



# MSU Business Women's Association Records UA.18.8

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Describing Archives: A Content Standard

University Archives and Historical Collections

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## Summary Information

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<b>Repository:</b>	University Archives and Historical Collections
<b>Creator:</b>	Michigan State University. Business Women's Association
<b>Source:</b>	Michigan State University. Business Women's Association
<b>Title:</b>	MSU Business Women's Association Records
<b>ID:</b>	UA.18.8
<b>Date [inclusive]:</b>	1963-2009
<b>Physical Description:</b>	0.25 Cubic Feet , 8 folders
<b>Language of the Material:</b>	English .

### Preferred Citation

Researchers wishing to cite this collection should include the following information: "Item title, Collection title, Collection Identifier, Michigan State University Archives & Historical Collections, East Lansing, Michigan."

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## Historical Note

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The MSU Business Women's Association began in the early 1930s as a group of Michigan State College (now University) and State of Michigan women employees calling themselves Michigan State Club – College Branch. In 1953, they were called the Michigan State College Business Girls Club. In 1955, the name was changed to the MSU Business Women's Club. In 1986, the name changed to the Michigan State University Business Women's Association. (Source: MSU Business Women's Association website)

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## Scope and Contents

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The MSU Business Women's Association records contain event information, constitution and by-laws, and membership directories. The folder titled "Administrative and Business, 1994-1995" contains agendas, minutes, budgets, treasurer's reports, membership lists, and newsletters.

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## Administrative Information

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### Publication Statement

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Collection is open for research.

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## Controlled Access Headings

- Associations, institutions, etc.
- Businesswomen -- Michigan -- East Lansing
- By-laws
- Constitutions
- Minutes (Records)
- Newsletters
- Michigan State University. Business Women's Association

## Collection Inventory

Title/Description	Instances	
Administrative and business records, 1994-1995	box 5625	folder 1-3
Constitution and Bylaws, 1996	box 5625	folder 4
Event and Activity Flyers and notices, 1963-1969, 1974, 2005-2009, undated	box 5625	folder 5
Lists of Presidents and Board of Directors, 2004-2008, undated	box 5625	folder 6
Membership Directories for 1993-1994, 1998-2001, 2005, 2008-2009	box 5625	folder 7
Policies and Procedures Manual , 1997	box 5625	folder 8
Changing of the Guard, 2006	box 5625	folder 9
Changing of the Guard, 2007	box 5625	folder 10
Changing of the Guard, 2008	box 5625	folder 11
Farewell to the Guard, 2009	box 5625	folder 12

## Serials

Title/Description	Instances
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#179: Business Women at MSU

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