this series include issues of *First Monday*, a monthly magazine, and *Monday*, a weekly magazine, which were published by the Republican National Committee. There are also numerous miscellaneous notes by Steorts and phone messages filed in this series.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Children–United States
Expo '74 (Spokane, Wash.)
Judges–Selection and appointment–United States
National Policy Forum (U.S.)
Particle accelerators–United States
Republican National Committee (U.S.)
Republican Party (U.S.: 1854-)
Republican Party (U.S.: 1854-)–Periodicals
Spokane (Wash.)–History
Superconducting Super Collider
Superconducting Super Collider–Location
Texas–Economic conditions
Texas National Research Laboratory Commission
Thomas, Clarence, 1948-
United States. Bureau of International Commerce
United States. Dept. of Energy
United States. Dept. of Energy. Division of High Energy and Nuclear Physics ??
United States. Dept. of Energy. Division of High Energy Physics ??

United States–Economic policy–1993-2001

United States–Politics and government–1993-2001

United States–Politics and government–1969-1974–Periodicals

United States–Social policy –1993-

United States. Supreme Court–Officials and employees–Selection and appointment

University Research Association (U.S.)

White House Conference on Children (1970: Washington, D.C.)

MSS 123, NANCY HARVEY STEORTS PAPERS, GENERAL FILES (1970-1995), SERIES 12,
CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Expo 1974
1	1	Information Kit – 1974
	2	Newspaper Clippings – 1972-1973
	3	Public Affairs – 1973-1974
	4	Steorts' Personal File – 1968-1973
		<i>First Monday</i>
	5	October 1971-February 1981
	6	April-November 1972
	7	<i>Monday</i> – October 1971-September 1972
	8	National Foreign Policy Conference on Human Rights, U.S. Department of State – 1978
		National Policy Forum
	9	1993-1994
	10	1995
		Notes
2	1	[n.d.]
	2	[n.d.]
	3	[n.d.]
	4	[n.d.]
	5	[n.d.]
	6	[n.d.]
3	1	[n.d.]
	2	[n.d.]
	3	[n.d.]
	4	[n.d.]
		[Phone Messages]
	5	[n.d.]
	6	[n.d.]
	7	[n.d.]
4	1	[n.d.]
	2	[n.d.]
	3	State of the Union Address – 1972
		Super Collider
	4	1988-February 1989
	5	April 1989-1991
	6	[Thomas, Clarence] – 1991
		White House Conference on Children
	7	Forum Members – 1970
	8	Forum Reports – 1970
	9	Forum Schedules – 1970
5	1	Miscellaneous Materials – 1970
	2	Press Releases – 1970

Series 13: Organizations Series, 1976-1999; bulk 1986-1999

23.85 cubic feet consisting of 474 folders.

The Organizations Series consists of agendas, articles, clippings, correspondence, fact sheets, financial records, government documents, lists, manuals, memoranda, minutes, newsletters, notes, pamphlets, press releases, publications, reports, schedules, speeches, statements and testimonies.

Materials in this series cover the period 1976-1999, which documents Nancy Harvey Steorts' involvement in various organizations throughout her life. The bulk of the materials dates from 1986 to 1999.

The series consists of two sub-series: **Texas Organizations** and **Other Organizations**. The sub-series are arranged alphabetically by folder title, and chronologically within each folder.

The **Texas Organizations** sub-series (Sub-series 13.1, 3 boxes, 1.35 cubic feet) contain materials related to Texas organizations that Nancy Harvey Steorts was actively involved in during her life. The majority of the files relate to the Texas Award for Performance Excellence (previously called the Texas Quality Award), an annual recognition of Texas organizations that excel in performance and the application of quality and customer satisfaction principles. Steorts served on the Board of Overseers of the Texas Quality Award from 1993 to 1996. The files contain memoranda, correspondence, and other materials that deal with the procedures and responsibilities of the Board of Overseers. In addition, there are agendas and minutes of the meetings of the Board of Overseers, as well as lists of the Board of Directors, the Board of Overseers and the Board of Examiners. Also included are two drafts and the final copy of the Business Plan for the Texas Quality Award.

Other materials filed in the sub-series include information on the School of Management Advisory Council at the University of Texas at Dallas. The files primarily contain materials about the 1988-1989 Partners in Progress, an annual campaign to raise money for the School of Management, but there are other items relating to the Council itself, to the School of Management, and to the University. Other organizations represented in the series include Southern Methodist University; where Steorts served on the Department of Economics Advisory Council of Dedman College Executive Board in 1988; the North Texas District Export Council; and the Texas Business Council.

One of the well-documented areas found in the **Other Organizations** sub-series (Sub-series 13.2, 50 boxes, 22.5 cubic feet) relates to the American National Standards Institute (ANSI), a non-profit, privately funded membership organization that promotes the use and development of voluntary standards and conformity assessment activities as a means of advancing the national economy. It coordinates and safeguards the integrity of U.S. voluntary national standards and is the official representative to the world's leading standard bodies, the International Organization for Standards (ISO) and the International Electrotechnical Commission (IEC). Steorts served on ANSI's Executive Committee of the Board of Directors and as Chairman of ANSI's Consumer Interest Council from 1996 to 1999, and on ANSI's Regional Standing Committee on Europe in 1996. The files contain memoranda and correspondence on a ruling by the Appellate Division of the Superior

Court of New Jersey that imposed liability on the American Association of Blood Banks (AABB), as a voluntary standard setting agency, for injuries to recipients of blood components collected by AABB member institutions; the approval for accreditation of certification programs; appointments to boards, committees, and councils of ANSI; and proposed policy changes. Also included are annual reports, as well as minutes of the meetings for the Board of Directors and the Consumer Interest Council, clippings about subjects related to ANSI, and materials related to the committees of the ISO and IEC which include papers dealing with Swedish, Finnish, Norwegian, Australian and Japanese standards.

Related to the ANSI files are those pertaining to ISO, an international, non-governmental standard setting body composed of representatives from national standards bodies which produces world-wide industrial and commercial standards. The materials in the files relate mainly to the ISO's Committee on Consumer Policy (COPOLCO) and the Committee on Developing Country Matters (DEVCO). The files contain correspondence and memoranda which discuss standards revisions; the nomination of Steorts for the COPOLCO chairmanship; recommended ANSI positions for COPOLCO '98 and on various 150 proposals; the Consumer's Choice Council; priorities for the Consumer Policy Committee; and an assessment of COPOLCO's work. There is information concerning COPOLCO's annual meetings, especially the 21st Annual Meeting which was hosted by the American National Standards Institute in Washington, D.C. in May 1999. Steorts helped coordinate setting up the annual meeting and the workshop, so a majority of the materials relate to the COPOLCO's open workshop on meeting the needs of aging populations and the arrangements of setting up the annual meeting and the workshop, including an executive summary, budget, proceedings and drafts of the pamphlets about the aging population workshop, and background information for the meeting.

Another standards organization documented in the sub-series is the National Institute of Standards and Technology (NIST), a non-regulatory federal agency within the United States Department of Commerce's Technology Administration which administers the nation's premier award for business performance excellence and quality achievement, the Malcolm Baldrige National Quality Award. Steorts was appointed to serve on the Board of Overseers for the Baldrige National Quality Award, evaluates all aspects of the program, in February 1991. The files contain publications from NIST, reports and pamphlets about the guidelines and criteria of the award, U.S. Department of Commerce press releases and notes, and information pertaining to the winners of the award.

Materials pertaining to the Federal Reserve Board's Consumer Advisory Council are filed here. The Council advises the Federal Reserve Board on the implementation of federal laws governing consumers' rights and responsibilities in their dealings with the financial services industry. Steorts served as one of the 30 members of the Council from 1990 to 1992, and was a member of the Council's Community Affairs and Housing Committee. The files contain correspondence and memoranda which covered such topics as community reinvestment, trends in consumer's use of financial services, the home mortgage disclosure, mortgage lending discrimination, and banking reform. There is background information, transcripts, and reports to the Federal Reserve Board Consumer Advisory Council meetings. There are copies of reports and articles by members of the Federal Reserve System, including a report by Steorts about the economy of the Southwest which she presented to the Consumer Advisory Council. Other topics covered by the reports include

business credit for women, minorities and small businesses, and understanding the process and rights of home mortgages.

Other organizations documented in this series include National Sanitation Foundation International (NSF), a non-profit, non-governmental organization which develops consensus standards and provides third-party conformity assessment and certification for products and services related to public health, safety and environmental quality. Most of the correspondence relating to NSDF is between Steorts and Nina I. McClelland, Ph.D., the Chairman, President and Chief Executive Officer of NSF International, and concerns Steorts' plan to position Dr. McClelland and NSF in Washington, D.C.; developing specific strategy for McClelland's five priorities regarding medical devices, domestic food equipment, food safety, air safety and water; the North American Freed Trade Agreement (NAFTA); and recommending that Dr. McClelland become a member of the advisory committees of the North American Committee on the Environment (NACE). Also included is information about NSF's standards and criteria on bottled water and food equipment and their art and crafts materials initiative and proposal to the U.S. Consumer Product Safety Commission.

Information can also be found here on the Council of Better Business Bureaus (CBBB); Steorts served two three-year terms on their Board of Directors from 1985-1991. Topics covered by the materials from the CBBB include trademark infringement, environmental advertising, retail pricing, and the settlement of the lawsuit against the Miami Bureau (BBB of South Florida), the Council and numerous other defendants growing out of an oil and gas lottery scheme perpetrated in the early 1980s.

Another organization represented in the sub-series is the Council for Excellence in Government (CEG). Items relating to the CEG include those concerning government executive pay, The Center for Excellence in Government, CEG's Public Service Careers Project at Emory University, and increasing the role of women in the CEG's activities.

