This collection is available at The State Historical Society of Missouri, Research Center-Columbia. If you would like more information, please contact us at research@shsmo.org.

Creator: Albers, Jo-Ann Huff
Collection Size: 17 cubic feet

Introduction
Professional papers of a journalist and director of the Western Kentucky University School of Journalism and Broadcasting. Includes correspondence, photographs, programs, newspaper clippings, class evaluations, journalism education materials, newsletters, and material on first amendment issues (flag burning, freedom of speech, freedom of information), and the Equal Rights Amendment.

Donor Information
The papers were donated to the University of Missouri by Jo-Ann Huff Albers on 20 September 2007.

NOTE: Original folder titles used. Clarifications supplied by donor are indicated with (parenthesis). [Brackets] indicate the number of folders on a subject or information supplied by SHSMO.

Box List

Box 1
ACEJMC (Accrediting Council/Education/Journalism-Mass Communications)
   Accrediting agency policies
   Accrediting Committee—minutes, 1980-2006 [7]
   Advertising survey
   Booklets
   Budget
   By-Laws
   CHEA (Council for Higher Education Accreditation) [See also COPA]
   Complaints
   Confidential summaries
   Conflict of interest policy
   Distance learning
   Diversity survey
   Dues
   Ethics task force
   Exemplary practices in journalism education
   Expenses reimbursed
   Faculty-student ratio
   Graduate students
   Interim reports
ACCESSION CA6160
JO-ANN HUFF ALBERS PAPERS

Journalism deans' roundtable, 1995
Lavine, John
Listings of accreditation programs
Long range planning
Members & task forces
Membership committee
Michigan, University of
Minorities task force
Miscellaneous loose papers, unsorted
Mission & Vision
Name change
News clippings
Newsletters
Nominations
Outcomes assessment
Penn State
Policies
Principles of Accreditation
Public members
Public Relations programs—accreditation
Reorganization, 1986-1987
Self study form—suggestions
Site visit team
Albers, JoAnn Huff
Biographical listings [2]
Biographies
Photographs

Box 2
ACEJMC (Accrediting Council/Education/Journalism-Mass Communications)
Accreditation—general
Accrediting standards
Accrediting standards—12 (minority/women representation)
Accrediting standards—3 (curriculum)
Accrediting standards—not 3 or 12
Administrator perceptions
Agenda (incomplete file)
Alliances
Alliances—Committee
Appeals
Assessment of learning
Awards
Benefits [2]
Civic Journalism interest group
Contacts
Council minutes, 1977-1979
Site visit team manuals, 1979-2005
Subs for meetings
Summary of decisions, 2004
Training
Transfer credit
Treasurer’s reports
U.S. Department of Education
Unit rule
Visit schedules
Visit summaries
Website
Weighted voting
WICI—team nominees
Women on teams (incomplete file)

Affirmative Action
American Management Association (AMA)
American Press Institute (API)
  Budgeting, 1986
  Journalism educators, October 1991
  Management & Costs seminar, 1982 [2]
  Management & Costs seminar, 1982—Cost and revenue analysis
  Publishers/CEOs, 1986

Box 3
ACEJMC (Accrediting Council/Education/Journalism-Mass Communications)
  Bass Mosse Award, 1992
  Commission on the Status of Minorities
  Constitution
  Council of Divisions
  Curriculum Task Force
  Distinguished service
  History Survey
  Joint Committee on Missions & Purposes of JMCE
  Journalism and Mass Communication Education: 2001 and Beyond
  Journalism Leadership Institute in Diversity
  Long-range Fundraising Committee
  Media management
  Meetings
  Membership
  Panel membership
  Paper evaluations
  Pictures in progress annual meeting
American Society of Newspaper Editors (ASNE)
  Board, 1986
  Board, list and miscellaneous
Education Committee [5]
Election
Freedom of Information—amendment statement
Group ownership
International Women in Media Project
Minutes
Talent Bank
World Association of Women Journalists & Writers (Spanish acronym AMMPE)
  Association Mundial
  Correspondence [2]
APME
  Journalists for the 21st Century, 1994
  Memphis
  Assertiveness
  Associated Press
  Association of Black Colleagues of JMC—newsletter
Western Kentucky University (WKU)
  Futures Task Force
    Correspondence
    Financial Review
    Governance
    Materials
    Members
    Meetings, 1995-1996
    Report, 1996
    Surveys
    Transition Team
Headliner Award
Headliner Seminar—Dallas
Reading lists
Retirement Booklet
Retirement
Sabbatical, 1993
Russian visitors
Salary worksheets
Scripps Howard Foundation
Women in Communications Inc. (WICI)—formerly known as Theta Sigma Phi, name changed to Association for Women in Communications (AWC)
  Continuing Education—Handbook
  Continuing Education—Northern Kentucky University
  Correspondence
  Equal Rights Amendment (Theta Sigma Phi)
  Event register
  Expenses
  Fact Sheet
  Financial statements
Florida West Coast chapter

