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Memo to: John Maguire, Doug Palmer, Gloria YoungSing, Dick Brown,
Emile Adams (and others you feel ought to be informed)

From: Florence Howe

Subject: The Feminist Press and The Clearinghouse on Women's Studies
August 1972

This should serve as an annual report as well as a statement of plans for the academic year to come. Since it is also part of an effort to maintain formal records, I shall review some history.

As most of you know, I came to Old Westbury with the understanding that I would bring with me The Feminist Press and The Clearinghouse on Women's Studies. That is, Old Westbury would house these institutions and provide them with several services--chiefly phone, supplies, zeroxing, printing. The issue of a half-time secretary was never formally resolved. In November of last year I hired Toni Cerutti and paid her out of my salary. But the college has paid the wages of a student (Jean Mangi) who has worked in my office part time. All others who have worked with the Press have been unpaid.

On behalf of the Press and for the Clearinghouse, let me say that I am grateful for the College's support. We could not have accomplished all that we have this year without it. I trust that the good (and widely known) reputation of the Press and the Clearinghouse is some recompense both to the College and the SUNY system.

THE FEMINIST PRESS

1. We received formal notice of tax-exempt status on January 10, 1972. Our status is that of a public charity or educational institution. We have also been granted permanent status as a non-profit educational institution by the post office.
2. News/Notes #2, an occasional publication of the Press, appeared in May and was mailed to 9,000 in a fund-raising effort to cover costs of type-setting and printing books. This effort was modestly successful, especially with regard to gaining new Subscribers to the Press. (A Subscriber contributes \$25.00 annually and receives all books published--probably worth about \$12 to \$15 in cost; the additional money is tax-deductible for the individual and a contribution for us.)
3. Other fund-raising efforts have also been modestly successful. The New

York State Council on the Arts has granted the Press \$1,000--a matching grant, by the way, and we should be grateful for ideas here. The D.J.B. Foundation has granted us \$5,000 for general support, funds we will also put into printing books, since that money is, as we have discovered, hardest to come by. And The Rockefeller Family Fund has awarded the Press \$20,000 for an educational project (see description below). Most of the funds from the Rockefeller money will go to pay staff salaries, and obviously in very small amounts at that.

4. Publications: The Feminist Press published four books (The Dragon and the Doctor; Challenge to Become a Doctor; Elizabeth Barrett Browning; Elizabeth Cady Stanton). Three others are in production this summer and will appear as books in October. Eight others are ready to go into production this fall.

5. Educational projects: The Press was founded with a dual purpose, publications and education. Though we used much of the first two years to get the publications part going, in the spring of '72 we began to plan educational projects. The following are underway in Baltimore and in New York.

Baltimore: Women's Studies courses will be taught by Feminist Press staff at Catonsville Community College & Essex Community College in the Spring semester of the coming academic year; and at Morgan State College in a special summer program next summer. The Baltimore City school system has requested that the Press study, report, and advise on textbooks in three elementary schools: due date, January 1973; and the Baltimore County system has asked that the Press collaborate on a textbook project for a high school women's studies course. (These projects should be self-supporting, at least, to begin with. That is, there should be funds, from the institutions involved, the federal government, or private foundations, to pay the costs of staff salaries and to pay an additional amount to cover the costs of the Baltimore operation. In time, there should be additional overhead to help with the costs of printing books.)

New York: The Rockefeller Family Fund's \$20,000 will support a project called "Community Workshops on Children's Books." In three or four Long Island communities, we will organize voluntary committees of parents, teachers, and librarians to analyze the books currently available in schools and libraries for children; to establish guidelines for excellent children's books, and to plan strategies for putting the guidelines into practice. Through an advisory committee that includes Lillian Gerhardt, editor-in-chief of the School Library Journal, and Shirley McCune of the National Education Association (NEA), we expect that this project will receive national coverage and dissemination, and that its model and focus will be widely adopted by other communities. On Long Island we plan tentatively to work in Huntington, Westbury, Great Neck. The funds will be used to pay staff salaries.

In-service courses in Women's Studies. We will be offering two courses in September to teachers in the New York City school system. These will be taught by staff members of the Press, Verne Moberg and Martha Gershun. We are in the process of raising salaries from foundation grants and federal funds to cover these salaries. We have already a modest \$500 from special NEA funds (see below) to pay for the development of a curriculum unit from either one of these courses. In-service courses will also be offered by the Press, during the spring semester, to teachers in the Great Neck system, and possibly in other Long Island systems as well. There are nominal stipends

granted to cover salaries here, but we are in the process of gaining other funds to cover additional costs.