Finally, materials covering Oprah Winfrey's first benefit performance on behalf of Save the Children's early childhood development programs at the Dallas Convention Center on January 13, 1990 can be found in the sub-series. The files contain materials relating to Save the Children; articles, clippings, press releases and other media-related information, including copies of remarks made by Nancy Harvey Steorts and Mayor Anne Strauss at news conferences, about the Winfrey benefit; and items such as biographical information, brochures, invitations, a draft program, and reports concerning Winfrey and the performance itself.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

American National Standards Institute
Baldrige, Malcolm, 1922-1987
Council for Excellence in Government
Council of Better Business Bureaus

Board of Governors of the Federal Reserve System (U.S.). Consumer Advisory Council
Dallas (Tex.)–Economic conditions
Dallas (Tex.)–Economic conditions–20th century
Dallas (Tex.)–Social conditions
International Organization for Standards
Malcolm Baldrige National Quality Award
McClelland, Nina I.
National Institute of Standards and Technology
NSF International (Organization)
Performance awards–Standards–United States
Quality control–Awards–United States
Quality of products–United States
Save the Children (U.S.)
Save the Children (U.S.)–Dallas (Tex.)
Service industries–United States–Quality control
Texas Award for Performance Excellence
Total quality management–United States
Total quality management–United States–Evaluation–Handbooks, manuals, etc.
Total quality management–awards–United States
United States. Dept. of Commerce–Officials and employees
University of Texas at Dallas. School of Management
University of Texas at Dallas. School of Management Advisory Council
Winfrey, Oprah

Form/genre:

Speeches

Transcripts

MSS 123, NANCY HARVEY STEORTS PAPERS, ORGANIZATIONS, SERIES 13,
 TEXAS ORGANIZATIONS (1987-1997), SUB-SERIES 1, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		North Texas District Export Council
1	1	1987
	2	Council Meeting (May 11, 1998) – 1988
	3	North Texas Speakers Association – 1996
	4	[North Texas Women’s Business Council] – 1997
	5	Southern Methodist University. [Department of Economics Advisory Council] – 1988
		Texas Award for Performance Excellence
	6	January-October, 1992
	7	December, 1992-January 1993
	8	January-April 1993
	9	May-June 4, 1993
	10	June 29, 1993
	11	July-August, 1993
2	1	September, 1993-July 12, 1994
	2	July 14-October 21, 1994
	3	1994
	4	1995
	5	[c. 1995]-March, 1996
		Board of Overseers Meetings
	6	1992
	7	1993
		[1994 Examiner Training]
3	1	1994-1996
	2	1996
	3	[Recommendation] Report from Event and Award Committee – [c. 1994]
	4	Texas Business Council – 1988
		[University of Texas at Dallas, School of Management Advisory Council]
	5	1987-April, 1989
	6	May-December, 1989
	7	1990

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[American National Standards Institute (ANSI)]
1	1	1982, 1990-May 1995
	2	June-August 1995
	3	September-December 1995
	4	[c. 1995]-1996
	5	April-July 23, 1997
	6	July 24-August, 1997
2	1	September 1997- June 1998
	2	August 1998-April 1999
	3	May-November 1999
		[Accredited Standards Committee on Principles Underlying Valid Certification and Labeling of Products and Services, Z34] –
	4	1990-July 1991
	5	September 1991-1992
		[Annual Meeting (October 15, 1996)]
	6	April 2-October 14, 1996
	7	October 14-24, 1996
		[Board of Directors]
	8	[Meeting (March 22, 1995)] – 1995
	9	[Meeting (September 20, 1995)] – 1995
3	1	[Meeting (December 12, 1995)] – 1995
	2	[Meeting (March 21, 1996)] – 1996
		[Meeting (September 25, 1996)]
	3	Part I – 1996
	4	Part II – 1995-1996
	5	[Meeting (December 12, 1996)] – November 20-December 10, 1996
	6	[Meeting (December 12, 1996)] – December 11, 1996
4	1	[Meeting (December 12, 1996)] – December 12, 1996-March 6, 1997
		[Meeting (March 20, 1997)]
	2	Part I – 1997
	3	Part II – 1997
	4	[Meeting (September 11-12, 1997)] – 1997
	5	[Meeting (December 11, 1997)] – 1997
	6	[Meeting (March 19, 1998)] – 1998
	7	[Meeting (September 24, 1998)] – 1998
5	1	[Meeting (December 10, 1998), Part I] – 1998
	2	[Meeting (December 10, 1998), Part II] – 1998
	3	[Meeting (September 23, 1999)] – 1999
	4	[Meeting (December 7, 1999)] – 1999

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[American National Standards Institute (ANSI)]
		[Board of Directors]
		[Executive Committee]
		[Meeting (July 25, 1996)]
5	5	July 2-17, 1996
	6	July 17-September 21, 1996
	7	[Meeting (November 16, 1996)] – 1996
	8	[Meeting (February 13, 1997)] – 1997
	9	[Meeting (March 7, 1997)] – 1997
	10	[Meeting (July 24, 1997)] – 1997
	11	[Meeting (November 7, 1997)] – 1997
	12	[Meeting (February 12, 1998)] – 1998
		[Meeting (July 23, 1998)]
6	1	Part I – 1998
	2	Part II – 1998
		[Meeting (November 12, 1998)]
	3	Part I – 1998
	4	Part II – 1998
	5	[Meeting (February 11, 1999)] – 1999
		[National Issues Committee]
	6	1998
	7	[Meeting (April 14, 1998)] – 1998
7	1	[Meeting (November 23, 1998)] – 1998
	2	[Meeting (February 17, 1999)] – 1999
	3	[Meeting (May 5, 1999)] – 1999
		[Special Task Group on Consumer Participation in ANSI]
	4	January-March 12, 1998
	5	March 13-June, 1998
	6	[c. 1998]
		[Company Member Council (CIC)]
	7	1995-1996
		[<i>Business Week</i> Symposium]
	8	April-October, 1996
	9	1996
		[Executive Committee] – 1997
8	1	[Meeting (October 10-11, 1995)] – 1995
	2	[Meeting (January 12-13, 1998)] – 1998
	3	[Meeting (June 17-18, 1998)] – 1998
	4	[Meeting (September 21, 1999)] – 1999
	5	[Mailing List] – 1996
	6	[Conformity Assessment] – 1995-1996
	7	[Consumer Council] – 1978

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[American National Standards Institute (ANSI)]
		[Consumer Interest Council (CIC)]
8	8	1991-1995
	9	May 1996-August 1997
	10	September 1997-January 19, 1998
	11	January 20-February 1998
9	1	March-September 21, 1998
	2	September 22-October 1998
	3	November 1998-December 1999
		[Consumer Participation in ANSI] – 1999
	4	[GINETEX (International Association for Textile Care Labeling)] – 1996
	5	[ISO/IEC Guide 50 Child Safety and Standards – General Guidelines (CIC 96-17b)] – 1996-1997
		[Consumer Interest Council Meeting]
	6	[(July 1, 1991)] – 1991
	7	[(November 15, 1991)] – 1991
	8	[(December 13, 1993)] – 1993
	9	[(August 9, 1994)] – 1994
10	1	[(October 9, 1995)] – 1995
	2	[(April 9, 1996)] – 1995-1996
	3	[(June 26, 1996)] – March 7-June 25, 1996
	4	[(June 26, 1996)] – June 26, 1996
	5	[(June 26, 1996): Technology Transfer Improvements Act of 1995 (Public Law 104-113), Voluntary Consensus Standards and Conformity Assessment Activities] – 1996
	6	[(September 24, 1996)] – 1996
	7	[(January 22, 1997)] – 1997
	8	[(June 24, 1997)] – 1994, 1997
11	1	[(September 9, 1997)] – 1997
	2	[(January 28, 1998)] – 1998
	3	[(June 19, 1998)] – 1998
	4	[(July 7, 1998)] – 1998
		[(September 16-18, 1998)]
	5	June-August 1998
	6	September 1998
	7	Social Accountability 8000, Council on Economic Priorities Accreditation Agency (CEPAA)] – 1997
	8	[(December 3, 1998)] – 1997-1999
	9	[(March 4, 1999)] – 1998-1999
12	1	[(August 26, 1999)] – 1999

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[American National Standards Institute (ANSI)]
		[Consumer Interest Council Meeting]
		[(December 15, 1999)]
12	2	[Part I] – February-December 1999
	3	[Part II] – December, 1999
		[Consumer Interest Council]
	4	[Member Survey and Strategic Planning] – 1999
	5	[Nominations] – 1999
	6	[Privacy] – 1997
	7	[Report to the Board of Directors on the Council] – 1999
	8	[Research Study on Consumer Interest Participation in the Standards Development Process] – 1998
	9	[Consumer Leaders – 1998
	10	[Environmental Management Standards (EMS)] – [c. 1993]
	11	[Environmental Standardization and Planning] – 1990-1991
		[Executive Standards Committee]
	12	1999
	13	[Task Group on Regulatory Standards] – 1996
	14	[Global Competitiveness] – [c. 1996]
	15	[Government Member Council Meeting (September 21, 1999)] – 1999
	16	[Guide for Developing User Product Information] – 1990
		[Information Technology and Privacy]
13	1	October 1995-January 10, 1997
	2	January 13-February 3, 1997
		[International Advisory Committee]
	3	February 20-July 9, 1996
	4	July 15-August 12, 1996
	5	August 15, 1996-January 31, 1997
	6	February 3-September 2, 1997
14	1	[Meeting (May 30, 1996), Part I] – 1996
	2	[Meeting (May 30, 1996), Part II] – 1996
	3	[International Committee] – 1998-1999
	4	[International Forum Meeting (November 3, 1999). John Kern] – 1999
	5	[Mark W. Hurwitz] – 1999
	6	[Market Research Study] – 1995
	7	[Meeting with International Organization for Standards President-elect Giacomo Elias] – 1998
	8	[National Center for Standards Certification Information (NCSCI)] – 1996
	9	[National Governors Association’s Proposal on Standards and Conformity Assessment] – 1997

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[American National Standards Institute (ANSI)]
14	10	[National Standards Strategy] – 1999
	11	[1993 Annual Public Conference] – 1992-1993
15	1	[Reinventing ANSI Project] – 1998-1999
	2	[Report to the Boards] – 1996 [Reporter]
	3	1994-1996
	4	[Interview with Nancy Harvey Steorts] – 1996
	5	[Southwest Regional Meeting] – 1995
	6	[Staff Reorganization] – 1997 [Standards Action]
	7	1994-1996
	8	1997-1999
	9	[Standards Process] – 1996
	10	[Strategic Plan] – 1996
16	1	[Strategic Planning Committee] – 1996-1997
	2	[Strategic Process] – 1996
	3	[TransAtlantic Business Dialogue] – 1995-1996
	4	[U.S. National Committee of International Electrotechnical Commission (USNC/IEC)] – 1997 [Voluntary Standards]
	5	[Forum (July 29, 1994)] – 1994
	6	[Issues and Activities Meeting (May 23, 1993)] – 1993
	7	[World Standards Day] – 1999
	8	[Worldwide Safety Standards] – 1996
	9	[Annual Assembly of Better Business Bureaus, Dallas Texas] – 1990
	10	ANSI-EC [American National Standards Institute-European Commission] Standards – 1989 [Atlantic Council of the United States]
	11	1988-June 20, 1991
	12	June 25-December 12, 1991
17	1	1992
	2	[Czechoslovakia Policy Paper] – 1991
	3	[“U.S. Global Leadership: The National and Regional Stake” Southwest Regional Conference, Dallas Texas] – 1988
	4	Business Roundtable – 1986
	5	Center for the Study of the Presidency – 1991-1992 Council for Excellence in Government
	6	1986-May 1988
	7	June-December 1988
	8	January-March 1989
	9	April-June 1989
	10	July-December 1989

