

The logo for Simon Fraser University (SFU), consisting of the letters "SFU" in white, bold, sans-serif font, centered within a solid red rectangular background.

Simon Fraser University Archives and Records Management Department

Finding Aid - Simon Fraser University Women's Centre fonds (F-40)

Generated by Simon Fraser University Archives and Records Management Department on December 19, 2022
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Simon Fraser University Archives and Records Management Department
Maggie Benston Student Services Building, Rm. 0400
8888 University Dr.
Burnaby
BC
Canada
V5A 1S6
Telephone: 778.782.3805
[Email: archives@sfu.ca](mailto:archives@sfu.ca)
<http://www.sfu.ca/archives>
<http://atom.archives.sfu.ca/f-40>

Simon Fraser University Women's Centre fonds

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Summary information

Repository:	Simon Fraser University Archives and Records Management Department
Title:	Simon Fraser University Women's Centre fonds
Reference code:	F-40
Wikidata identifier [alternative]:	Q106068500
Wikidata URL [alternative]:	https://www.wikidata.org/wiki/Q106068500
Date:	1972 - 2000; predominant 1974-1999 (date of creation)
Physical description:	3.13 m of textual records 89 photographs 4 slides 9 sound recordings 2 artifacts
Dates of creation, revision and deletion:	Finding aid prepared by Richard Dancy, Frances Fournier, Enid Britt (March 2001). Updated by Enid Britt (September 2006). New accruals processed and descriptions revised by Rita Mogyorosi, Frances Fournier, Richard Dancy (April 2009). Items re-numbered according to new control system (August 2012).
Note [generalNote]:	<p>PARALLEL TITLES OR OTHER TITLE INFO</p> <p>In the first arrangement and description (in 2001), the fonds was titled "Simon Fraser Student Society Women's Centre." The Archives changed the fonds title in 2009 to reflect the name by which the Centre is commonly known.</p> <p>GENERAL NOTE</p> <p>Location of non-textual media:</p> <ul style="list-style-type: none"> - Photographs are found in series F-40-5-7, Photographs. - Audio recordings are found in series F-40-6, Reference files (7 audio cassettes). - Artifacts (a button and a pin from the December 6 vigil in 1993) are found in file F-40-5-2-0-3, December 6 Vigil, 1993 (series F-40-5-2, Celebrations and special events files).
Note [generalNote]:	Financial assistance for the arrangement and description of the records and production of the finding aid was generously provided by the Government of Canada through the National Archives of Canada and the Canadian Council of Archives' Control of Holdings Program (March 2001); the SFU Faculty of Arts (February 2000); the SFU Department of Women's Studies (February 2000); the

SFU Department of History (March 2000); and the SFU Women's Centre Collective (March 2000). Funding for processing subsequent accruals was provided by the Government of Canada through the National Archival Development Program, a program delivered by the Canadian Council of Archives in partnership with Library and Archives Canada (March 2009).

Administrative history / Biographical sketch

Note

The SFU Women's Centre was established in 1974 and continues as of this writing (2009) as an active organization. Funded by the Simon Fraser Student Society (SFSS) as a constituency group, the Women's Centre provides programming, space and volunteer opportunities to self-identified women on campus, and resource information and peer support to women and men.

The Women's Centre began in 1974 when a group of women students revived the SFU Women's Caucus (originally established in 1968) and obtained SFSS club status. It opened the Women's Centre that year in a small room in the Rotunda. In 1980 the Centre moved to the Academic Quadrangle, then in 1996 back to the Rotunda (TC3013), doubling its physical space to approximately 1400 square feet.

The Centre's organizational structure has evolved over time. The Women's Centre Steering Committee developed out of the Women's Caucus, but by 1977 it had merged with the Women's Centre Collective. The Collective consists of women students who volunteer a set number of hours per week to staff the Centre and remains the decision-making body of the Centre. In 1979-80, the Women's Centre Board was created to formulate policy, promote the Centre, liaise with the university community, locate funding sources, and work closely with the Collective, which continued to be responsible for day-to-day operations and activities. The Board included representatives from SFSS, the Women's Centre Collective, the Women's Studies Department, the Women's Studies Student Union, and female administrative and clerical university staff. By the mid-1980s the Board was meeting irregularly; it was discontinued in 1990, its functions transferred to a newly created part-time paid position of Coordinator, funded by and reporting to the SFSS.

The Women's Centre provides a number of services, including a women-only lounge open 24 hours a day, a resource office, peer support, library, kitchen facilities, study carrels, couches and a quiet play area for children in the lounge. Men can access the Centre's library materials, peer support, and referral information.

Since its establishment, the Centre has undertaken numerous activities and projects. In cooperation with other campus groups, the Centre promoted the creation of a Women's Studies Department, the institution of a university harassment policy and office, the improvement of campus childcare facilities, and the organization of International Women's Day events, December 6 vigils, and women's self-defense classes.

Scope and content

Fonds consists of records made or received by the Women's Centre in the course of carrying out its functions and programs. The geographical focus of the activities documented is the Lower Mainland of

British Columbia and especially the Simon Fraser University campus in Burnaby. Activities documented include provision of facilities, resources and referral services; meetings of the Women's Centre Collective and the Women's Centre Board; correspondence and liaison with other individuals and groups; Centre funding, budget planning and management of its financial resources; planning and organization of projects, programs and events; and maintenance of library and reference material. Records include logbooks, correspondence, reports, account books and summaries, minutes and meeting support papers, brochures, handbooks, photographs, reference files and audio cassettes.

Notes

Title notes

- **Source of title proper:** Title of the fonds is based on the name of the organization. Series titles were supplied by the archivist and are typically based on the contents of the series (exceptions will be noted in series descriptions). At the file and item level, titles reflect the records creator's original usage.

Immediate source of acquisition

The Archives acquired the records directly from the Women's Centre in two accessions (1997 and 2003).

Arrangement

Records were originally used and maintained by the Women's Centre as a single unit of office files. In 2001 the Archives arranged the material into seven series (with some additional sub-series) in order to facilitate intellectual access to the documents by grouping records that were generated by similar functions and activities. During the 2009 processing of subsequent accruals, the archivist added a new series (F-40-8, Liaison and cooperation files) and re-organized what had been a single series (series 5) into several sub-series (see F-40-5, Education, advocacy and outreach files). The latter re-organization affected a number of files that had previously been assigned reference codes; see appendix D for a concordance between the former file numbers and the new ones. Researchers should be aware that overlap among groupings occurs, and the entire file list for the fonds should be reviewed to determine the existence of all files on a particular subject.

Within series, files are typically arranged chronologically; exceptions only will be noted in series descriptions. Within files, documents are generally organized chronologically, though strict chronological order was not always originally maintained within files nor has it been supplied by the archivist.

Restrictions on access

Some files may contain personal or confidential information. Access to these files may be restricted as stipulated by Archives policy or the donor. Files marked "pending review" must be reviewed by an archivist prior to release, and as a result of the review access restrictions may apply. Please see the file lists and consult the archivist for more details.

Finding aids

File lists are available. Item lists of audio-cassettes in series 6 are available. Appendices to this finding aid include copies of articles dealing with the Centre's history (Appendix B), and an extended administrative history with contributions by Professor Andrea Lebowitz (SFU) and Leah Georgia, Women's Centre Coordinator (Appendix C). Appendices are available in the hard-copy and pdf versions of the finding aids.

Related material

The Archives has acquired the records of a number of other women's organizations. Consult the archivist for details.

Accruals

As of April 2009, all accessions have been processed. According to the Agreement to Transfer signed by the Women's Centre and the Archives in 1997, the Centre will donate its inactive records to the Archives once every five years. Further accruals are therefore expected. Series should be considered "open-ended" (i.e. further accruals expected) unless otherwise indicated in the series description.