Box 4
ACEJMC (Accrediting Council/Education/Journalism-Mass Communications)
Bulkeley, Christy C.
  Background
  Correspondence
  Early involvement with WICI
  Membership
  Membership dues SEE ALSO Membership
  Other
Association for Women in Communications—AWC/ WICI/Theta Sigma Phi
  Annual Conferences
  Assignment Journalism II—units 11-22 (except for 21)
  Assignment Journalism I—units 1-20 (except for 13)
  Berkeley correspondence
  Board of directors/committees (incomplete file)
  Boston chapter
  Business plan
  By-Laws
  Career connections
  Central Pennsylvania—competition
  Clarion correspondence [2]
  Communiqué—newsletter
  Continuing education—Northern Kentucky University
  Miscellaneous papers, 1992-1996
  Newscollections [2]
  Papers & Faculty presentations
  Theta Sigma Phi—Cincinnati chapter [2]
WKU
  Accreditation—assessment guide
  Accreditation—exemptions
  Sexual Harassment
  Staff handbook/Talisman yearbook
  Student publications
  Student publications committee
  Teaching evaluations
  Teaching evaluations—Albers
  Tenure
  United Way
  Women & the Media, 1992
  Women of Western
  Women's Alliance
  Women's Studies
Box 5
ACEJMC (Accrediting Council/Education/Journalism-Mass Communications)
   Committee on Professional Freedom and Responsibilities (CPFR)
      Annual reports, 1990-1996
      Correspondence
      Flag burning, 1997
      Inclusiveness
      Report reviews & evaluations, 1994-1996
   Representative appt. work assignment
   Visit teams
Association for Education in Journalism and Mass Communications (AEJMC)
   Promotion/hiring statement
   Report—Task force on the status and future of AEJMC publications
   Visibility Committee
Association of Schools of Journalism and Mass Communications (ASJMC)
   Accreditation survey
   Administrator (incomplete file)
   Administrator—workshops
   Albers—activities
   Albers—correspondence
   Alliances Committee
   Anniversary—75th
   Benefits of membership
   Broadcasters in residence
   Budget
   Committee—Accreditation
   Committee—Change of Status Committee
   Committee—Human Resources
   Committee—Membership
   Committee—Mission & Purpose of JMC Education
   Committee—Responsibilities
   Constitution
   Consulting Service
   Cuba trip, 2001
   Distinguished Service Award
   Dues
   Endorsement requests
   Executive Committee
      Agendas
      Minutes
   Executive Director's report
   Expenses reimbursement
   Faculty recruitment/appointment
   Female/Minority administrators
   Fund-raising information
Future
Gannett Foundation—Leadership Institute
General meeting
    Agenda
    Minutes
Goals and mission
Hearst awards dinner
High School education
History
Individual members
International Conference, 2002—London
Internships
Joint Leadership Initiative on Diversity
Leadership update
Listserv
    Membership—by size
    Membership—survey
Miscellaneous reports
Name change
New millennium publications
Newspapers in residence
Nominations
Officer duties (by-laws, committees, lists)
Outcomes assessment
Programming
Project proposals
Promotion/tenure
Publications
Publications chair—applications for editor
Publications—examples
Association for Women in Communications—AWC/ WICI/Theta Sigma Phi
Advancement Fund
Action Plan
Ambassadors of Excellence
Annual National meeting
    Attendees
    Program
Anm. Policy

Box 6
Association of Schools of Journalism and Mass Communications (ASJMC)
    Salary enrollments survey
    Search Committee—workshop
    Self assessment guidelines
    Speech Communication Association
    Spring meeting
Standard 3—Survey Accreditation
Standard 3—proposed revision
Supportive correspondence
Student/faculty exchange
Transfer credits
University of Washington
Zayed University [Dubai]

