



**The University
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In Huntsville**

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College of Liberal Arts
Office of the Dean

MEMORANDUM

TO: Women's Studies Minor Task Force
Rose Norman, Chair
Nancy Finley, Sociology
Sandra Carpenter, Psychology

FROM: Jack D. Ellis, Dean
College of Liberal Arts

RE: Approval of Minor in Women's Studies

DATE: September 28, 1995

After formal approval by the Provost of the new minor in Women's Studies, I am prepared to make the following commitments towards implementing and maintaining the program.

From the Gift Fund of the College of Liberal Arts, I will allocate \$1,000 annually, to be added to the present \$1,000 given to the Women's Studies Interest Group by the Provost. It is my intent, and will be my recommendation to my successor, that a portion of the annual Gift Fund be used in this manner until such time as regular operating funds shall have been added to the College budget for support of Women's Studies. In addition--and in keeping with the verbal commitments from the colleges of Science and Nursing--I will formally request from the respective deans of these colleges an amount of \$250 each in annual support.

I suggest that the present WSIG budget line house these additional funds and be overseen by the Director, whom the Advisory Committee will nominate and who will receive administrative and secretarial help from the Staff Assistant of the Department of Sociology. Dr. Glenna Colclough, Chair of Sociology, is in support of this arrangement. She does suggest, and I agree, that the Women's Studies budget be kept separate from that of the Department of Sociology.

As to the funding of WS200, I will make available from the College's budget for part-time teaching an amount sufficient to fund a one-course replacement for the home department of the instructor during the semester in which the course is given. I hope, however, that the capstone course will very quickly come to be regarded as part of the College's regular instructional responsibilities. Given the work needed to launch the

program, I will approve an initial, one-time reduction of one course for the Director during the 1996 spring semester. Thereafter, the Director will oversee the administration of the new minor as a part of his or her regular service load, until such time as the number of minors has reached twelve to fifteen active students. At that point, I think a one-course reduction would be in order, considering the Director's other responsibilities in WSIG. It is my understanding that WSIG is to be integrated into the overall programmatic activities of the new Women's Studies minor.

Finally, I encourage you to seek outside help in funding a wide variety of women's studies activities, from library purchases to speakers and films. I congratulate all of you on the hard work you have done and look forward to the day when the minor will enjoy the kind of regular budgetary support it deserves.

cc: Glenna Colclough, Chair, Department of Sociology