Other notes

- **Publication status:** published
- **Level of detail:** Full
- **Status description:** Revised

Access points

- Simon Fraser Student Society
- Photographic material (documentary form)
- Sound recording (documentary form)
- Textual record (documentary form)
- Women (subject)

Series descriptions

Series F-40-1: Correspondence files

Date: 1974 - 1999 (date of creation)

Scope and content:

Series consists of correspondence conducted by the Women's Centre with campus and off-campus individuals and organizations, including university administrators, the Simon Fraser Student Society, the Women's Studies Coordinating Committee, the Vancouver Status of Women, and the Women's

Building Society of Vancouver. Activities documented include requests for information; support and participation in events and projects; funding proposals; and liaison with other groups and organizations. Records consist of correspondence.

Physical description: 29 cm of textual records

Note [generalNote]:

Note that there is a gap in the series and that correspondence for the years 1987-1991 inclusive is missing.

Access points:

- Simon Fraser Student Society
- Women's Studies Coordinating Committee
- Vancouver Status of Women
- Women's Building Society of Vancouver

Related material:

Records relating to Women's Centre projects and interventions on campus issues and controversies are mainly found in series F-40-5, Education, advocacy and outreach files; for other records relating to funding proposals and budget planning, see series F-40-2, Financial records.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-1-0-0-1	File - Correspondence - outgoing	1974 - 1975	Pending review	40-1
F-40-1-0-0-2	File - Correspondence - incoming	1974 - 1976	Pending review	40-1
F-40-1-0-0-3	File - Correspondence - Simon Fraser Student Society	1975 - 1990	Pending review	40-1
F-40-1-0-0-4	File - Correspondence - Vancouver Status of Women	1975 - 1979	Pending review	40-1
F-40-1-0-0-5	File - Correspondence - loose	1975 - 1991	Pending review	40-1
F-40-1-0-0-6	File - Correspondence - Lesbianism	[ca 1976] - [ca 1981]	Pending review	40-1
F-40-1-0-0-7	File - Correspondence	1979	Pending review	40-1
F-40-1-0-0-8	File - Correspondence	1979 - 1980	Pending review	40-1
F-40-1-0-0-9	File - Correspondence - Women's Building Society of Vancouver	1979 - 1982	Pending review	40-1
F-40-1-0-0-10	File - Correspondence - National Union of Students	1980 - 1981	Pending review	40-1
F-40-1-0-0-11	File - Correspondence	1981 - 1982	Pending review	40-1
F-40-1-0-0-12	File - Correspondence - rape laws	1981 - 1982	Pending review	40-1
F-40-1-0-0-13	File - Correspondence	1981 - 1983	Pending review	40-1
F-40-1-0-0-14	File - Correspondence 1/2	1982	Pending review	40-2
F-40-1-0-0-15	File - Correspondence 2/2	1982	Pending review	40-2

F-40-1-0-0-16	File - Correspondence - Women's Studies Coordinating committee	1982 - 1984	Pending review	40-2
F-40-1-0-0-17	File - Correspondence	1984	Pending review	40-2
F-40-1-0-0-18	File - Correspondence 1/2	1984 - 1986	Pending review	40-2
F-40-1-0-0-19	File - Correspondence 2/2	1984 - 1986	Pending review	40-2
F-40-1-0-0-20	File - Correspondence	1992	Restricted in whole	40-2
F-40-1-0-0-21	File - Correspondence	1993 - 1994	Pending review	40-2
F-40-1-0-0-22	File - Women's Studies Coordinating Committee -- minutes	1975 - 1976	Pending review	40-15
F-40-1-0-0-23	File - Women's Studies Coordinating Committee -- minutes	1985 - 1989	Pending review	40-15
F-40-1-0-0-24	File - Correspondence - outgoing, vol. 1	1989 - 1999	Pending review	40-15
F-40-1-0-0-25	File - Correspondence - outgoing, vol. 2	1989 - 1999	Pending review	40-15
F-40-1-0-0-26	File - Suggestion box queries and responses	1992 - 1993	Pending review	40-15
F-40-1-0-0-27	File - Lounge 93-94 - suggestion box and comment book	1993 - 1994	Pending review	40-15

Series F-40-2: Financial records

Date: 1974 - 1988 (date of creation)

Scope and content:

Series consists of records relating to the funding of the Women's Centre and its management of financial resources. Activities documented include funding proposals and grant applications, budget planning and approval, and review and management of accounts. Records consist of correspondence, proposals, reports, budgets, financial statements, account books and ledgers, and grant applications and supporting documentation.

Physical description: 5 cm of textual records

Arrangement:

Files are arranged alphabetically.

Related material:

Other records relating to funding proposals may also be included in the Centre's general correspondence; see series F-40-1, Correspondence files.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-2-0-0-1	File - Accounts book	1981 - 1986	Pending review	40-2
F-40-2-0-0-2	File - Budget planning	1975 - 1988	Pending review	40-2
F-40-2-0-0-3	File - Expense accounts	1974 - 1975	Pending review	40-2
F-40-2-0-0-4	File - Financial statements	1975 - 1977	Pending review	40-2

F-40-2-0-0-5	File - General journal - revenue and asset accounts	1974 - 1975	Pending review	40-2
F-40-2-0-0-6	File - Grants and applications	1975	Pending review	40-2

Series F-40-3: Logbooks

Date: 1979 - 1999 (date of creation)

Scope and content:

Series comprises records created by Women's Centre staff to document day-to-day operations, staff activities and messages, and women's use of the Centre's facilities. Records include logbooks (1979-1992) containing daily entries by staff recording work completed, messages, phone calls, proposals, comments and opinions, and occasional correspondence; daily work reports (1984-1986) tabulating the number of phone calls and drop-ins by category; mail logs (1991) registering incoming and outgoing mail; phone logs (1991); and sign-in books (1988-1992) signed by women using the Centre, recording name, date, purpose or other comments relating to the visit.

Physical description: 41 cm of textual records

Arrangement:

The archivist initially arranged the files (in 2001) to group together similar types of documents; the 2009 accruals were simply added in chronological order.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-3-0-0-1	File - Daily work reports	1984 - 1986	Pending review	40-3
F-40-3-0-0-2	File - Logbook	1979	Pending review	40-3
F-40-3-0-0-3	File - Logbook	1980	Pending review	40-3
F-40-3-0-0-4	File - Logbook	1981	Pending review	40-3
F-40-3-0-0-5	File - Logbook	1983	Pending review	40-3
F-40-3-0-0-6	File - Logbook	1984	Pending review	40-3
F-40-3-0-0-7	File - Logbook	1985	Pending review	40-3
F-40-3-0-0-8	File - Logbook	1986	Pending review	40-3
F-40-3-0-0-9	File - Logbook	1987	Pending review	40-3
F-40-3-0-0-10	File - Logbook	1988	Pending review	40-3
F-40-3-0-0-11	File - Logbook	1989	Pending review	40-3
F-40-3-0-0-12	File - Logbook	1990	Pending review	40-4
F-40-3-0-0-13	File - Logbook	1991	Pending review	40-4
F-40-3-0-0-14	File - Logbook 1/3	1992	Pending review	40-4
F-40-3-0-0-15	File - Logbook 2/3	1992	Pending review	40-4
F-40-3-0-0-16	File - Logbook 3/3	1992	Pending review	40-4
F-40-3-0-0-17	File - Mail log	1991	Pending review	40-4
F-40-3-0-0-18	File - Phone log	1991	Pending review	40-4
F-40-3-0-0-19	File - Sign-in book	1988 - 1989	Pending review	40-4
F-40-3-0-0-20	File - Sign-in book	1990	Pending review	40-4
F-40-3-0-0-21	File - Sign-in book	1991 - 1992	Pending review	40-4