Relationship with the National Education Association. Shirley McCune of the NEA has funds from the Office of Education to support the first national conference on sexism in public education. The conference will be held at Arlie House, near Washington, on November 24, 25, 26. I am named as a chief consultant on curriculum for the conference where I shall conduct one of the general sessions for teachers and then a smaller workshop on curriculum. For the conference, some funds (\$1,000) will go to The Feminist Press for the development of curriculum units, to be presented and disseminated at the conference.

Ms. McCune is also in the process of applying to Ford for \$75,000 (to be awarded October 1 this year) to support a Clearinghouse on Sexism in Public Education. I am written into that grant as responsible for Curriculum development and the Production of Materials. In other words, \$10,000-\$20,000 will go to support Carol Ahlum and another young woman as project associates; and there will be another \$7000-\$9000 for me to distribute in order to produce and develop curriculum for the Clearinghouse. I plan to use this money also for staff salaries.

THE CLEARINGHOUSE ON WOMEN'S STUDIES

The clearinghouse began in 1970 as a function of the Modern Language Association's Commission on the Status of Women. It was funded by the MLA and staffed by me and a work-study student at Goucher College, Carol Ahlum. In 1971, a grant from the National Endowment for the Humanities allowed me to pay a Research Associate, Carol Ahlum, to continue the work of the clearinghouse, now formally separated from the MLA Commission. Those funds will continue to be available until January of 1972.

The clearinghouse has produced Female Studies II and III (on women's studies curriculum in higher education) and The New Guide to Current Female Studies (a listing of all courses taught as of October 1971), as well as Fact Sheets #1 and #2 (attached). We are in the process of producing An Addendum to the New Guide (October 1972) which will list additional courses in higher education and new courses in secondary education. Carol Ahlum and I have also written a definitive essay on curriculum for Alice Rossi's new book, Academic Women on the Move.

The clearinghouse has also been instrumental in founding a new Women's Studies Newsletter for which we will be consulting editors on curriculum. First issue is anticipated for early fall.

In the fall also we will be producing Female Studies VI, on high school curriculum development, under the editorship of Carol Ahlum and Jackie Fralley.

The Clearinghouse files on women's studies and associated curricular developments are the only complete files of this sort in the country. Recently, Lora Robinson, a staff member of the ERIC Clearing House, spent a week in my office using the files for a new government document. The College might consider a microfilm project to preserve these files and also to make them more available

for the general use of scholars.

Because of the work we have done on women's studies curriculum, it is Shirley McCune's intention to establish this office as a general center for curriculum development, not only at the level of higher education, but at all levels. I like the idea, but obviously the administration of such a center would have to be worked out to the satisfaction of the College, of my own schedule and plans, of The Feminist Press, as well as of the NEA. Most of this is at least six or eight months off--in terms of future grant-hunting--but I think that we ought to begin to think about the possibilities here.

Conclusions and Recommendations

Though I have developed the reports of The Feminist Press and the Clearinghouse somewhat separately, they are obviously related and, in the future, I should like to see the relationship more clearly worked out. At present, I suggest that we continue to work as we did last year with Old Westbury providing general support in the form of office space (we have requested about twice what we had this year, and we will probably need a bit more than that), telephone, zexing, and printing. We have always paid our own postage and will continue to do so. The Press can now pay salaries, or at least modest stipends to those who work full-time or on educational projects. We shall have a staff of 5 full-time people plus five Old Westbury students (part-time) plus volunteers. I wish to have Jean Mangi continue to work for the Clearinghouse, and I have requested two work/study students there as well, since I see that aspect of our office expanding rapidly.

I would expect, however, as we sit down with Shirley McCune of the NEA later in the year to plan for more sizable grants from the Office of Education and from Ford, that we begin to think about overhead for Old Westbury. It would also seem useful to include in the planning people from the Education Program at the College.

One final note: The Press and the Clearinghouse are also obvious places for Field Studies. Though a student would not be "off campus," she or he would learn to see a book entirely through all phases of editing, design, production, publicity, and distribution. Other students might profit from administrative experience in managing a clearinghouse on curriculum, or in learning to develop curriculum units again through all phases--in the classroom as well as in production for distribution.