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Council for Excellence in Government
18	1	1990-1991
	2	1992-1996
		[Council of Better Business Bureaus]
	3	1985-1989
	4	[c. 1989]-October, 1990
	5	November, 1990-1991
	6	[Annual Assembly, Montreal, Quebec] – 1988 [Annual Meeting (October 15, 1990)]
	7	1990
19	1	1990
	2	[April Information] – 1990 [Board of Directors Meeting] [(June 8, 1988)]
	3	Part I – 1978-1988
	4	Part II – 1978-1988
	5	[(October 16, 1988)] – 1988
	6	[(June 6, 1989)] – 1989 [(April 17, 1990)]
	7	1989-1990 (folder 1)
	8	1990 (folder 2)
20	1	[(October 15, 1990)] – 1990
	2	[(May 1, 1991)] – 1991
	3	[(October 7, 1991)] – 1991
	4	Compensation and Benefits Committee – 1989, 1991 [Executive Committee Meeting Minutes]
	5	[(December 8, 1988)] – 1988
	6	[(June 6, 1989)] – 1989
	7	[(September 18, 1989) – 1989
	8	[(April 16, 1990)] – 1990
	9	[(October 15, 1990)] – 1990
	10	[(December 5, 1990)] – 1990-1991
	11	[Financial Statements] – 1988-1989
	12	[Materials for Meeting of (Their) Retail Members on Comparative Price Advertising] – 1985-1988
21	1	[May Information] – 1990
	2	[<i>Monday Morning</i>] – 1988-1991
	3	[NAD (National Advertising Division) Reports] – 1988-1991
	4	[November Information] – 1990
	5	[October Information] – 1990
	6	[Pamphlets and Books] – 1985-1991
	7	[Philanthropic Advisory Service Reports] – 1988-1990
	8	[September Information] – 1990

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
21	9	[Council of Better Business Bureaus] [Tips for Consumers] – 1988-1991
	10	[European Association for the Co-ordination of Consumer Representation in Standardization] – 1995-1996
22		EXPORT NOW
	1	1987-February 1988
	2	May-December 1988
	3	1988
	4	[<i>A Basic Guide to Exporting</i>] – 1986
	5	[Advisory Committee (May 23, 1988 Meeting), Part I – May-June 1988
	6	Part II – July-September 1988
	7	[Export Trading Companies] – [c. 1988]
	8	[It Makes Good Business Sense] – [c. 1988]
23		Federal Reserve System
	9	1984-1989
	1	1990
	2	January-February 1991
	3	March-December 1991
	4	1992
	5	[Committee on Community Affairs and Housing] 1990-February 1991
24	6	April 1991-March 1992
	1	April 7, 1992
	2	April 9-August 20, 1992
	3	[Feasibility Study on Using Testers to Detect Mortgage Lending Discrimination] – 1991
	4	[Community Reinvestment Act Committee] [Performance Evaluations from the Office of Thrift Supervision, Department of the Treasury, Cincinnati, Ohio] – 1990
	5	[Performance Evaluations on State Member Banks] – 1990
	6	[Publications] – [c. 1990]-1991
	7	[Real Estate Lending Standards] – 1992
25		[The Consumer Advisory Council]
	8	1986-1989
	1	January-March 1980
	2	April-August 1990
	3	September 1990-March 7, 1991
	4	March 7-August 30, 1991
	5	September 10-November 5, 1991
6	1992	
	7	[<i>CAC Newsletter</i>] – 1989-1991

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[Federal Reserve System]
		[The Consumer Advisory Council]
		[Meeting]
25	8	[(March 28-29, 1990)] – 1990
		[(October 24-25, 1990)]
26	1	1990
	2	1990
	3	[(June 20, 1991)] – 1990-1991
		[(June 11, 1992)]
	4	Part I – 1991-June, 1992
	5	Part II – 1992
	6	[(September 18, 1992)] – 1992
		[(October 29, 1992)]
	7	1992
	8	1992
		[Meeting Transcript]
27	1	[(October 26, 1989)] – 1989
	2	[(March 28, 1990)] – 1990
	3	[(March 29, 1990)] – 1990
	4	[(June 27, 1990)] – 1990
	5	[(June 28, 1990)] – 1990
	6	[(October 24-25, 1990)] – 1990
	7	[(March 14, 1991)] – 1991
		[(June 20, 1991)]
	8	Part I (Pp. 1-149)] – 1991
28	1	Part II (Pp. 150-210)] – 1991
	2	[(October 10, 1991)] – 1991
	3	[(March 26, 1992)] – 1992
		[(October 29, 1992): Transcript]
	4	1992 (folder 1)
		[Meetings]
		[(March 26 and June 11, 1992)]
	5	September 1991-March 10, 1992
	6	March 12-26, 1992
	7	March 30-April 18, 1992
29	1	May 1-18, 1992
	2	May 21-June 11, 1992
	3	1992
	4	[Operations Manual] – 1990
	5	[Speech] – 1991
		[Testing Project for Mortgage Lending Discrimination]
	6	1990
	7	1991

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Food Safety Council
29	8	1977-February 1980
	9	April-May 1980
		[Board of Trustees Meeting]
30	1	[(February 11, 1977)] – 1977
		[(December 15, 1977)]
	2	Part I – 1977
	3	Part II – 1977-1978
	4	[(June 15, 1978)] – 1978
	5	[(September 11, 1978)] – 1978
		[(December 14, 1978)]
	6	Part I – 1978
	7	Part II – 1978
		[(April 18, 1979)]
31	1	Part I – 1979
	2	Part II – 1979
		[(August 30, 1979)]
	3	Part I – 1979
	4	Part II – 1979
	5	[(December 13, 1979)] – 1979-1980
	6	[(July 9, 1980)] – 1979-1980
		[(December 11, 1980)]
	7	Part I – 1980
	8	Part II – 1980
32	1	[Executive Committee Meeting (November 7, 1980)] – 1980
	2	[Georgetown University Medical Center. Vincent T. Lombardi Cancer Research Center] – 1989-1990
		Greater Washington Board of Trade
	3	1986-February 1989
	4	March-September 1989
	5	November 1989-May 1990
		[Employee Committee Meeting]
	6	[(March 1, 1989)] – 1989
	7	[(May 4, 1990)] – 1990
	8	[Employment/Education Bureau. Labor Pool Task Force Meeting (May 25, 1989)] – 1988-1989
	9	[Event Planning] – 1989
33	1	[“Evolving Organizations: From Doing it All to Managing and Delegating” Seminar] – 1989
	2	[“Navigating the Development Process through the 1990s” Seminar] – 1989

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		I Have a Dream Foundation
33	3	1988
	4	1989
	5	1990
	6	[Board of Directors Notebook] – [c. 1988]
	7	[January 31, 1989 Meeting] – 1989
	8	[International Business and Trade Advisory Committee] – 1992, 1996 [International Organization for Standardization (ISO)]
	9	[Committee on Conformity Assessment (CASCO)] – 1995-1996 [Committee on Consumer Policy (COPOLCO)]
	10	February 1995-June 1997
	11	January 1998-March 1999
34	1	[14 th Annual Meeting, Helsinki, Finland] – 1991
	2	[15 th Annual Meeting, Geneva, Switzerland] – 1993
	3	[16 th Annual Meeting, The Hague, Netherlands] – 1994
	4	[17 th Annual Meeting, Beijing, China] – 1995-1996 [18 th Annual Meeting, Geneva, Switzerland]
	5	February-April 1996
	6	April-May 1996
	7	May-June 1996
	8	August-December 1996
35	1	[19 th Annual Meeting, London, England] – 1997 [20 th Annual Meeting, Tunis, Tunisia]
	2	February-April 1998
	3	April 24-May 13, 1998
	4	May 13-August 1998 [21 st Annual Meeting, Washington, D.C.]
	5	1997-1998
	6	[c. 1998]-January, 1999
36	1	February 1999
	2	March 1-16, 1999
	3	March 17-April, 1999
	4	April 1-15, 1999
	5	April 16-30, 1999
	6	May 2-7, 1999
	7	May 8-11, 1999
37	1	May 11-12, 1999
	2	May 13-June, 1999
	3	June 2-August, 1999
	4	1999
	5	[Proposal for a New ISO/IEC Guide] – 1991
	6	[Report] – 1995-1996
	7	[Spivak, Dr. Steven M.] – 1991-1996

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		[International Organization for Standardization (ISO)]
		[Committee on Consumer Policy (COPOLCO)]
37	8	[Working Group on Graphical Symbols] – 1999
	9	[Working Group on the Elderly and People with Disabilities] – October 1998
38	1	November 1998-April 1999
	2	[Committee on Consumer Policy (COPOLCO) / Committee on Developing Country Matters (DEVCO). “Preventing Accidents and Promoting Safety” Workshop] – 1993
	3	[Committee on Developing Country Matters (DEVCO)] – 1997
	4	[<i>Consumer Communiqué</i>] – 1991, 1995
	5	[ISO 9000 – A Set of Standards for Quality Management Systems] – 1989, 1991-1992
	6	[Standards – 1986, 1991-1996
	7	[International Platform Association] – [c. 1991]
	8	Let’s Rebuild America, Chamber of Commerce of the United States – 1980
	9	Maryland/Washington, D.C. Export Council – 1988-1989 Medical College of Pennsylvania
	10	1985-1987
	11	1988-May 1990
	12	June 1990-June 1991
39	1	July 1991-[c. 1991]
	2	[c. 1991]-1992
		[National Association of Corporate Directors (NACD)]
	3	1994
	4	[1995 Corporate Governance Review Meeting, Washington, D.C.] – 1995
	5	National Capital Planning Commission – 1972 [National Institute of Standards and Technology]
	6	1993
	7	International Quality Summit – 1992 [Malcolm Baldrige National Quality Award]
	8	April 1988-March 1991
	9	April-November 1991
	10	December 1991-October 14, 1992
40	1	October 21, 1992-December 1993
	2	1997-August 19, 1998
	3	August 20-November 17, 1998
	4	January-April 1999
	5	1999
	6	2000

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[National Institute of Standards and Technology] [Malcolm Baldrige National Quality Award] [Board of Overseers Meeting] [(December 5, 1991)]
40	7	October 1991-January 1992
41	1	March-April 1992
	2	[(April 28, 1992)] – 1992
	3	[(November 9, 1992)] – 1992
		[National Institute of Standards and Technology] [Malcolm Baldrige National Quality Award] [1988 Winners]
	4	1988
	5	1989
	6	[1989 Winners] – 1989
	7	[1990 Winners] – 1990
		[1991 Winners]
	8	1991-1992
42	1	[Marlow Industries] – 1991
	2	[Solectron] – 1991
	3	[Zytec] – 1991-1992
	4	[1992 Winners] – 1992-1993
	5	[1993 Winners] – 1993
	6	[1994 Winners] – 1994
	7	[1995 Winners] – 1995-1996
	8	[Quality: Curtis W. Reimann] – 1991
	9	[Updated Information on Quality] – 1991
		[National Sanitation Foundation International]
	10	March 1992-August 1993
43	1	September-December 1993
	2	January-October 1994
	3	Arts and Crafts [Labeling] – 1991-1994
	4	Border Environment Cooperation Commission (BECC)] – 1994 Bottled Water
	5	March 1992-March 1993
	6	April-October 1993
	7	[Carbon Monoxide Detectors] – 1992-1994
	8	[Commission for Environmental Cooperation Meeting (July 26, 1994)] – [c. 1993]-July 1994
	9	[Correspondence Related to the 50 th Anniversary] – 1994
	10	[Council of Public Health Consultants Annual Meeting] – 1994
	11	David Schmeltzer – 1994
44	1	Environment – 1993-1995
	2	Environment Auditing –1993-1994