F-40-3-0-0-22	File - Confidential documents removed from files	1985 - 1990	Restricted in whole	40-4
F-40-3-0-0-23	File - Daily log sheets	1994	Pending review	40-15
F-40-3-0-0-24	File - Daily log sheets	1995	Pending review	40-15
F-40-3-0-0-25	File - Daily log sheets	1996	Pending review	40-15
F-40-3-0-0-26	File - Daily log sheets	1997	Pending review	40-16
F-40-3-0-0-27	File - Daily log sheets, vol. 1	1998	Pending review	40-16
F-40-3-0-0-28	File - Daily log sheets, vol. 2	1998	Pending review	40-16
F-40-3-0-0-29	File - Daily log sheets, vol. 1	1999	Pending review	40-16
F-40-3-0-0-30	File - Daily log sheets, vol. 2	1999	Pending review	40-16
F-40-3-0-0-31	File - Sign-in book	1994 - 1996	Pending review	40-16

Series F-40-4: Organization records

Date: 1974 - 1998 (date of creation)

Scope and content:

Series consists of records relating to the evolution of the Women's Centre as an organization. Activities documented include the development of Centre policies, procedures and organizational structure; meetings of the Women's Centre Steering Committee, the Women's Centre Collective and the Women's Centre Board; and participation of the Women's Centre Coordinator in Simon Fraser Student Society (SFSS) staff meetings. Records consist of agendas, minutes, correspondence, proposals, reports, and handbooks.

Physical description: 37 cm of textual records

Arrangement:

The arrangement of the series into sub-series was provided by the archivist in order to facilitate intellectual access to the records. Separate sub-series were established for the meeting records of separate committees or bodies, while sub-series 4 ("policies and organization files") brings together records relating to the governance of the organization as a whole. Sub-series 6, 7 and 8 were added in 2009 to accommodate accruals.

Publication status:

published

Subseries F-40-4-1: Women's Centre Steering Committee meeting minutes

Creator: Simon Fraser University Women's Centre Steering Committee

Date: 1974 - 1976 (date of creation)

Scope and content:

Sub-series consists of the records of the Women's Centre Steering Committee meetings and includes agendas, minutes, proposals, reports and other meeting support papers.

Physical description: 1 cm of textual records

<u>Publication status:</u> published				
File / item list				
Reference code	Title	Dates	Access status	Container
F-40-4-1-0-1	File - Steering committee meeting minutes	1974 - 1976	Open	40-5
Subseries F-40-4-2: Women's Centre Collective meeting minutes				
<u>Creator:</u> Simon Fraser University Women's Centre Collective				
<u>Date:</u> 1977 - 1997 (date of creation)				
<u>Scope and content:</u> Sub-series consists of the minutes of the Women's Centre Collective meetings and includes agendas, minutes, proposals, reports and other meeting support papers.				
<u>Physical description:</u> 11 cm of textual records				
<u>Publication status:</u> published				
File / item list				
Reference code	Title	Dates	Access status	Container
F-40-4-2-0-1	File - Collective meeting minutes	1977	Open	40-5
F-40-4-2-0-2	File - Collective meeting minutes	1980	Pending review	40-5
F-40-4-2-0-3	File - Collective meeting minutes	1981	Pending review	40-5
F-40-4-2-0-4	File - Collective meeting minutes	1982	Open	40-5
F-40-4-2-0-5	File - General meetings	1982 - 1983	Pending review	40-5
F-40-4-2-0-6	File - Collective meeting minutes	1983	Pending review	40-5
F-40-4-2-0-7	File - Collective meeting minutes	1984	Pending review	40-5
F-40-4-2-0-8	File - Collective meeting minutes	1985	Pending review	40-5
F-40-4-2-0-9	File - Collective meeting minutes	1986	Pending review	40-5
F-40-4-2-0-10	File - Collective meeting minutes	1987	Pending review	40-5
F-40-4-2-0-11	File - Collective meeting minutes	1988	Pending review	40-5
F-40-4-2-0-12	File - Collective meeting minutes	1989	Pending review	40-5
F-40-4-2-0-13	File - Collective meeting minutes, vol. 1	1994 - 1997	Pending review	40-17
F-40-4-2-0-14	File - Collective meeting minutes, vol. 2	1994 - 1997	Pending review	40-17
Subseries F-40-4-3: Women's Centre Board meeting minutes				
<u>Creator:</u> Simon Fraser University Women's Centre Board				
<u>Date:</u> 1980 - 1990 (date of creation)				
<u>Scope and content:</u> Sub-series consists of the records of the Women's Centre Board meetings and includes agendas, minutes, proposals, reports and other meeting support papers.				

Physical description: 2 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-4-3-0-1	File - Minutes	1980 - 1982	Pending review	40-5
F-40-4-3-0-2	File - Minutes	1984 - 1990	Pending review	40-5

Subseries F-40-4-4: Women's Centre policies and organization files

Date: 1989 - 1996 (date of creation)

Scope and content:

Sub-series consists of records relating to the development of Women's Centre policies, procedures and organizational structure. Records includes the Women's Centre Handbook, procedures relating to workmen in the Women's Centre, and guidelines for managing the Centre's vertical files and newsletter lists.

Physical description: 4 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-4-4-0-1	File - Women's Centre handbook for Collective members	1989	Open	40-5
F-40-4-4-0-2	File - Procedure - workmen in the Women's Centre	1989	Pending review	40-17
F-40-4-4-0-3	File - Women's Centre handbook (revised), office copy	1989 - 1993	Pending review	40-17
F-40-4-4-0-4	File - Vertical files -- guidelines for putting clippings in the vertical file	1995	Pending review	40-17
F-40-4-4-0-5	File - Newsletters -- Direction Guide for Newsletter List	1996	Pending review	40-17

Subseries F-40-4-5: Simon Fraser Student Society staff meeting minutes

Date: 1991 - 1995 (date of creation)

Scope and content:

Sub-series consists of records arising from the participation of the Women's Centre Coordinator in the Simon Fraser Student Society (SFSS) montly staff meetings. The post of Women's Centre Coordinator was created and funded in 1991 as an SFSS staff position, initially reporting to the Administrative Services Committee (1991-2001), then subsequently to the SFSS Executive and SFSS Board of Directors. The Coordinator works with the Women's Centre Collective to oversee the operations,

activities, services and programs of the Centre. Records consist of the Coordinator's copies of agendas, minutes, proposals, reports and other meeting support papers.

Physical description: 13 cm of textual records

Access points:

- Simon Fraser Student Society

Related material:

For the archives of the SFSS, see F-74, Simon Fraser Student Society fonds.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-4-5-0-1	File - Minutes	1991	Pending review	40-6
F-40-4-5-0-2	File - Minutes	1992	Pending review	40-6
F-40-4-5-0-3	File - Minutes	1993	Pending review	40-6
F-40-4-5-0-4	File - Minutes	1993	Pending review	40-6
F-40-4-5-0-5	File - Minutes	1994 - 1995	Pending review	40-6

Subseries F-40-4-6: Women's Centre planning files

Date: 1991 - 1998 (date of creation)

Scope and content:

Sub-series consists of records relating to the long-term and short-term planning programs of the Women's Centre. Activities and topics documented include proposed activities and programming, Centre priorities, mission statement and mandate of the Centre, roles and responsibilities of collective members and staff, infrastructure of the Centre, staff evaluation procedures, promotion and publicity strategy, and liaison with other campus groups. Records include agendas, minutes, proposals, notes, drafts, reports, and flyers.

