

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

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<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	

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<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

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<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