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<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[National Sanitation Foundation International]
44	3	[Environment Sectoral Working Group, Mexico City] – 1993
	4	[Environmental Issues under Mexican Law and NAFTA (North American Free Trade Agreement)] – 1994
		[Environmental Management Guidelines Committee]
	5	1992
	6	February 1993
	7	March-April 1993
	8	May-June 1993
		Environmental Management Interest Group
	9	Part I – 1993
45	1	Part II – 1993
	2	Export-Import Bank – 1993-1994
	3	[50 th Anniversary] – 1994
	4	[Letters to Dr. Nina McClelland] – 1993-1994
	5	[Letter to the Honorable Jacqueline Jones-Smith] – 1994
	6	Letters from [Washington], D.C. – 1994
	7	McClelland – [International Consumer Product Health and Safety Organization (ICPHSO)] – 1993-1994
	8	McClelland's Appointment [to the Commission on Environmental Co-operation Advisory Committee] – 1993-1994
		[Meeting with]
	9	[Carol Browner, Head of Environmental Protection Agency] – 1993
	10	[Dr. Fred R. Shank, Food and Drug Administration (FDA)] – 1993
	11	[Dr. Linda A. Suydam, Food and Drug Administration (FDA)] – 1993
		[Nina McClelland]
	12	August 1981-March 1993
	13	April 1993
46	1	May 1993-February 1994
	2	NAFTA [North American Free Trade Agreement] White House Briefing – 1993
	3	[National Environmental Management System Standard Demonstration Project] – 1994
	4	Nina McClelland, Ph.D. – 1993-1994
	5	Nina McClelland's Recommendations – 1993-1994
	6	[North American Development Bank (NADBank)] – 1994
	7	[North American Environmental Standards Working Group] – 1993
	8	Prince George Environmental Expo, [Maryland] – 1993
	9	[Seafood Safety and Food Labeling] – 1993
	10	[Steorts' Expenses] – 1993-1994
	11	[Steorts' Notes] – [c. 1993-1994]

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		[National Sanitation Foundation International]
46	12	[Steorts' Reports on Washington Activities for the Organization] – 1993
	13	[Steorts' Report to Nina McClelland on Information from Various Organizations] – 1994
47	1	[Steorts' Reports to the Organization] 1993-June 1994
	2	July-October 1994
	3	Sustainable Development – 1993-1994
	4	USA/Russia Standards [Working Group] – 1993-1994
	5	Walter Banks – 1994
	6	New Congress – 1994-1995
	7	[Organization for Economic Co-operation and Development (OECD)] – 1993, 1996
	8	[President's Council on Sustainable Development] – 1994-1995
	9	Save the Children May 1983-1988
48	1	1989-[c. 1990]
	2	[c. 1990]
		[Save the Children: An Afternoon with Oprah Winfrey . . . Dallas Joins Hands for Children]
	3	1988-December 12, 1989
	4	December 14-20, 1989
	5	1989
	6	January 1-9, 1990
49	1	January 10-September 28, 1990
	2	[Benefiting Save the Children Press Results Report] – 1990
	3	Society of Consumer Affairs Professionals (SOCAP) 1976-1977
	4	January-May 1978
	5	June-August 1978
	6	September
	7	1978-1979
	8	1980
		[5 th Annual Consumer Affairs Exchange Conference]
50	1	1978
	2	[Notebook] – 1978
	3	[Handbook] – 1977
	4	[Society of International Business Fellows] – 1988
		[Third North American Trilateral Standardization Forum, Mexico City, March 23-25, 1993]
	5	1992-February 1993
	6	March 3-23, 1993

MSS 123, NANCY HARVEY STEORTS PAPERS, ORGANIZATIONS, SERIES 13,
OTHER ORGANIZATIONS (1976-2000), SUB-SERIES 2, CONTAINER LIST

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		[Third North American Trilateral Standardization Forum, Mexico City, March 23-25, 1993]
50	7	March 24, 1993-[c. 1993]
	8	World Trade Organization (WTO) – 1996

Series 14: Photographs Series, 1951-1995; bulk 1972-1989

6.3 cubic feet consisting of 255 folders.

The Photographs Series consists of approximately 2,192 black-and-white and colored photographs, 33 oversize photographs, 414 colored slides and 612 negatives.

Photographs in this series cover the period 1951-1995, which documents Nancy Harvey Steorts' personal life and career. The bulk of the materials dates from 1972 to 1989.

The photographs are divided into five sections: Nancy Harvey Steorts, General Files, Women Series, Ronald Reagan White House Years and Other Individuals. The Nancy Harvey Steorts section follows the same arrangement as the series in the Nancy Harvey Steorts Papers. The folders within each section are filed alphabetically by folder-title. Slides and Negatives follow the same arrangement.

The majority of the photographs and slides pertain to Steorts' career, especially as Special Assistant to the U.S. Secretary of Agriculture for Consumer Affairs (1973-1977) and Chairman of the U.S. Consumer Product Safety Commission (1981-1984). Steorts, agricultural experts, CPSC commissioners and staff members, and other individuals appear in the photographs. There are photographs of Steorts visiting U.S. Department of Agriculture facilities; attending seminars, conferences, conventions and regional meetings; taking trips to Hawaii and Colorado to meet with state agricultural experts and consumers; and photos related to Steorts' campaigns to improve identification labels for meat and portion choices in restaurants. There are also photographs saluting women in aviation in relation to the International Women's Year in 1975. Photos related to her work as Chairman of the U.S. Consumer Product Safety Commission include photos of Steorts being sworn into office as Chairman, visiting national and regional CPSC facilities, honoring employees on CPSC Recognition Day, and attending conferences like the National Conference on Fire Toxicity and Product Safety. In addition, there are photos pertaining to public hearings, safety campaigns and press conferences relating to smoke detectors, toy safety and poison prevention.

Few photos pertain to Steorts' consulting firms that she created in the Washington, D.C. area and Dallas, Texas, or when she served as President of the Dallas Citizens Council. However, there are photographs of Ivory Soap commercial advertisements used throughout its first 100 years which were part of an information packet that Steorts used when she conducted a centennial tour for Proctor & Gamble in 1979. In addition, there are photos of Steorts attending the Meeting of the Standards Working Group of the Russian-American Business Development Committee in St. Petersburg, Russia in 1992, and the National Association of Women Business Owners (NAWBO) Trade Mission to Europe (England, Germany and Spain) in 1985. Finally, there are slides related to Quorum for Steorts worked as an independent distributor from 1992 to 1996.

Photographs related to Steorts' involvement in organizations are filed in the series. There are photos of Steorts as a member of the American Association of University Women and the Welcome Wagon in 1970-1971. Also included are photographs of Steorts assuming the presidency of Executive Women in Government in January 1983 and two major events that occurred during her presidency: the organization's luncheon honoring Sally Ride and the other

astronauts of the space shuttle Challenger in July 1983; and the Rose Garden Ceremony at the White House President Ronald Reagan marking the 10th anniversary of Executive Women in Government in September 1983.

Personal photographs of Nancy Harvey Steorts mainly relate to her years at Fayetteville-Manus High School and Syracuse University in New York. There are also photographs of Steorts with family and friends, portrait photos and slides of Steorts from the 1970s to the 1980s, photos of her used for Christmas cards in the 1990s. Finally, there are photographs relating to Expo '74 World's Fair in Spokane, Washington where Steorts worked as a United States Expositions Officer.

Individuals depicted in this series include Presidents Richard M. Nixon and Ronald Reagan; Vice Presidents Spiro T. Agnew and George H. W. Bush; First Ladies Mamie Eisenhower, Patricia Nixon and Nancy Reagan; United States Senators Howard Baker, Robert Dole, Barry Goldwater, Nancy Landon Kassebaum, Robert Kasten, Jr. and Strom Thurmond.; U.S. Secretary of Agriculture Earl L. Butz; and Nixon's daughters, Tricia Nixon Cox and Julie Nixon Eisenhower. There are also pictures of dignitaries such as Prince Charles of Wales, Diana, Princess of Wales, and King Hussein and Queen Noor Al Hussein of Jordan. In addition, there are many photographs of individuals, especially women, who worked in the Nixon Administration and his presidential campaigns. It should be noted that some of the photographs are autographed presentation copies given to Steorts.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Agnew, Spiro T., 1918-1996--Portraits
Baker, Howard H. (Howard Henry), 1925- --Portraits
Bush, Barbara, 1925- --Portraits
Bush, George, 1924- --Portraits
Butz, Earl L. (Earl Lauer), 1909- --Portraits
Charles, Prince of Wales, 1948- --Portraits
Cox, Tricia Nixon (Patricia), 1946- --Portraits
Diana, Princess of Wales, 1961-1997--Portraits
Dole, Robert J., 1923- --Portraits
Eisenhower, Julie Nixon--Portraits
Eisenhower, Mamie Doud, 1896-1976--Portraits
Expo '74 (Spokane, Wash.)
Goldwater, Barry M. (Barry Morris), 1909-1998--Portraits
Hussein, King of Jordan, 1935-1999--Portraits
Kassebaum, Nancy L. (Nancy Landon), 1932- --Portraits
Kasten, Robert W. --Portraits
Nixon, Pat, 1912-1993--Portraits
Nixon, Richard M. (Richard Milhous), 1913-1994--Portraits
Noor, Queen, consort of Hussein, King of Jordan, 1951- --Portraits
Reagan, Nancy, 1923- --Portraits

Reagan, Ronald–Portraits
Ride, Sally–Portraits
Steorts, Nancy Harvey, 1936- –Portraits
Thurmond, Strom, 1902-2003–Portraits
Women air pilots
Women government executives–United States
Women in the civil service–United States

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

Box Folder Title

Nancy Harvey Steorts

Portrait Photos

1	1	1973
	2	[c. 1973]
	3	[c. 1976]
	4	[c. 1970s]
	5	1980
	6	1981
	7	Chase Studios – 1981
	8	Brooks – [c. 1984]
	9	Stewart Charles Cohen Photography – 1985
	10	Photos for Christmas Cards – [c. 1995]

Personal

	11	Fayetteville-Manus High School (New York) – [c.1951-1955]
	12	Syracuse University – [c.1955-1959]
	13	First House after College Graduation – 1959
	14	[Resume and Federal Government Standard Form 171 Photos] – [c. 1976-1977]
	15	Christmas Photos – 1983
2	1	Houses on South Versailles Avenue – 1986
	2	Reappraisal Appeal: Dallas, Texas Residence – 1986
		Problems in Her Home at 4689 South Versailles Avenue in Dallas, Texas
	3	(Set 1) – 1986
	4	(Set 2) – 1986
	5	Miscellaneous Photos – [c.1959-1990s]

United States Department of Agriculture (U.S.D.A.), 1973-1977

	6	1973-1977
	7	Agricultural Research Service, Horticultural and Citrus and Subtropical Products Lab Tour, Orlando and Winter Haven, Florida – June 5-6, 1975
	8	Agricultural Research Service, Western Regional Research Office Tour, Berkeley, California – January 27-28, 1975
	9	Consumers League of Ohio 75 th Anniversary – September 25, 1975