Physical description: 5 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-4-6-0-1	File - Fall planning session	1991	Pending review	40-17
F-40-4-6-0-2	File - Long-range planning workshop	1991	Pending review	40-17
F-40-4-6-0-3	File - Planning workshop	1991 - 1992	Pending review	40-17
F-40-4-6-0-4	File - Minutes: promotion/publicity meetings	1992	Pending review	40-17

F-40-4-6-0-5	File - Reflection meeting	1998	Pending review	40-17
Subseries F-40-4-7: Women's Centre Collective membership files				
<u>Date:</u> 1994 (date of creation)				
<u>Scope and content:</u>				
Sub-series consists of records relating to the 1994 membership collective of the Women's Centre. File consists of a set of 4 x 6 inch cards. Each card contains a photograph of the woman and her personal statement regarding her background and experience, her vision for the Women's Centre, what she hoped to contribute to the Centre, and what she hoped to gain from her participation in the Collective.				
<u>Physical description:</u> 1 cm of textual records				
<u>Publication status:</u>				
published				
File / item list				
Reference code	Title	Dates	Access status	Container
F-40-4-7-0-1	File - Fall '94 Collective	1994	Pending review	40-17
Subseries F-40-4-8: Women's Centre Herstory				
<u>Date:</u> 1980 - 1991 (date of creation)				
<u>Scope and content:</u>				
Sub-series consists of records relating to the history of the SFSS Women's Centre. Records include drafts, notes, newsletters, and printed articles.				
<u>Physical description:</u> 1 cm of textual records				
<u>Publication status:</u>				
published				
File / item list				
Reference code	Title	Dates	Access status	Container
F-40-4-8-0-1	File - Women's Centre Herstory	[1980?] - 1991	Pending review	40-17
Series F-40-5: Education, advocacy and outreach files				
<u>Date:</u> 1970 - 2000 (date of creation)				
<u>Scope and content:</u>				
Series comprises records relating to the planning, organization and implementation of Women's Centre projects, programs and events. Activities documented include International Women's Day events, December 6 vigils, and film nights; interventions on campus issues and controversies such as pornography on campus and the development of the Harassment Policy; workshops; participation in conferences; and a survey of Women's Centre users (1981). Records include correspondence;				

proposals and reports; programs and presentations; notes, drafts and working papers; brochures, posters and other publicity material; press clippings; meeting minutes; survey data and analysis; and photographs.

Physical description: 1.12 m of textual records

89 photographs

4 slides

2 artifacts

Note [generalNote]:

General note: photographs are found in sub-series 7; the artifacts (a button and a pin from the December 6 vigil in 1993) are found in sub-series 2, Celebrations and special events, file F-40-5-2-0-3, December 6 Vigil, 1993.

Arrangement:

In the original arrangement of the fonds (2001), this series was titled "Projects, programs and events files" and contained no sub-series. In the 2009 processing of new accruals, the archivist re-organized the files into a number of sub-series due to the large volume of material. Files included under the 2001 arrangement had their reference codes re-assigned; see Appendix D for a concordance between the previous and current file code numbers.

Publication status:

published

Subseries F-40-5-1: General files

Date: 1976 - 1999 (date of creation)

Scope and content:

Subseries consists of records relating to general programming initiatives of the Women's Centre and general information on topics of interest. Records include correspondence, surveys, flyers, pamphlets, news clippings, notes and other documents.

Physical description: 7 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-5-1-0-1	File - Programs - general	1976 - 1981	Pending review	40-8
F-40-5-1-0-2	File - Women's Centre survey	1981	Restricted in part	40-8
F-40-5-1-0-3	File - Sexual harassment	1981 - 1984	Pending review	40-7

F-40-5-1-0-4	File - Childhood sexual abuse programming	1991 - 1993	Pending review	40-7
F-40-5-1-0-5	File - General programming ideas	1991 - 1996	Pending review	40-17
F-40-5-1-0-6	File - Collage Project	1998	Pending review	40-18
F-40-5-1-0-7	File - Community Resource Project	1999	Pending review	40-18

Subseries F-40-5-2: Celebrations and special events files

Date: 1986 - 1999 (date of creation)

Scope and content:

Subseries consists of records relating to particular commemorative or celebratory events concerned with feminist issues. Records include flyers, correspondence, notes, minutes, programs and news clippings.

Physical description: 35 cm of textual records

2 artifacts

Note [generalNote]:

General note: the artifacts (a button and a pin from the December 6 vigil in 1993) are found in file F-40-5-2-0-3, December 6 Vigil, 1993.

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-5-2-0-1	File - December 6 Vigil	1991	Pending review	40-7
F-40-5-2-0-2	File - December 6 Vigil	1992	Pending review	40-7
F-40-5-2-0-3	File - December 6 Vigil	1993	Pending review	40-7
F-40-5-2-0-4	File - International Women's Day Film Festival	1986	Pending review	40-7
F-40-5-2-0-5	File - International Women's Day	1986 - 1991	Pending review	40-7
F-40-5-2-0-6	File - International Women's Day	1992	Pending review	40-7
F-40-5-2-0-7	File - December 6 Vigil	1991 - 1994	Pending review	40-18
F-40-5-2-0-8	File - Services Day	1992	Pending review	40-18
F-40-5-2-0-9	File - 25th anniversary (Oct. 1993)	1993	Pending review	40-18
F-40-5-2-0-10	File - International Women's Day	1993	Pending review	40-18
F-40-5-2-0-11	File - Black History Month	1993 - 1997	Pending review	40-18
F-40-5-2-0-12	File - International Women's Day	1994	Pending review	40-18
F-40-5-2-0-13	File - December 6 Vigil	1994 - 1995	Pending review	40-18
F-40-5-2-0-14	File - International Women's Day	1994 - 1995	Pending review	40-18
F-40-5-2-0-15	File - Eating Disorder Awareness Week	1994 - 1996	Pending review	40-19
F-40-5-2-0-16	File - India Night (Mar. 1995)	1995	Pending review	40-19
F-40-5-2-0-17	File - International Lesbian Week (Feb. 1995)	1995	Pending review	40-19
F-40-5-2-0-18	File - December 6 Vigil	1995 - 1996	Pending review	40-19
F-40-5-2-0-19	File - International Women's Day	1995 - 1996	Pending review	40-19
F-40-5-2-0-20	File - December 6 Vigil	1995 - 1997	Pending review	40-19

F-40-5-2-0-21	File - Global Carnival (Mar. 1996)	1996	Pending review	40-19
F-40-5-2-0-22	File - December 6 Vigil	1996 - 1997	Pending review	40-19
F-40-5-2-0-23	File - Eating Disorder Awareness Week (Feb. 1997)	1996 - 1997	Pending review	40-19
F-40-5-2-0-24	File - Rotunda party with PIRG and OOC (Nov. 1996)	1996 - 1997	Pending review	40-19
F-40-5-2-0-25	File - Fat Happiness Day (Feb. 1997)	1997	Pending review	40-19
F-40-5-2-0-26	File - First Nations Festival (Nov. 1997)	1997	Open	40-19
F-40-5-2-0-27	File - International Women's Day	1997	Pending review	40-19
F-40-5-2-0-28	File - Take Back the Night (Sept. 1997)	1997	Pending review	40-19
F-40-5-2-0-29	File - Eating Disorder Awareness Week	1997 - 1998	Pending review	40-19
F-40-5-2-0-30	File - Aboriginal Awareness Day (Mar. 1998)	1998	Open	40-19
F-40-5-2-0-31	File - December 6 Vigil	1998	Pending review	40-20
F-40-5-2-0-32	File - International Women's Day	1998	Pending review	40-20
F-40-5-2-0-33	File - Women's Centre Social (Nov. 1998)	1998	Pending review	40-20
F-40-5-2-0-34	File - Eating Disorder Awareness Week	1998 - 1999	Pending review	40-20
F-40-5-2-0-35	File - Black History Month (Feb. 1999)	1999	Pending review	40-20
F-40-5-2-0-36	File - December 6 Vigil	1999	Pending review	40-20
F-40-5-2-0-37	File - Fat Happiness Day (Feb. 1999)	1999	Pending review	40-20
F-40-5-2-0-38	File - International Women's Day	1999	Pending review	40-20

Subseries F-40-5-3: Conferences, presentations and workshop files

Date: 1975 - 2000 (date of creation)

Scope and content:

Sub-series consists of records relating to public education events hosted or attended by the Women's Centre. Records include flyers, correspondence, notes, minutes, programs and news clippings.

Physical description: 28 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-5-3-0-1	File - Symposium for Peer Leaders and Student Helpers (SPLASH) conference	1992	Pending review	40-8
F-40-5-3-0-2	File - Women's Centre conference	1975	Open	40-8
F-40-5-3-0-3	File - Racism workshop (Aug. 13, 1990)	1990	Pending review	40-20
F-40-5-3-0-4	File - Presentation to SFU Nightline volunteers	1991 - 1994	Pending review	40-20
F-40-5-3-0-5	File - Women's Spirituality (Jan. 19 and 26, 1992)	1991 - 1992	Pending review	40-20
F-40-5-3-0-6	File - National Clearinghouse on Marital and Date Rape -- proposed speaker	1992	Pending review	40-20
F-40-5-3-0-7	File - Summer Institute for Union Women	1992 - 1997	Open	40-20

F-40-5-3-0-8	File - Disabled and Proud: the 1993 National Gathering of College Student Leaders with Disabilities conference	1993	Restricted in whole	40-20
F-40-5-3-0-9	File - Unlearning Racism workshops, Celeste George (Nov. 5 and 19, 1993)	1993	Pending review	40-20
F-40-5-3-0-10	File - Safe Sex (Nov. 16, 1994)	1994	Pending review	40-20
F-40-5-3-0-11	File - Self-Defence and Assertiveness for Women -- proposal by Laurie Schuerbeke	1994	Pending review	40-20
F-40-5-3-0-12	File - Zagreb Report (Mar. 28, 1995)	1994 - 1995	Pending review	40-20
F-40-5-3-0-13	File - Unlearning Racism, Donna Lee and Man Chui Leung (Apr. 2, 1995)	1995	Pending review	40-21
F-40-5-3-0-14	File - Unlearning Racism, Sadie Kuehn (Apr. 6, May 10 and 28, 1995)	1995	Pending review	40-21
F-40-5-3-0-15	File - Unlearning Racism, Sadie Kuehn (Jan. 20, 1996)	1995 - 1996	Pending review	40-21
F-40-5-3-0-16	File - Beijing follow-up (Nov. 15, 1995)	1995	Pending review	40-21
F-40-5-3-0-17	File - Dealing with Stress: Naturopathic Medicine and Women's Health (Jan. 30, 1996)	1996	Pending review	40-21
F-40-5-3-0-18	File - Alexander Technique (Oct. 22, 1996)	1996	Pending review	40-21
F-40-5-3-0-19	File - Pornography: the Personal and Political Dilemma (Sept. 26, 1996) -- administrative/planning	1996 - 1997	Pending review	40-21
F-40-5-3-0-20	File - Pornography: the Personal and Political Dilemma -- administrative/planning	1996	Pending review	40-21
F-40-5-3-0-21	File - Pornography: the Personal and Political Dilemma -- porn - selected readings, Collective reviewed, summer 1996	1996	Pending review	40-21
F-40-5-3-0-22	File - Pornography: the Personal and Political Dilemma -- bibliography	1996	Pending review	40-21
F-40-5-3-0-23	File - Pornography: the Personal and Political Dilemma -- "Pornogate" history	1996	Pending review	40-21
F-40-5-3-0-24	File - Pornography: the Personal and Political Dilemma -- SFU Women's Centre response: Peak letter, brief, fact sheet	1996	Open	40-22
F-40-5-3-0-25	File - Facilitation workshop (Sept. 30, 1997)	1997	Pending review	40-22
F-40-5-3-0-26	File - First Nations Women's Speakers Series (June 19 and 26, July 3 and 10, 1997)	1997 - 1998	Open	40-22
F-40-5-3-0-27	File - Women and APEC workshop (Oct. 8 1997)	1997	Pending review	40-22
F-40-5-3-0-28	File - Human rights workshop (Jan. 15, 1998)	1997 - 1998	Pending review	40-22
F-40-5-3-0-29	File - Spirituality diversity panel, SFPIRG (Mar. 10, 1998)	1998	Pending review	40-22
F-40-5-3-0-30	File - Natural Remedies workshop (July 24, 1998)	1998	Pending review	40-22
F-40-5-3-0-31	File - Aboriginal Herb Walk and Workshop (Sept. 29, 1998)	1998	Open	40-22

F-40-5-3-0-32	File - ANAD - disordered eating conference (Mar. 26-29, 1999)	1999	Pending review	40-22
F-40-5-3-0-33	File - Canadian Student Conference on Campus Sexual Violence (Nov. 5-7, 1999)	1999 - 2000	Pending review	40-22
F-40-5-3-0-34	File - Sacred sexuality workshop (Nov. 10, 1999)	1999	Pending review	40-22

Subseries F-40-5-4: Support and discussion group files

Date: 1992 - 1997 (date of creation)

Scope and content:

Sub-series consists of records relating to the activities of support and discussion groups related to feminist issues. Records include flyers, correspondence, notes, minutes, programs and news clippings.

Physical description: 2 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-5-4-0-1	File - ROC: 'Riot of Colour'	1992 - 1993	Pending review	40-22
F-40-5-4-0-2	File - Women and Bisexuality	1995 - 1996	Pending review	40-22
F-40-5-4-0-3	File - Women's Writing Group	1996 - 1997	Pending review	40-22
F-40-5-4-0-4	File - Anti-Oppression group	1996 - 1997	Pending review	40-22

Subseries F-40-5-5: On-campus issues files

Date: 1981 - 1996 (date of creation)

Scope and content:

Sub-series consists of records relating to the Women's Centre's involvement in campus issues, including childcare, student activism, pornography on campus computer systems, sexual harassment, and labour conflicts. Records include correspondence, notes, minutes, drafts, policies, news clippings, posters, and flyers.

Physical description: 8 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-5-5-0-1	File - Issues - pornography on Campus	1982	Restricted in part	40-7
F-40-5-5-0-2	File - Issues - Northern Assault poster, vol. 1	1992	Open	40-7

F-40-5-5-0-3	File - Daycare	1981 - 1983	Pending review	40-22
F-40-5-5-0-4	File - Campus Grad Student Childcare Committee	1991	Pending review	40-22
F-40-5-5-0-5	File - Activists' Network	1992	Pending review	40-22
F-40-5-5-0-6	File - Playboy subscription - SFU library	1992	Pending review	40-22
F-40-5-5-0-7	File - Pornography on NetNews	1992 - 1993	Pending review	40-22
F-40-5-5-0-8	File - Response to 'Women of the Veil' articles in the Vancouver Sun	1992	Pending review	40-23
F-40-5-5-0-9	File - Racism - letter to Pulp Press	1992	Pending review	40-23
F-40-5-5-0-10	File - Sexual harassment charges within SFSS executive	1992 - 1994	Pending review	40-23
F-40-5-5-0-11	File - Empire Maintenance Services (campus cleaning contract)	1994	Pending review	40-23
F-40-5-5-0-12	File - Harassment by pub employee	1995	Pending review	40-23
F-40-5-5-0-13	File - GlobeVote	1996	Pending review	40-23
F-40-5-5-0-14	File - Oversize posters	[ca 1989] - [ca 1992]	Pending review	
F-40-5-5-0-15	File - Issues - Northern Assault poster, vol. 2	1992	Open	

Subseries F-40-5-6: Off-campus issues files

Date: 1975 - 2000 (date of creation)

Scope and content:

Sub-series consists of records relating to the Centre's involvement in feminist issues of a more general nature extending beyond the SFU campus, including the portrayal of women in the media, abortion, homophobia, violence against women, gun control, immigration, sexual harassment, children's rights, and other topics. For a list of organizations included in the correspondence, see "Access points" below. Records include correspondence, notes, minutes, drafts, policies, news clippings, flyers, newsletters, and reports.