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
Nancy Harvey Steorts		
United States Department of Agriculture (U.S.D.A.), 1973-1977		
2	10	“Conversations with the Consumer: A Fresh Look at Produce” Seminar, Kroger Company, Indianapolis, Indiana – October 2, 1975
	11	Diet Workshop’s Seminar, Glen Cove, New York: International Diet Workshop Award for Special Consumer Concern – September 1, 1976
3	1	Food Marketing Institute/Woman’s Day Ad Competition – 1976
	2	Home Canning – 1975
	3	Institute of Food Technologists (Florida Section): Citrus Chemistry and Technical Conference, Winter Haven, Florida – September 29, 1976
	4	International Women’s Year: Salute to Women in Aviation – 1975
	5	Kroger Company Meeting, Cincinnati, Ohio – February 27-28, 1975
		Labeling
	6	[c. 1975]
	7	Colonial Stores’ Meat Identification Labels Press Conference, Atlanta, Georgia – April 30, 1974
	8	Meeting with Elinor C. Guggenheimer, Commissioner of Department of Consumer Affairs, New York City – [c. 1974]
	9	Oregon Cattlemen’s Association 61 st Annual Convention, Portland, Oregon – November 16, 1974
	10	Oscar Mayer 28 th Annual Marketing Conference, Miami Beach, Florida – December 3, 1974
	11	Portion Choice Program: Billy Martin’s Carriage House, Washington, D.C. – February 19, 1975
	12	Trip to Alaska for the Regional Meeting of the Western Association of State Departments of Agriculture – July 8-12, 1974
	13	Trip to Colorado – February 12-18, 1975
	14	Trip to Hawaii – November 8-13, 1973
	15	Trip to Monongahela National Forest, West Virginia – September 25, 1974
	16	Trip to Oregon to See Region 6 of the U.S. Forest Service – October 14-15, 1976

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
Nancy Harvey Steorts		
United States Department of Agriculture (U.S.D.A.), 1973-1977		
3	17	Workhorse Award” Presented to U.S.D.A. Secretary Earl L. Butz from the Southeastern Poultry and Egg Association – [February 19, 1974]
Nancy Harvey Steorts & Associates, 1977-1981		
	18	McDonald’s Corporation – [c. 1978]
	19	[Media Spokesperson for the Glass Packaging Institute] – 1978-1979
4	1	Procter & Gamble [Ivory Soap Centennial] Tour: [Commercial Advertisements about Ivory Soap] – 1979
Consumer Product Safety Commission (CPSC), 1981-1984		
	2	Better Business Bureau / National Advertising Division – September 14, 1982
	3	Chairman [Steorts’] Third Anniversary – August 2-3, 1984
	4	Chamber of Commerce Luncheon, Board Room of Sperry and Hutchinson Building, New York City – February 9, 1982
		CPSC Engineering Lab
	5	[1982]
	6	Photos of Lab Tests – [May 1983]
		[CPSC Recognition Day]
	7	June 14, 1982
	8	June 14, 1982
	9	May 12-22, 1983
5	1	May 14, 1984
	2	CPSC State and Local Conference – [1983]
	3	Dallas Regional Office [Visit] – January 11, 1982
	4	Dawson, Carol – July 6, 1984
	5	EEMAC-NEMA Annual Executive Forum Luncheon, Boston, Massachusetts – 1983
	6	Electrical / Home Heating Safety Press Conference – February 10, 1984
	7	Electrical Safety Awareness Program Press Conference, Milwaukee, Wisconsin – February 20, 1984

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
Nancy Harvey Steorts		
Consumer Product Safety Commission (CPSC), 1981-1984		
5	8	Electrical Safety Press Conference, Philadelphia, Pennsylvania – February 3, 1984
	9	Enterprise Ride, Dallas, Texas: [Trip to Dallas] – October 24, 1983
	10	[Fire Prevention Week Luncheon, The Chicago Association of Commerce and Industry, Chicago, Illinois] – October 11, 1984
	11	[First Women’s Bank Luncheon, Los Angeles, California] – October 27, 1981
	12	[Gas Appliance Manufacturers Association’s Annual Meeting, Palm Beach, Florida] – April 17, 1984
	13	GE Lunch and Tour – [1984]
6	1	Girls Nation, Meeting with Kim Shelby, Washington, D.C. – July 23, 1982
	2	Good Housekeeping’s Visit to CPSC – November 10, 1983
	3	Greenville-Spartanburg, South Carolina Trip Press Conference [to See the Textile Situation] – November 7-8, 1983
	4	Holiday Fire Safety Proclamation Meeting, San Francisco, California – November 9, 1982
	5	Holiday Toy Safety Campaign, Houston-Dallas, Texas – December 6-7, 1983
	6	Houston Chamber of Commerce Breakfast – March 25, 1982
	7	[IKEA of Sweden] – 1983
	8	Milwaukee Consumer Symposium – February 20, 1984
		National Conference on Fire Toxicity
	9	June 26, 1984
	10	June 26, 1984
		National Conference on Product Safety
	11	December 6-7, 1982
	12	March 5-6, 1984
7	1	National Home Safety Conference, Birmingham, England – June 9-10, 1982
		National Poison Prevention Week
	2	Houston, Texas – March 24-25, 1982
	3	News Conference, Washington, D.C. – March 20, 1984
	4	White House Ceremony and CPSC Office Reception – March 22, 1982

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>	
Nancy Harvey Steorts			
Consumer Product Safety Commission (CPSC), 1981-1984			
7	5	National Retailers Conference – September 24-25, 1984	
	6	National Safety Council Visit, Chicago, Illinois – 1982	
	7	Northern Virginia Joint Committee on Fire and Arson Investigations Award, Washington, D.C. – August 23, 1983	
		Nursery Equipment Safety Press Conference	
	8	[Investigation Report] – 1983 [Protect Your Child: A Safety Program]	
	9	October 29, 1984	
	10	October 29, 1984	
	11	New York Regional Office Symposium – November 21, 1983	
	12	Older Consumer Pilot Program – February 20, 1984	
	13	Peninsula Women’s Network, Newport News, Virginia – March 12, 1983	
	8	1	Philadelphia Trip, National Consumers Week – April 29, 1982
		2	Public Hearing on Smoke Detectors – [October 4, 1982]
		3	Public Relations Society of America National Convention’s Luncheon and Reception, San Francisco, California – November 8, 1982
4		Reception on the Election of Chairman Nancy Steorts – [c. July 27, 1981]	
5		Rollins, Ed – [c. 1983] Smoke Detector Campaign	
6		Baltimore, Maryland – October 11, 1983	
7		Bellevue, Washington – [c. 1983]	
8		Boston, Massachusetts – October 8, 1983	
9		Fairfax County, Virginia – October 14, 1983	
10		Glen Echo, Maryland – October 14, 1983	
11		Hartford, Connecticut – October 12, 1983	
12		Montgomery County, Maryland – October 14, 1983	
13		Pittsburgh, Pennsylvania – October 13, 1983	
14	Prince George’s County, Maryland – October 14, 1983		
15	Washington, D.C.: Brief Ceremony before the Public Hearing on Smoke Detectors – [October 4, 1982]		
16	SOCAP (Society of Consumers Affairs Professionals in Business) Eighth Annual Conference, “Pathways to the Future,” Los Angeles, California – October 28, 1981		

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
Nancy Harvey Steorts		
Consumer Product Safety Commission (CPSC), 1981-1984		
8	17	Swearing In Ceremony of Martin Howard Katz as CPSC General Counsel – [c. April 13, 1982]
9	1	Swearing In Ceremony of Nancy Steorts as Chairman – August 3, 1981
	2	Toy/Holiday Safety News Conference, Atlanta, Georgia – December 5, 1983
	3	Toy Manufacturers of America, New York City – September 14, 1982
	4	Toy Safety Bill Hearing, Milwaukee/Madison, Wisconsin – [March 1984]
	5	[March 1984]
	6	Toy Safety Campaign News Conference, Washington, D.C. December 4, 1981
	7	November 30, 1983
	8	Toy Safety Tests – [c. 1984]
	9	Upholstered Furniture Action Council (UFAC) Press Conference, High Point, North Carolina – October 24, 1981
	10	Western Regional Office [Visit] 1982
	11	1982 (
	12	Whirlpool – 1984
10	1	Miscellaneous – 1981-1984

Presidential Elections and Inauguration Papers Series

2 1981 Inaugural. Candlelight Dinner – January 18, 1981

**CREEP [Committee for the Re-election of the President
(Richard M. Nixon)] Series**

3 National Advisory Committee (Women): White House
Reception to Honor the Members – October 6, 1972
4 [c. 1972]

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Nancy Harvey Steorts
		Dallas Citizens Council, 1985-1988
10	5	An Equal Opportunities Lesson from the Dallas World of Business – [c.1986]
	6	Battery Park City, Manhattan – [c. 1986]
	7	[“Futures for Youth: An International Challenge” Symposium, Boston, Massachusetts] – 1986
	8	Great Britain Trip – 1987
	9	Heidelberg Castle, Germany – 1985
		Nancy Harvey Steorts & Associates, Dallas, 1985-1988
		Boyden, 1988-1989
	10	1988
		Nancy Harvey Steorts International, 1989-Present
	11	Brochure Photos – [c. 1989]
	12	Meeting of the Standards Working Group of the Russian- American Business Development Committee, St. Petersburg, Russia – September 8-9, 1992
	13	[Packet about the Business] – [c. 1990]
	14	Quorum: Florida Convention – 1994
		Miscellaneous Photographs
	15	1970s-1990s
		General Files Series
	16	Expo '74 World's Fair, Spokane, Washington – 1974
		Women Series
	17	American Association of University Women – 1970-1971 Executive Women in Government
	18	Luncheon Honoring the Astronauts of the Challenger – The Space Shuttle's Seventh Flight – July 21, 1983

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
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Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
Women Series		
11	1	Executive Women in Government Luncheon with John Herrington, Assistant to the President for Personnel – November 18, 1983
	2	Nancy Harvey Steorts Assumes the Presidency – January 27, 1983
	3	Rose Garden Ceremony at the White House Marking the 10 th Anniversary of the Organization – September 19, 1983 International Women’s Forum
	4	“Encuentro de Primavera en Mexico” Spring Retreat, Mexico City, Mexico – April 26-29, 1995
	5	National Association of Women Business Owners (NAWBO) Trade Mission to Europe – 1985
	6	Rock Creek Women’s Republican Club Tea and Dance Fund Raiser – November 1, 1981
	7	Seger, Dr. Martha – [c. 1990]
	8	Welcome Wagon Club – [c. 1971]
Ronald Reagan White House Years		
	9	CPSC Chairman Nancy Harvey Steorts Shaking Hands with Vice President George H.W. Bush – [c. 1984]
	10	Meeting with the National Multiple Sclerosis Mother and Father of the Year and Frank Sinatra – July 3, 1981
	11	The White House – [c. 1980s]
Other Individuals		
	12	Agnew, Spiro T. Vice President of the United States of America (1969-1973) – [c. 1969-1973]
	13	Al Hussein, Noor. Queen of Jordan – [c. early 1980s]
	14	Armitage, Constance D. [President of the National Federation of Republican Women (1972-1975); member of the President’s Commission on Hostage Compensation (1981-?)] – [c. 1980]
	15	Armstrong, Anne Legendre. [Co-chairman of the Republican National Committee (1971-1973); counselor to the President (1973-1974); U.S. Ambassador to Great Britain and Northern Ireland (1976-1977)] – [c. 1980]
	16	Baker, Howard. [U.S. Senator from Tennessee] – [c. 1980]
	17	Banuelos, Romana. [Treasurer of the United States] – [c. 1970s]