Physical description: 22 cm of textual records

Access points:

- Community Teledon Network of the Pacific
- Canadian Abortion Rights Action League
- Media Watch
- Canadian Research Institute for the Advancement of Women
- Women's International League for Peace and Freedom
- University of British Columbia
- University of Toronto. Committee on Homophobia
- Canadian Panel on Violence Against Women
- Coalition for Gun Control
- Law Society of British Columbia
- Vancouver Society on Immigrant Women
- Langara College
- Canadian Federation of University Women
- Canadian Congress for Learning Opportunities for Women
- Women's Monument Project
- Canadian Association Against Sexual Harassment in Higher Education

- Lower Mainland Women's Lobbying Coalition
- Society for Children's Right to Adequate Parental Support
- Disabled Women's Network of British Columbia
- Sanctuary Foundation
- University of Victoria. Political Science Department

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-5-6-0-1	File - Community Telidon Network of the Pacific	1982 - 1983	Pending review	40-7
F-40-5-6-0-2	File - CARAL - Canadian Abortion Rights Action League	1975 - 1987	Pending review	40-23
F-40-5-6-0-3	File - Boycott of film as pornography - De Palma's "Dressed to Kill"	[1980?]	Pending review	40-23
F-40-5-6-0-4	File - Media Watch	1983 - 1993	Pending review	40-23
F-40-5-6-0-5	File - CRIAW - Canadian Research Institute for the Advancement of Women	1989 - 1992	Open	40-23
F-40-5-6-0-6	File - WILPF - Women's International League for Peace and Freedom	1989 - 1992	Open	40-23
F-40-5-6-0-7	File - University of BC	1989 - 1995	Pending review	40-23
F-40-5-6-0-8	File - Gay Games	1990	Pending review	40-23
F-40-5-6-0-9	File - Committee on Homophobia - University of Toronto	1990 - 1991	Pending review	40-23
F-40-5-6-0-10	File - Canadian Panel on Violence Against Women	1991	Open	40-23
F-40-5-6-0-11	File - Coalition for Gun Control	1991	Pending review	40-23
F-40-5-6-0-12	File - Law Society of BC - Gender Bias Committee	1991	Open	40-23
F-40-5-6-0-13	File - Fundraising for 'Christmas Project'	1991 - 1992	Pending review	40-23
F-40-5-6-0-14	File - Midwifery Task Force	1991 - 1992	Open	40-23
F-40-5-6-0-15	File - Vancouver Society on Immigrant Women	1991 - 1992	Pending review	40-23
F-40-5-6-0-16	File - Langara - sexual harassment	1991 - 1994	Pending review	40-23
F-40-5-6-0-17	File - CFUW - Canadian Federation of University Women	1991 - 1995	Pending review	40-23
F-40-5-6-0-18	File - CLOW - Canadian Congress for Learning Opportunities for Women	1991 - 1996	Pending review	40-23
F-40-5-6-0-19	File - Women's Monument Project (Capilano College)	1991 - 1999	Pending review	40-23
F-40-5-6-0-20	File - Canadian Association Against Sexual Harassment in Higher Education	1990 - 1992	Open	40-24
F-40-5-6-0-21	File - Grupo Venancia	1992	Pending review	40-24
F-40-5-6-0-22	File - Lower Mainland Women's Lobbying Coalition (1991-1992)	1992	Pending review	40-24
F-40-5-6-0-23	File - SCRAPS - Society for Children's Right to Adequate Parental Support	1992	Pending review	40-24

F-40-5-6-0-24	File - Women's Groups' Networking Meetings	1992	Pending review	40-24
F-40-5-6-0-25	File - DAWN - Disabled Women's Network	1992 - 1993	Pending review	40-24
F-40-5-6-0-26	File - Sanctuary Foundation	1992 - 1993	Open	40-24
F-40-5-6-0-27	File - Women in View Festival	1992 - 1995	Pending review	40-24
F-40-5-6-0-28	File - University of Victoria - Political Science Department (summer 1993)	1993 - 1994	Pending review	40-24
F-40-5-6-0-29	File - WOW - Write Out West conference	1997 - 1998	Pending review	40-24
F-40-5-6-0-30	File - DVERS - Domestic Violence Emergency Response System, Burnaby	1999 - 2000	Pending review	40-24

Subseries F-40-5-7: Photographs

Date: [197-?] - 1991 (date of creation)

Scope and content:

Sub-series consists of informal photographs and slide transparencies of Women's Centre social events, parties, retreats, meetings, collective members, and the interior of the Women's Centre.

Physical description: 89 photographs
4 slides

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-5-7-0-1	File - Photographs	[ca 1981]	Pending review	40-28
F-40-5-7-0-2	File - Photographs	[197-?]	Open	40-28
F-40-5-7-0-3	File - Photographs and slides	1990 - 1991	Pending review	40-28

Subseries F-40-5-8: Promotion and communication files

Date: 1970 - 1999 (date of creation)

Scope and content:

Sub-series consists of records relating to the promotion of Women's Centre programs and activities, the production of the Women's Centre newsletter and zine, and production of The Peak column "Surfacing." Records include posters, brochures, artwork, newsletters, and news clippings.

Physical description: 10 cm of textual records

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-40-5-8-0-1	File - Brochures, posters, art	1976 - 1987	Open	40-7
F-40-5-8-0-2	File - Brochures, posters, art	1981 - 1982	Open	40-7
F-40-5-8-0-3	File - Surfacing - The Peak column	1974 - 1975	Open	40-8
F-40-5-8-0-4	File - Women's Centre Newsletter	1976 - 1982	Open	40-8
F-40-5-8-0-5	File - Original posters	[ca 1982] - [ca 1983]	Open	40-25
F-40-5-8-0-6	File - Women's Centre Newsletter	1976 - 1982	Open	40-25
F-40-5-8-0-7	File - Women's Centre zine: "Forbidden Fury: Women Write Life"	1998	Pending review	40-25
F-40-5-8-0-8	File - Women's Centre zine: "Forbidden Fury: Women Write Life"	1998 - 1999	Pending review	40-25

Series F-40-6: Reference files

Date: 1972 - 1992 (date of creation)

Scope and content:

Series consists of publications and other documents collected by the Women's Centre and compiled as a women-centred information and library resource. The Women's Centre Library acquires and maintains books, journal subscriptions and vertical files accessible to all visitors to the Centre, while women who pay membership dues have borrowing privileges. Documents include reports, publications, pamphlets, newspaper clippings, papers, presentations, and audio recordings of interviews, talks and presentations.

Physical description: 28 cm of textual records

9 sound recordings

Note [generalNote]:

Physical description: series includes 9 sound recordings stored on 7 audio cassettes (originals).

Arrangement:

In the initial arrangement of the fonds (2001), files were organized alphabetically. With the addition of accruals in 2009, this order is no longer apparent. Post-2001 accruals (from file 16 onwards) were simply added chronologically.