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Other Individuals
11	18	Bentley, Helen. [Commissioner of the Federal Maritime Commission] – [1972]
	19	Bertini, Catherine. Manager of State and Local Public Affairs Container Corporation of America – [c. 1980]
	20	Brock, William Emerson, III. [Chairman of the Republican National Committee] – [1980]
	21	Brooks, Mary. Director of the United States Mint – 1972
	22	Burns, Barbara. Deputy Assistant Secretary, Consumer Affairs, U.S. Department of Health, Education and Welfare – [c. early 1970s]
	23	Bush, George H. W. Vice President (1981-1989) and President (1989-1993) of the United States – [c. 1972-1980]
	24	Butz, Mary Emma Powell. [Wife of U.S. Secretary of Agriculture Earl Butz] – [c. early 1970s]
	25	Charles and Diana, Prince and Princess of Wales. Visit to the Brixton Enterprise – 1986
	26	Charles, Prince of Wales. Business in the Community Meeting – 1986
	27	Chennault, Anna Chen. [Member and Vice Chairman of the President’s Export Council (1981-1985)] – [c. 1980]
	28	Cox, Mrs. Tricia Nixon. Release of the New Mint Publication, “Our American Coins” – June 12, 1972
	29	DiMartino, Rita. District Manager, Public Relations, AT&T, New York City – [c. 1980]
	30	Dole, Elizabeth Hanford. [Executive Director, President’s Commission for Consumer Interests, Washington (1968-1971); Commissioner, Federal Trade Commission (1973-1979); Assistant to the President for Public Liaison (1981-1983)] – [c. early 1970s], 1980
	31	Dole, Robert. [United States Senator from Kansas (1969-1996)] – [c. 1980]
	32	Eisenhower, Julie Nixon. [Younger Daughter of President Richard and First Lady Patricia Nixon] – [c. early 1970s]
	33	Eisenhower, Mamie. Former First Lady of the United States (1953-1961) – 1971
	34	Finch, Carol Jean. [Married to U.S. Secretary of Health, Education and Welfare Robert Finch] – [c. early 1970s]

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
Other Individuals		
11	35	Fisher, Susan G. [Banker who was a member of the National Women's Coalition, a group of some 70 business and professional women assembled by the Republican National Committee to persuade women to vote for President Reagan] – 1980
	36	Gaynor, Margaret C. Associate Director for Congressional Relations, Office of Economic Opportunity – [c. early 1970s]
	37	Goldwater, Barry. [United States Senator from Arizona (1953-1965; 1969-1987)] – [c. 1980]
12	1	Hauser, Rita E. [Representative to the United Nations Humans Rights Commission] – [c. 1970s-1980s]
	2	Helms, Jesse. [United States Senator from North Carolina (1973-2003)] – [c. 1980]
	3	Hills, Carla Anderson. [U.S. Secretary of Housing and Urban Development (1975-1977)] – [c. 1980]
	4	Hitt, Patricia Reilly. [Became National Co-chair of the Nixon-Agnew Campaign in 1968, the first woman to hold such a post in either party; served as Assistant Secretary for Community and Field Services, U.S. Department of Health, Education and Welfare] – [c. early 1970s]
	5	Hodgson, Maria. [Wife of U.S. Secretary of Labor James D. Hodgson] – [c. very early 1970s]
	6	Hodgson, Maria. Visits Elderly – 1972
	7	Hsu, Ming. [New Jersey's Division of International Trade] – [c. 1980]
	8	Hussein I [Hussein Ibn Tala]. King of Jordan – [c. early 1980s]
	9	Hutar, Patricia. [Director of Volunteers, Committee for the Re-election of the President [Nixon] (CREEP)] – [c. 1972]
	10	Hutchinson, Kay Bailey. Senior Vice President/General Counsel, Republic of Texas Corporation – [c. 1980]
	11	Jepsen, Dee – [1980]
	12	Jornlin, Mary D. County Executive, New Castle County, [Delaware] – [1980]
	13	Kassebaum, Nancy Landon. [United States Senator from Kansas (1978-1997)] – [c. 1980s]
	14	Kaufman, Judith Moore – [c. 1972]
	15	Keeshan, Bob. ["Captain Kangaroo"] – [c. early 1970s]

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
Other Individuals		
12	16	Kennedy, [Lenora Bingham]. [Wife of U.S. Secretary of the Treasury David M. Kennedy] – [c. 1972]
	17	Knauer, Virginia. [Special Assistant to The President for Consumer Affairs (1969-1977); Director of the U.S. Office of Consumer Affairs, Washington (1971-1977, 1981-1988); Special Advisor to the President for Consumer Affairs (1981-1988)] – [c. 1973-1980s]
	18	Laxalt, Paul. [United States Senator from Nevada (1974-1986)] – [c. 1980]
	19	Mazon, Rosemary. Senior Vice President, Planning and Export Expansion, Export-Import Bank of the United States – [c. early 1970s]
	20	Michel, Laurie L. [Lawyer and member of the Federal Judicial Center Foundation Board 1989-2006] – [c. 1980s]
	21	McClure, Louise Miller. [Wife of James A. McClure, United States Senator from Idaho (1973-1991)] – [c. 1980]
	22	Murphy, Betty Southard. [Baker & Hostetler] – [c. early 1970s]
	23	Musselman, Elaine M. (“Cissy”). [President of the Louisville Area Chamber of Commerce and Managing Director of Harrison Company, an insurance agency] – [c. 1980]
	24	Newman, Constance Berry. [Director of VISTA (Volunteers in Service to America) (1971-1973)] – [c. early 1970s]
	25	Nixon, Richard Milhous. [37 th President of the United States (1969-1974)] – [c. early 1970s], 1990
	26	Ray, Dixie Lee. [Chairman of the U.S. Atomic Energy Commission (1973-1974)] – [c. early 1970s]
	27	Reagan Family Portrait. 1981 Inaugural – 1981
	28	Reagan, Nancy Davis. [First Lady of the United States (1981-1989)] – [c. 1980s]
	29	Reagan, Ronald Wilson. [40 th President of the United States (1981-1989)] – [c. 1980s]
	30	Reagan, Ronald and Nancy. [President and First Lady of the United States] – [c. 1980s]
	31	Rendel, Betty J. [President of the National Federation of Republican Women (1981-1985)] – [c. early 1970s]
	32	[Richardson, Anne Francis Hazard. Wife of U.S. Secretary of Health, Education and Welfare Elliot L. Richardson] – [c. early 1970s-1980]

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
Other Individuals		
12	33	Rogers, Adele Langston. Wife of U.S. Secretary of State William P. Rogers] – [c. early 1970s]
	34	Romney, George W. [U.S. Secretary of Housing and Urban Development] – [c. early 1970s]
	35	[Romney, Lenore LaFount. Wife of U.S. Secretary of Housing and Urban Development George W. Romney] – [c. early 1970s]
	36	Roth, Jane Richards. [Judge, U.S. District Court, Wilmington, Delaware (1985-1991). Her husband was William V. Roth, Jr., U.S. Senator from Delaware (1971-2001)] – [c. 1980s]
	37	[Rumsfeld, Joyce Pierson. Wife of Donald H. Rumsfeld, Counselor to the President and Director of the Economic Stabilization Program] – [c. early 1970s]
	38	Schweiger, Claire. [Married to Larry J. Schweiger who worked for the National Wildlife Federation] – [c. early 1970s]
	39	Sheldon, Georgiana. [Commissioner of the Federal Power Commission (1977-1985)] – [c. early 1970s]
	40	Simpson, Alan, and his wife, Susan Ann (Ann) Schroll. [He was United States Senator from Wyoming (1979-1997)] – [c. 1980]
13	1	Smith, Mary Louise. [Vice Chair of the U.S. Commission on Civil Rights (1981-1984)] – [c. 1980]
	2	Spain, Jayne Baker. [Vice Chairman of the President’s Committee on Employment of the Handicapped (1966-1982)] – [c. 1970s]
	3	Spencer, Jean. [Special Assistant to the Vice President for Research (1969-1973)] – [c. early 1970s]
	4	Stafford, Helen K. – [c. early 1970s]
	5	Steorts, Deborah. [Nancy Harvey Steorts’ Daughter] – [c. 1970s]
	6	Stuart, Constance C. [Served simultaneously as Staff Director and Press Secretary for First Lady Patricia Nixon (1969-1973)] – [c. early 1970s]
	7	Thurmond, Nancy Moore. [Wife of Strom Thurmond, United States Senator from South Carolina] – [c. 1980s]
	8	Tower, Lilla Burt Cummings. [Director of the Institute of Museum Services, U.S. Department of Education (1981-1983)] – [c. 1980s]
	9	Twyman, Margaret. Director of the Secretariat to the United States Advisory Commission on International Educational and Cultural Affairs – [c. early 1970s]
	10	Wallg, Judy – [c. early 1970s]

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Photographs

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Other Individuals
13	11	Walsh, Ethel Bent. [Commissioner of the Equal Employment Opportunity Commission (1971-1980)] – [c. early 1970s]
	12	Weinberger, Jane Dalton. [Wife of U.S. Secretary of Defense Caspar W. Weinberger] – [c. early 1970s]
	13	Winchester, Lucy Alexander. [Social Secretary for First Lady Patricia Nixon (1969-1974)] – [c. early 1970s]
	14	Wives of President Nixon's Cabinet – [1972]
	15	Woods, Rose Mary. [Private Secretary to President Richard M. Nixon (1969-1974)] – [c. early 1970s]

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
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Slides

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Nancy Harvey Steorts
		Portrait Photos
13	16	Stewart Charles Cohen Photography – 1985
		U.S.D.A.
	17	Meeting with Elinor C. Guggenheimer, Commissioner of Department of Consumer Affairs, New York City – [c. 1974]
	18	Unidentified Trip – 1974
	19	What’s Happening to Food Prices, Seattle, Washington – 1973
		CPSC
	20	CPSC Engineering Lab Visit – [1982]
	21	<i>Family Circle</i> Magazine: Photos of Nancy H. Steorts with Space Heaters – 1984
	22	Holiday Toy Safety Campaign, Houston-Dallas, Texas – 1983
	23	Owens-Corning Fiberglas Corporation, Granville Technical Center, Granville, Ohio – 1983
	24	Smoke Detectors: [Life Safety Kit] – 1981
	25	Miscellaneous Slides: [Mixed Events] – [c. 1981-1984]
		Nancy Harvey Steorts International
14	1	Quorum: Securing Life – [1990s]
	2	Miscellaneous Slides – [c. 1970s]