Publication status:

published

File / item list				
Reference code	Title	Dates	Access status	Container
F-40-6-0-0-0-1	Item - Sexual Harassment - reps from AUCE, BCGEU, CUPE summer '81 series	1981	Open	OBJ-3107
F-40-6-0-0-0-2	Item - The Automation of Automation - Maggie Benston summer '82 series	7 July 1982	Open	OBJ-3108

F-40-6-0-0-3	Item - Women and Science - Marion Lowe summer '82 series	21 July 1982	Open	OBJ-3109
F-40-6-0-0-4	Item - St. John's Women's Centre Interview with Beth, Coordinator	[ca 1985]	Open	OBJ-3110
F-40-6-0-0-5	Item - International Women's Day - P. Jewett, Aya, B.Blakeley	8 March 1990	Open	OBJ-3111
F-40-6-0-0-6	Item - Plain Words. Sheila McFadzean: SFU Women's Centre	9 September 1992	Open	OBJ-3112
F-40-6-0-0-8	Item - Plain Words. Malgorzata Dubiel: Barbie Hates Math	28 October 1992	Open	OBJ-3113
F-40-6-0-0-7	Item - Plain Words. Kate Braid: Women in Trades	16 September 1992	Open	OBJ-3112
F-40-6-0-0-9	Item - Plain Words. Patricia O'Hagan: Harassment Policy at SFU	4 November 1992	Open	OBJ-3113
F-40-6-0-0-1	File - Abortion	1982	Open	40-12
F-40-6-0-0-2	File - Battered women	1981 - 1985	Pending review	40-12
F-40-6-0-0-3	File - Child care	1975 - 1983	Pending review	40-12
F-40-6-0-0-4	File - Concerned citizens for Choice on Abortion	1981 - 1983	Open	40-12
F-40-6-0-0-5	File - Guide to the B.C. Women's Movement	1975 - 1976	Open	40-12
F-40-6-0-0-6	File - Health issues	1974 - 1983	Open	40-12
F-40-6-0-0-7	File - Housing - Lower Mainland and Vancouver	1980 - 1982	Pending review	40-12
F-40-6-0-0-8	File - Pornography	1983 - 1987	Pending review	40-12
F-40-6-0-0-9	File - Rape relief	1975 - 1983	Pending review	40-12
F-40-6-0-0-10	File - Sexual Assault Recovery Anonymous	1985	Pending review	40-12
F-40-6-0-0-11	File - Service, Office and Retail Workers Union of Canada	1976 - 1983	Pending review	40-12
F-40-6-0-0-12	File - Women's Rally for Action	1976	Pending review	40-12
F-40-6-0-0-13	File - Women at SFU	1972 - 1975	Pending review	40-13
F-40-6-0-0-14	File - Women at SFU	1977 - 1978	Pending review	40-13
F-40-6-0-0-15	File - Women's groups - general	1975 - 1984	Open	40-13
F-40-6-0-0-16	File - Lower Mainland Childcare Worker Salaries and Benefits Survey - returns, vol. 1	1987	Pending review	40-8
F-40-6-0-0-17	File - Lower Mainland Childcare Worker Salaries and Benefits Survey - returns, vol. 2	1987	Pending review	40-8
F-40-6-0-0-18	File - Lower Mainland Childcare Worker Salaries and Benefits Survey - report	1987	Pending review	40-8
F-40-6-0-0-19	File - Nightline	1991	Open	40-25
F-40-6-0-0-20	File - The Creation of a Women's Centre - by Pat Maika	1976	Pending review	40-25
F-40-6-0-0-21	File - Surviving: a Woman's Guide to Carleton University (and Life!) (1981)	1981	Open	40-25
F-40-6-0-0-22	File - Networking Directory: Women's Organizations in the Lower Mainland (1988)	1988	Open	40-25

Series F-40-7: British Columbia Federation of Women (BCFW) records

Creator: British Columbia Federation of Women

Date: 1976 - 1986 (date of creation)

Scope and content:

Series consists of records made or received by the Women's Centre in its capacity as a member of the British Columbia Federation of Women (BCFW). The SFU Women's Centre was an affiliate member of the BCFW in the Lower Mainland Region. As the BCFW disbanded in 1989, it made a donation to the SFU Women's Centre Development Fund of \$1600. This money along with other private donations to the Women's Centre is intended to support work which is feminist and activist in nature but which falls outside the scope of the Centre's usual operations. The Women's Centre Development fund is not used for ongoing operating expenses of the Women's Centre.

Activities documented in this series include annual BCFW conventions; meetings of the Coordinating Collective, the Lower Mainland Region, and the finance committee; correspondence with various action committees (including the Structure Committee, Rights of Lesbians Committee, Women and Prisons Committee, Women's Health Committee, Women Against Violence Against Women Committee, and Human Rights Committee); budget planning, grant applications, and accounts management; administration of membership applications, renewals and correspondence; and publications and public relations. Records consist of constitution and policy handbook; correspondence; agendas, minutes and meeting support papers; reports and proposals; financial statements, ledgers and daybooks; membership lists and records; and BCFW newsletters, publications and brochures.

Note that some of these records were information copies received by the Women's Centre as an affiliate member of the BCFW; others, however, appear to be the original records of the BCFW itself (e.g. some of the financial and membership records).

Physical description: 37 cm of textual records

Arrangement:

The arrangement of the series into five sub-series was supplied by the archivist in order to facilitate intellectual access to the material. The sub-series are organized to group records that were generated by similar functions and activities.

Related material:

Other records relating to the BCFW can be found in other fonds held by the Archives. See also:

- F-45, Working Women Unite fonds, series 2 (BCFW records, 1977-1982).
- F-82, Ellen Frank fonds, series 2 (BCFW. 1975-1986)
- F-111, Kathleen Hudson Women's Bookstore Collection, series 5 (BCFW records, 1974-1982).
- F-134, Press Gang Printers fonds, series 8 (BCFW files, 1977-1988).

Accruals:

No further accruals to this series or any of its sub-series is expected.

Publication status:

published

Subseries F-40-7-1: BCFW financial records

Date: 1977 - 1985 (date of creation)

Scope and content:

Sub-series consists of records relating to BCFW funding and financial management. Activities documented include meetings of the Finance Committee, budget planning and grant applications, and the tracking of accounts and transactions. Records include agendas and minutes; correspondence; budgets, reports and proposals; grant applications and supporting documentation; financial statements, ledgers and daybooks.

Physical description: 13 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-7-1-0-1	File - Financial committee minutes and correspondence	1978 - 1982	Pending review	40-9
F-40-7-1-0-2	File - Financial committee minutes and correspondence	1980 - 1981	Pending review	40-9
F-40-7-1-0-3	File - Financial committee minutes and correspondence	1983 - 1984	Pending review	40-9
F-40-7-1-0-4	File - Finances	1982 - 1983	Pending review	40-9
F-40-7-1-0-5	File - Finances	1984 - 1985	Pending review	40-9
F-40-7-1-0-6	File - Grants and applications	1977 - 1980	Pending review	40-9
F-40-7-1-0-7	File - Grants and applications	1981 - 1983	Pending review	40-9
F-40-7-1-0-8	File - Grants and applications	1983	Pending review	40-9
F-40-7-1-0-9	File - Grants and applications	1984	Pending review	40-9
F-40-7-1-0-10	File - Financial daybook	1977 - 1980	Pending review	40-9
F-40-7-1-0-11	File - Financial daybook	1980 - 1981	Pending review	40-9
F-40-7-1-0-12	File - Financial daybook	1981 - 1985	Pending review	40-9
F-40-7-1-0-13	File - Ledger	1981 - 1982	Pending review	40-9

Subseries F-40-7-2: BCFW Lower Mainland Region records

Date: 1977 - 1986 (date of creation)

Scope and content:

Sub-series consists of records relating to the activities of the Lower Mainland Region of the BCFW, the section in which the Women's Centre participated as an affiliate member of the Federation. Activities documented include meetings of representatives from the regional groups and correspondence with BCFW committees and other Regions. Records include agendas, minutes and meeting support papers; correspondence and reports.