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Negatives

<u>Box</u>	<u>Folder</u>	<u>Title</u>
		Nancy Harvey Steorts
		Portrait Photos
14	3	[c. 1970]
	4	1973
	5	[c. 1976]
	6	1981
		Personal
	7	Reappraisal Appeal: Dallas, Texas Residence – 1986
	8	Miscellaneous Negatives – [c. 1940s-1950s]
		CPSC
	9	Swearing In of Nancy Harvey Steorts as Chairman of CPSC – August 3, 1981
		CREEP [Committee for the Re-election of the President (Richard M. Nixon)] Series
	10	National Advisory Committee (Women): White House Reception to Honor the Members – October 6, 1972
		Nancy Harvey Steorts International, 1989-Present
	11	Brochure Photos – [c. 1989]
	12	Packet about the Business – [c. 1990]
		Women Series
	13	National Association of Women Business Owners (NAWBO) Trade Mission to Europe – 1985

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Oversize

Box Folder Title

Other Individuals

1	1	Armitage, Constance. President of the National Federation of Republican Women (1972-1975) – [c. early 1980s]
	2	Banuelos, Romana. Treasurer of the United States – [c. early 1970s]
	3	Bedell, Catherine May. Chairman of the United States Tariff Commission – [c. early 1970s]
	4	Bentley, Helen Delich. Commissioner of the Federal Maritime Commission – [c. early 1970s]
	5	Brooks, Mary. Director of the United States Mint – [c. early 1970s]
	6	Burgess, Isabel. Member of the National Transportation Safety Board – [c. early 1970s]
	7	Burns, Barbara. Deputy Assistant Secretary, Consumer Affairs, U.S. Department of Health, Education and Welfare – [c. early 1970s]
	8	Eppley, Evelyn. Chairman of the Board of Contract Appeals, U.S. General Services Administration – [c. early 1970s]
	9	Gaynor, Margaret . Associate Director for Congressional Relations, Office of Economic Opportunity – [c. early 1970s]
	10	Hanford, Elizabeth. Deputy Director, Office of Consumer Affairs, The White House (1968-1971) – [c. early 1970s]
	11	Hanks, Nancy. Chairman of the National Endowment for the Arts – [c. early 1970s]
	12	Hitt, Patricia Reilly. Assistant Secretary for Community and Field Services, U.S. Department of Health, Education and Welfare – [c. early 1970s]
	13	Knauer, Virginia. Special Assistant to The President for Consumer Affairs (1969-1977) – [c. early 1970s]
	14	Mazon, Rosemary. Senior Vice President, Planning and Export Expansion, Export-Import Bank of the United States – [c. early 1970s]
	15	Newman, Constance Berry. Director of VISTA (Volunteers in Service to America) (1971-1973) – [c. early 1970s]
	16	Patton, Sally Ann. Associate, Domestic Counsel, The White House – [c. early 1970s]
	17	Reid, Charlotte Thompson. [Commissioner, Federal Communications Commission (1971-1976)] – [c. early 1970s]
	18	Sheldon, Georgiana. Deputy Director, Office of Civil Defense, U.S. Department of the Army (1977-1985) – [c. early 1970s]
	19	Spain, Jayne Baker. [Vice Chairman of the President’s Committee on Employment of the Handicapped (1966-1982)] – [c. 1970s]

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
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Oversize

<u>Box</u>	<u>Folder</u>	<u>Title</u>
Other Individuals		
1	20	Spencer, Jean. [Special Assistant to the Vice President for Research (1969-1973)] – [c. early 1970s]
	21	Stuart, Constance C. Staff Director to the First Lady Patricia Nixon (1969-1973) – [c. early 1970s]
	22	Twyman, Margaret. Director of the Secretariat to the United States Advisory Commission on International Educational and Cultural Affairs – [c. early 1970s]
	23	Uccello, Antonia. Director of the Office of Consumer Affairs, U.S. Department of Transportation – [c. early 1970s]
	24	Walsh, Ethel Bent. [Commissioner of the Equal Employment Opportunity Commission (1971-1980)] – [c. early 1970s]
	25	Whitman, Marina von Neumann. Member of the Council of Economic Advisors (1972-1973) – [c. early 1970s]
	26	Winchester, Lucy Alexander. [Social Secretary for First Lady Patricia Nixon (1969-1974)] – [c. early 1970s]
	27	Woods, Rose Mary. [Private Secretary to President Richard M. Nixon (1969-1974)] – [c. early 1970s]
2		One 19 1/2" x 23 3/8" colored photo of U.S. President Richard M. Nixon addressing the United Nations, 23 October 1970. He was giving his speech, "The World Interest: A Generation of Peace."
		One 23" x 17 3/4" black-and-white photo of U.S. President Richard Nixon, in a tuxedo, speaking while First Lady Patricia Nixon, in a high-necked evening gown, stands next to him and looks at him, 16 May 1971.
		One 18 1/4" x 22 1/4" colored photo of U.S. President Richard M. Nixon addressing a crowd while First Lady Patricia Nixon sits next to him. She is smiling and holding some flowers, 6 August 1971.
		One 19" x 24" colored photo of U.S. First Lady Patricia Nixon (center, right side) walking in the gardens with another blonde-haired woman (may be her daughter Tricia) at the Nixons' home, Casa Pacifica, The Western White House, in San Clemente, California, 20 August 1971.
		One 16" x 23 1/2" black-and-white photo of U.S. President Richard Nixon addressing the American Legion's Annual National Convention in Chicago, Illinois, 24 August 1972.

MSS 123, NANCY HARVEY STEORTS PAPERS, PHOTOGRAPHS, SERIES 14 (1951-1995),
CONTAINER LIST

Oversize

<u>Box</u>	<u>Folder</u>	<u>Title</u>
2		Two 12 1/2" x 14 1/2" colored photos of Nancy Harvey Steorts, Chairman of the U.S. Consumer Product Safety Commission, attending the Spring Briefing of the Republican Senatorial Inner Circle on March 25-27, 1984. In photo one, Steorts (left side) is standing next to George Dunlap (right side). In photo two, Steorts (first right) is standing with Catherine Lambrecht and Carl Lambrecht (left to right).

Series 15: Audio/Visual Series, 1973-1991; bulk 1974-1984

27.559375 cubic feet consisting of 156 cassette tapes, 22 reel-to-reel tapes and 44 video tapes.

The Audio/Visual Series consists of audio cassette tapes, reel-to-reel audio tapes and video tapes.

Materials in this series cover the period 1973-1991. The bulk of the materials dates from 1974 to 1984 and contain audio and visual materials that pertain to Steorts' career, especially the periods when she was the Special Assistant to the U.S. Secretary of Agriculture for Consumer Affairs (1973-1977) and Chairman of the U.S. Consumer Product Safety Commission (1981-1984).

The series consists of two sub-series: **Audio Materials** and **Visual Materials**. **Audio Materials** are arranged alphabetically by the titles. **Visual Materials** are arranged both chronologically and alphabetically because some of the video tapes have more than one subject on them.

The **Audio Materials** (Sub-series 15.1, 9 boxes, .559375 cubic feet) contain audio tapes which mainly relate to Steorts' work as the Special Assistant to the U.S. Secretary of Agriculture for Consumer Affairs (1973-1977). Many of the tapes were made by Steorts and her staff, as well as other individuals attending the events. Steorts and other individuals, e.g., U.S. Secretary of Agriculture Earl L. Butz, make comments on the audio tapes. The audio tapes cover such topics as looking at the consumer through history, the changing role of women in the workplace, consumer choices are the driving force of a market economy, management perspectives and politics, re-pricing in supermarkets, and food prices. Other topics include Steorts' testimony on home canning lids and an interview with her regarding portion choices. In addition, there are cassette tapes related to conferences like the Food Editors' Conference, the Mid-America Red Meat Marketing Conference and the White House Conference on Consumer Representation. Furthermore, there are audio tapes related to the women's marketing firm, Successful, Inc., which was founded by Susan A. Davis and Nancy Harvey Steorts in Washington, D.C. in 1979. Topics of those audio tapes include success in communications, success in entrepreneurship and success in management.

The **Video Materials** (Sub-series 15.2, 6 boxes, 27 cubic feet) contain video tapes which pertain to Steorts' work as the Chairman of the U.S. Consumer Product Safety Commission (1981-1984). Many of the video tapes were made by monitoring/media companies, as well as Steorts' staff at the Consumer Product Safety Commission. Steorts and other individuals appear in the video tapes. The video tapes cover such topics as kerosene heaters, elderly consumers safety project, toy safety, Johnson & Johnson's Tylenol crisis, formaldehyde, as well as fire protection and smoke detectors. Also included is a video tape of the press conference regarding Steorts' resignation as Chairman of the U.S. Consumer Product Safety in November 1984. However, it should be noted that a few video tapes relate to the Dallas Citizens Council, the 1985 Trade Mission Trip to Europe (England, Germany and Spain), and the Malcolm Baldrige National Quality Award.

This series is indexed under the following terms in the University Libraries' online catalog. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.

Subjects:

Acetaminopben [Tylenol]
Butz, Earl L. (Earl Lauer), 1909-
Canning and preserving—Equipment and supplies
Consumer Participation—United States
Consumer protection—United States—Citizen participation
Consumers—history
Drugs—Packaging—Safety measures
Drug adulteration—Prevention
Fire detectors—United States
Fire prevention—United States
Food portions
Food prices—United States
Formaldehyde
Glass container industry—United States
International Women's Year, 1975—United States
Johnson & Johnson
Kerosene heaters
Malcolm Baldrige National Quality Award
Management—Political aspects
Nancy Harvey Steorts International
National Association of Women Business Owners (U.S.)
Supermarkets—United States
Total quality management—United States
Toys—Safety regulations—United States
United States. Dept. of Agriculture
United States. Dept. of Agriculture. Special Assistant to the Secretary for Consumer Affairs—
 Officials and employees
U.S. Consumer Product Safety Commission
U.S. Consumer Product Safety Commission—Officials and employees

MSS 123, NANCY HARVEY STEORTS PAPERS, AUDIO-VISUAL MATERIALS,
SERIES 15 (1973-1991), CONTAINER LIST

Audio Materials

<u>Box</u>	<u>Folder</u>	<u>Title</u>
1		Second Testimony on Home Canning Lids – July 22, 1975 A Look at the Consumer through History About Women Davis/Steorts – September 19, 1979 Agriculture’s Public Appearance Animal Agriculture Press Conference – January 1975 ASCS Speech – September 11, 1973 Atlanta Conference – January 19, 1976 Benjamin Britten – January 1, 1976 Boston Regional Consumer Conference – January 16, 1976 Careers UNLTD – March 14, 1978 Changing Role of Women in the Workplace Clayton Yeuther, 50 th Annual Conference FLB – June 19, 1973 Consumer Choice: The Driving Force of a Market Economy – January 1, 1976 Consumers Attitudes toward Agriculture Conversations with Consumers – December 18, 1977 Demonstration Cassette Dictating Tips for Dictator/Transcribing Tip For Secretary Dynamic Communication: Conflict resolution, Negotiation, Decision- Making Excerpts Form Nancy Steorts' Talk – October 21, 1974 Exploration Farm Appreciation week – September 14, 1973
2		Finance Fiske Show – September 14, 1979 Food Editors Conference – October 13, 1974 Food Growers Luncheon – April 10, 1974 Food Production, Processing Food Productivity and Cost Conference – October 31, 1974 Food Ingredients Conference GE Consumers Career GE Consumers Institute Gen. Fed. Of Women’s Clubs – October 15, 1973 General Session Grocery Manufacturers of Washington – February 20, 1975 Heib Meeting: United Nations Building – February 4, 1975 Holbrook Showcase Home Canning Hearings: Testimony of Con. Advisor to President – June 24, 1975 Home Canning Press Conference – March 10, 1975 Home Economics Seminar, Produce Marketing Association – 1974