Physical description: 4 cm of textual records

<u>Publication status:</u> published				
File / item list				
Reference code	Title	Dates	Access status	Container
F-40-7-2-0-1	File - Minutes and correspondence	1977 - 1979	Pending review	40-10
F-40-7-2-0-2	File - Minutes and correspondence	1980	Pending review	40-10
F-40-7-2-0-3	File - Minutes and correspondence	1981	Pending review	40-10
F-40-7-2-0-4	File - Minutes and correspondence	1982	Pending review	40-10
F-40-7-2-0-5	File - Minutes and correspondence	1983	Pending review	40-10
F-40-7-2-0-6	File - Minutes and correspondence	1984 - 1986	Pending review	40-10
Subseries F-40-7-3: BCFW membership records				
<u>Date:</u> 1976 - 1986 (date of creation)				
<u>Scope and content:</u> Sub-series consists of records relating to the administration and maintenance of BCFW membership. Groups applied for membership through the Regional section and fees were determined by a formula based on number of women in the affiliate organization. Activities documented include membership applications and correspondence with members concerning renewals and fees. Records include correspondence, member lists, committee lists, and regional membership logs with fee calculations.				
<u>Physical description:</u> 10 cm of textual records				
<u>Publication status:</u> published				
File / item list				
Reference code	Title	Dates	Access status	Container
F-40-7-3-0-1	File - Membership lists	1976 - 1983	Pending review	40-10
F-40-7-3-0-2	File - Standing committee lists	1979 - 1981	Pending review	40-10
F-40-7-3-0-3	File - Membership coordinator	1976 - 1983	Pending review	40-10
F-40-7-3-0-4	File - Membership correspondence	1976 - 1981	Pending review	40-10
F-40-7-3-0-5	File - Membership correspondence	1982	Pending review	40-10
F-40-7-3-0-6	File - Membership correspondence	1983 - 1984	Pending review	40-10
F-40-7-3-0-7	File - Membership correspondence	1986	Pending review	40-10
F-40-7-3-0-8	File - Region membership records - Region 1 Atlin-Skeena	1978 - 1983	Open	40-10
F-40-7-3-0-9	File - Region membership records - Region 4 Fort George-Omineca	1978 - 1980	Open	40-10
F-40-7-3-0-10	File - Region membership records - Region 5 Fraser Valley	1978 - 1981	Pending review	40-10
F-40-7-3-0-11	File - Region membership records - Region 6 Lower Mainland	1978 - 1982	Pending review	40-10
F-40-7-3-0-12	File - Region membership records - Region 7 North Island	1978 - 1982	Pending review	40-10

F-40-7-3-0-13	File - Region membership records - Region 8 Okanagan Kamloops	1978 - 1984	Pending review	40-10
F-40-7-3-0-14	File - Region membership records - Region 9 Peace River	1979 - 1980	Pending review	40-10
F-40-7-3-0-15	File - Region membership records - Region 10 Prince Rupert	1979 - 1981	Open	40-10
F-40-7-3-0-16	File - Region membership records - Region 11 South Island	1978 - 1982	Pending review	40-10
F-40-7-3-0-17	File - Region membership records - Region 12 West Kootenays	1979 - 1983	Pending review	40-10

Subseries F-40-7-4: BCFW organization records

Date: 1978 - 1986 (date of creation)

Scope and content:

Sub-series consists of records relating to the governance and internal organization of the BCFW. Activities documented include the development of BCFW policies, procedures and organizational structure; Annual General Conventions; and meetings of the Coordinating Collective and Convention Planning Committee. Records include constitution and policy handbook; agendas, minutes, and meeting support papers; and correspondence, proposals and reports.

Physical description: 9 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-7-4-0-1	File - Constitution and Policy Handbook	1982 - 1983	Pending review	40-8
F-40-7-4-0-2	File - Coordinating Collective minutes	1980 - 1984	Pending review	40-8
F-40-7-4-0-3	File - Convention Planning committee	1983	Pending review	40-8
F-40-7-4-0-4	File - Annual convention	1978	Pending review	40-8
F-40-7-4-0-5	File - Annual convention	1979	Pending review	40-8
F-40-7-4-0-6	File - Annual convention	1980	Pending review	40-11
F-40-7-4-0-7	File - Annual convention	1981	Pending review	40-11
F-40-7-4-0-8	File - Annual convention	1983	Pending review	40-11
F-40-7-4-0-9	File - Annual convention	1986	Pending review	40-11

Subseries F-40-7-5: BCFW communications files

Date: 1976 - 1983 (date of creation)

Scope and content:

Sub-series consists of records relating to the public communication of BCFW activities and organization. Records include newsletters, publications and brochures.

Physical description: 3 cm of textual records

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-7-5-0-1	File - Newsletter	1976 - 1982	Open	40-11
F-40-7-5-0-2	File - Publications	1983	Open	40-11
F-40-7-5-0-3	File - Brochure	[ca 1980]	Open	40-11

Series F-40-8: Liaison and cooperation files

Date: 1978 - 1999 (date of creation)

Scope and content:

Series consists of records relating to the Women's Centre's interaction and work with outside organizations, in particular, the B.C. and Yukon Association of Women's Centres and the Women's Studies Student Union at SFU. Records include reports, minutes, newsletters, correspondence and other documents.

Physical description: 25 cm of textual records

Arrangement:

This series was added to the fonds in 2009 to accommodate accruals. Its arrangement into two sub-series was provided by the archivist in order to facilitate intellectual access to the records, with separate sub-series for records relating to work with other women's centre (sub-series 1) and with the Women's Studies Student Union (sub-series 2).

Publication status:

published

Subseries F-40-8-1: Women's centres

Date: 1986 - 1999 (date of creation)

Scope and content:

Sub-series consists of records relating to the SFU Women's Centre's interaction with other women's centres. See access points for the list of organizations. Records include reports, minutes, correspondence, newsletters, and other documents.

Physical description: 24 cm of textual records

Access points:

- British Columbia and Yukon Association of Women's Centres
- Campbell River Women's Centre
- British Columbia Institute of Technology Women's Centre
- Camosun College Women's Centre
- Nanaimo Women's Resources Society

<u>Publication status:</u> published				
File / item list				
Reference code	Title	Dates	Access status	Container
F-40-8-1-0-1	File - BC and Yukon Association of Women's Centres -- reports from annual general meetings, vol. 1	1986 - 1998	Pending review	40-26
F-40-8-1-0-2	File - BC and Yukon Association of Women's Centres -- reports from annual general meetings, vol. 2	1986 - 1998	Pending review	40-26
F-40-8-1-0-3	File - BC and Yukon Association of Women's Centres -- policies of the association	1989	Open	40-26
F-40-8-1-0-4	File - BC and Yukon Association of Women's Centres -- general correspondence, vol. 1	1990 - 1999	Pending review	40-26
F-40-8-1-0-5	File - BC and Yukon Association of Women's Centres -- general correspondence, vol. 2	1990 - 1999	Pending review	40-26
F-40-8-1-0-6	File - BC and Yukon Association of Women's Centres -- general correspondence, vol. 3	1990 - 1999	Pending review	40-27
F-40-8-1-0-7	File - BC and Yukon Association of Women's Centres -- issues of "Newsflash"	1991 - 1993	Open	40-27
F-40-8-1-0-8	File - BC and Yukon Association of Women's Centres -- Korbin Commission submission	1993	Pending review	40-27
F-40-8-1-0-9	File - BC and Yukon Association of Women's Centres -- 1993 annual general meetings, vol. 1	1993	Pending review	40-27
F-40-8-1-0-10	File - BC and Yukon Association of Women's Centres -- 1993 annual general meetings, vol. 2	1993	Pending review	40-27
F-40-8-1-0-11	File - National Conference of Women's Centres	1991	Pending review	40-27
F-40-8-1-0-12	File - Campbell River Women's Centre	1993 - 1995	Open	40-27
F-40-8-1-0-13	File - BCIT Women's Centre	1994	Pending review	40-27
F-40-8-1-0-14	File - Camosun College Women's Centre	1994	Open	40-27
F-40-8-1-0-15	File - Nanaimo Women's Resources Society	1996	Pending review	40-27
Subseries F-40-8-2: Women's Studies Student Union files				
<u>Date:</u> 1978 - 1991 (date of creation)				
<u>Scope and content:</u>				

Sub-series consists of records relating to the establishment, organization and operation of the Women's Studies Student Union at SFU. Records include minutes, constitution, correspondence and other documents.

Physical description: 1 cm of textual records

Access points:

- Women's Studies Student Union

Publication status:

published

File / item list

Reference code	Title	Dates	Access status	Container
F-40-8-2-0-1	File - Women's Studies Student Union	1978 - 1991	Pending review	40-27