MSS 123, NANCY HARVEY STEORTS PAPERS, AUDIO-VISUAL MATERIALS,
 SERIES 15 (1973-1991), CONTAINER LIST

Audio Materials

<u>Box</u>	<u>Folder</u>	<u>Title</u>
2		International Platform Association – August 2, 1977 Keys to Managing Stress Management
3		Management Perspectives/Management Politics Maximizing Your Career Strengths Mexico City Radio Interview – December 3, 1975 Mid-America Dairymen – March 9, 1977 Mid-America Red Meat Marketing Conference – January 16-17, 1975 National Convention of Communication – June 2, 1975 NBC/WRC Interview: Overall Activities – September 10, 1975 Nancy Harvey Steorts’ Testimony, Home Canning Hearings – June 24, 1975 Nutrition Hearings – September 27, 1977 New York State Home Economics Association – May 14, 1975 Other Agencies Agriculture – January 30, 1976 Outlook Conference – 1975 OZARK – March 1977 PAARLBERG – September 6, 1973 Pacesetter Dinner Panel Discussion on Consumerism (Snaxpo) – 1977 Panel – Image of Women Lobbyist PMA-17 Third General Session – 1974 Portion Interview – December 8, 1975
4		Presentation of Arents Medal for Excellence in Government – May 22, 1976 President’s Consumer Advisory Council – December 12, 1975 Press Interviews: National Restaurant Association – May 14, 1975 “Product Safety: A New Era” Radio Interview, KDEN Radio, Denver, Colorado – February 18, 1975 Re-pricing in Supermarkets – January 1975 Richmond Report – August 26, 1979 Ron Eisenberg Show – April 26, 1982 Sales and Marketing South Carolina Home Economics Association – February 21, 1975 Secretary of Agriculture Earl Butz – Consumer Interview So Now You’re on Board – 1977 Southern Grass Belt Beef Marketing Conference – December 18, 1974 Southern Grass Belt Beef Marketing Conference Remarks – December 18, 1974 Steorts Testimony on Dietary Guidelines before U.S. Senate – February 20, 1980

MSS 123, NANCY HARVEY STEORTS PAPERS, AUDIO-VISUAL MATERIALS,
SERIES 15 (1973-1991), CONTAINER LIST

Audio Materials

<u>Box</u>	<u>Folder</u>	<u>Title</u>
4		Steorts Mid-America Red Meat/ Bill Vasetine – January 16, 1975 Steorts Press Conference, Nashville, Tennessee – January 9, 1975 Success in Communications Success in Entrepreneurship
5		Success in Government Success in Management Summary, Mid-America Conference – January 16, 1975 Teddy Bart Show – January 9, 1975 Teddy Bart Show 2:30-3:00 – January 9, 1975 Third General Session Thomas B. Burke Tom Merrill: Testimony before Senate – July 12, 1977 Transportation W1. Third General Session W6. Extension Service Wanamaker's – January 14, 1975 What's Happening to Food Prices? White House Consumer Representation Conference – January 19, 1976 White House Conference on Consumer Representation #1 #2 Women's Day in Agriculture – June 13, 1975 #1 #2
6		Women's Forum on Security – February 24, 1975 WTOP Call for Action – September 9, 1979 WXLW Radio Indianapolis, Indiana – October 15, 1978 Your Consumer Interest and Federal Government 6A Legislation Update 6B Legislation Update 8A Government Activities 8B Government Activities 9A Industry Update 9B Industry Update 10A Nutrition and Legislation 11A Esther Peterson
7		Consumer Comments, Consumers and Beef Prices, Net Weight Proposal Consumer Affairs Conference – March 14, 1974 Tape # 1 Tape # 2

MSS 123, NANCY HARVEY STEORTS PAPERS, AUDIO-VISUAL MATERIALS,
SERIES 15 (1973-1991), CONTAINER LIST

Audio Materials

<u>Box</u>	<u>Folder</u>	<u>Title</u>
7		Consumer Affairs Conference – March 14, 1974 Tape # 3 Conversation for Consumers – November 3, 1977 Labeling – August 7, 1974 Nancy Steorts Consumer Plans – February 27, 1976 Nancy Steorts KOMO-TV – August 29, 1973 “Pop Top” Special Report – November 16-17, 1974 “Your Community in Action” U.S. Department of Agriculture Consumer Comments Consumers and Beef Prices U.S. Department of Agriculture Net Weight Proposal
8		NO TITLES (21 Tapes)
9		NO TITLES (5 Tapes, 10 Mini Tapes)

MSS 123, NANCY HARVEY STEORTS PAPERS, AUDIO-VISUAL MATERIALS,
SERIES 15 (1973-1991), CONTAINER LIST

Video Materials

<u>Box</u>	<u>Folder</u>	<u>Title</u>
1		A Better Way – November 4, 1976 #1 #2 American Showcase Theatre Dream (Revised) – January 24, 1990 Christmas Toy Safety – December 5, 1983 Conversations with Joan Baillon CPSC Releases Report on Kerosene Heater Safety – January 9, 1983 Dallas Citizens Council
2		Edleman Productions 1988 Annual Report – February 13, 1989 #1 #2 Elderly Consumers Safety Project – September 17, 1984 Enterprise Ride/ Toy Safety – December 12, 1983 #1 #2 Expanding Small Business Opportunities for Small Bankers
3		TMA [Toy Manufacturing Association]: Toy Safety – Christmas 1983 – December 1983 J&J Tylenol Crisis (20/20 ABC-TV) – February 20, 1986 #1 #2 Malcolm Baldrige National Quality Award – February 1991 New England Afternoon/Kerosene Heaters – February 10, 1984 Panorama Segment – January 27, 1980
4		"Portrait of Success" Better Business Bureau Postscripts – June 14, 1983 Public Service Announcement (Smoke Detector) Quality or Else Quest for Excellence – 1991 Senior Citizens Information: Interview with Senator [John] Heinz [of Pennsylvania] – 9/17/84 The Animal Testing Option: A question of values The Dollars and Sense of Exporting #1 #2
5		The Fight to Breathe Free: The Northern New England Coalition on Air Quality Today at MCP [Medical College of Pennsylvania] – Fall 1985 Women's Issues Panorama – November 1, 1983 1985 Trade Mission [Trip]

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SERIES 15 (1973-1991), CONTAINER LIST

Video Materials

<u>Box</u>	<u>Folder</u>	<u>Title</u>
5		<u>Tape 1:</u> V-1 Customers at Risk – June 1981 V-2 National Holiday Toy Safety Press Conference – December 4, 1981 V-3 Holiday Safety – December 17, 1981 V-4 Interview with the Chairman – January 26, 1982 V-5 CPSC Testing Houston Fire Materials – April 4, 1982 V-6 Aluminum Wiring – May 13, 1982 V-7 CPSC Recognition Day – May 12, 1982 V-8 Fireworks, 1982 – June 28, 1982 <u>Tape 2:</u> V-9 “Dollars and Sense” – August 12, 1982 V-10 “Formaldehyde” – October 12, 1982 V-11 Halloween Costumes – October 26, 1982 V-12 Wood Heating – November 1, 1982 V-13 Kerosene Heaters – November 19, 1982 V-14 ADA Today Survey – December 1, 1982 V-15 Chairman Interview – December 17, 1982 V-16 Toy Safety – December 1982 V-17 CPSC Citizens Alert – December 1982 V-18 CPSC Hearing on Wood Stoves – January 11, 1983
6		<u>Tape 2 Duplicate</u> <u>Tape 3:</u> V-19 CPSC Hearing on Wood Stoves – January 11, 1983 V-20 CPSC Hearing on Wood Stoves – January 11, 1983 V-21 Safe Toys – January 14, 1983 V-22 CPSC Tape: President Proclaiming Poison Prevention Week – February 14, 1983 V-23 Crib Safety with Chairman – April 9, 1983 V-24 “Ask Washington” with Chairman – April 10, 1983 <u>Tape 4:</u> V-25 CPSC Tape: Engineering Test for Media – May 9, 1983 V-26 CPSC Investigate Playpen – May 12, 1983 V-27 Interview with Chairman Steorts – May 24, 1983 V-28 Honeywell Smoke Detectors – May 24, 1983 V-29 Overland Park, Kansas Cable Interview – May 1983 V-30 Bob Brown Show: Interview with Chairman Steorts – June 10, 1983 V-31 Chairman Steorts Interview on Guard Rails – August 5, 1983 V-32 CPSC Export Policy – September 14, 1983

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SERIES 15 (1973-1991), CONTAINER LIST

Video Materials

<u>Box</u>	<u>Folder</u>	<u>Title</u>
6		<u>Tape 4:</u> V-33 Comments on Violence in the Family – September 19, 1983 V-34 Chairman’s Report on fire protection/Smoke Detectors – October 9, 1983 V-35 Chairman Proclaims Fire Prevention Week – October 11, 1983 V-36 Dallas Fair Accident – October 24, 1983 V-37 Kerosene Heaters by John Stoessel – October 27, 1983 V-38 Halloween Safety with Chairman Steorts – October 28, 1983 V-39 Chairman Steorts on Toys, Space Heaters, Toxicity – November 7, 1983 V-40 Hotel Fires – November 15, 1983 V-41 Holiday Toy Safety Press Conference – November 30, 1983 <u>Tape 5:</u> V-42 Chairman Tape for William Norris Agency – January 1, 1984 V-43 Home Heating Press Conference – January 19, 1984 V-44 Report on Causes of Vent Fires – March 7, 1984 V-45 Amusement Park Safety – May 14, 1984 V-46 CPSC Fireworks Program – June 15, 1984 V-47 Chairman on NBC Today Show – June 20, 1984 V-48 Chairman on Fireworks – July 2, 1984 V-49 Report on Toy Age Labeling – July 19, 1984 V-50 Chairman [Steorts] on Swimming Pool Accidents – August 6, 1984 V-51a: Asbestos Report – October 12, 1984 V-51b: Chainsaw Safety – October 16, 1984 V-52a: Chairman on Halloween Safety – October 19, 1984 V-52b: John Stoessel on Chainsaws – October 24, 1984 V-52c: Sheila Cast – October 24, 1984 V-53 Chairman Steorts’ Resignation Press Conference and Remarks – October 30, 1984 <u>Tape 6:</u> V-54 Chairman on Toy Safety – December 3, 1984 V-55 Fireworks; Baby Dynamite – December 3, 1984 V-56 Smoke Detector PSA’s Local Samples – December 3, 1984 V-57 Sheraton Dallas Tape “In Case of Fire” – December 3, 1984 V-58 CPSC Smoke Detector PSA – December 3, 1984 V-59 President Regan Private Sector Initiatives – December 3, 1984 V-60 UFAC PSA – December 3, 1984