Alphabetical subject files
Banned books
Bias/credibility
Brown, Jim
Business of News
Business journalism
Cameras in courtrooms
Campus issues—including free speech zones, speech codes
Carnegie-Mellon University—Program for Executives
Carnegie-Mellon University—Program for Experienced journalists
Carnegie-Mellon University—follow up
Carnegie-Mellon University—newsletter
Cartoons
Chambersburg
Association of the U.S. Army
Exchange Club
Leadership
TORCH
Chautauqua
Daily, 2002
With Bud, 2002
Cincinnati
Communication Day
Cree
Cincinnati Enquirer
Chiquita
Clippings
Comments, Affirmative Action
Design stylebook
Excerpts from management books
Interns
Media in our society
Personal Development Program
Circulation—publication
College Media Advisers (CMA)—Strader award
Columbus Republic
Conflicts of interest
Consulting
Coalition building
Commonwealth Conference on Openness
Corrections
Council of Presidents
Coverage of
Abortion
Business
Children
Disabled persons SEE ALSO Minorities
Gays & Lesbians
Minorities
Religion
Riots
Suicides
Trials
War
Festival Chamber Orchestra Association—Shippensburg University

Box 7
Alphabetical subject files
Critiques
Diet & Exercise
Dow Jones newspaper fund
Editing
Editorial pages
Effectiveness
Equal Rights Amendment [2]
Ethics
Ethics—cases
Ethics—issues
Evarts, Dru
Fellowships
Firing issues
First Amendment
First Amendment—Congress
Freedom Forum (Gannett Foundation)—general
Freedom Forum (Gannett Foundation)—Journalism award, 2000
Freedom Forum (Gannett Foundation)—Leadership Institute, 1995, 1997
Freedom Forum (Gannett Foundation)—Winds of Change (Medsger)
Freedom of information (speech)
Freedom of information [2]
Freedom of speech
Freedom of speech—flag burning
Freedom of the press/Fair trial
Gannett—general information [2]
Gannett—correspondence [3]
Gannett, 1980-1981
Box 8
Alphabetical subject files
- Hearst, pre 1987
- Hearst—Bylines
- Hearst—Communications
- Hearst—Competition
- Hearst—Steering committee [5]
- Help wanted—references
- Humor
- Individuals—A-F
- Individuals—booklets, sections
- Individuals—G-M
- Individuals—Green, Bob
- Individuals—N-R
- Individuals—S-Z
- Internships
- Job searches
- Job searches—Human Synergenics
- Jobs—applications/nominations
- Jobs—hunting tips
- Jobs—miscellaneous
- Jobs—parachute papers

Box 9
Alphabetical subject files
- Job hunt—Résumé writing
- Jobs—Résumés sent, 1977
- Journalism and Women Symposium (JAWS)
  - 2007—Wisconsin, Door County
  - 2006—Idaho, Sun Valley
  - 2005—Arizona, Sedona
  - 2004—Oregon, Mt. Hood
  - 2003—Canada, Alberta
  - 2002—Montana, Whitefish
  - 2001—Cancelled (Terrorism attacks on NYC and D.C.)
  - 2000—Washington, Port Ludlow
ACCESSION CA6160
JO-ANN HUFF ALBERS PAPERS

1999—Utah, Sundance
1998—Wyoming, Jackson Hole
1997—Montana, Big Sky
1996—California, Napa
1995—Montana, Whitefish
1994—Wyoming, Jackson Lake Lodge (Moran)
1993—Montana, Whitefish
1992—Wyoming, Teton Village
1991—New Mexico, Santa Fé
1990—New Mexico, Santa Fé
1989—Colorado, Estes Park
1988—Newsletter
1987—Newsletter

Journalism careers
Journalism—definitions
Journalism education (SEE ALSO ACEJMC, AEJMC, ASNE, ASJMC, KPA)
  Administrators
  Advertising
  AEJMC/NAA Foundation Cooperative Committee [4]
  Clippings
  CONEE
  Continuing education
  Co-op Comm. on Journalism education
  Diversity
  Educators
  Electronic media—promotion standards
  Employment
  European
  Generic
  High School education
  Native Americans
  Recruitment & Retention of minorities
  Reviews
  Journalism & Journalists
  Journalism—Job satisfaction
  Journalism organizations
  Journalism values—miscellaneous
  Kentucky
    Arts Administration
    High School Journalism Association [3]

Box 10
Alphabetical subject files
Kentucky
  Associates
  Day on Campus
Journal
Journalism Hall of Fame, 2002
Legislation activities
Sunshine Award [2]
Supreme Court—Correspondence
Weekly Newspaper Association

Woman
Kiwanis
Lawyers
Liberal Media
Linking Policies
Male/Female Comparisons
Management Excellence Kit
Managing Editors
Media as Business
Media Issues—Coverage
Media Report to Women, 1977-2007 [32]—includes index and directory
Miscellaneous

Box 11
Alphabetical subject files
Miami University (Ohio)
Minorities
Asians
Blacks
Black press
Diversity
How to/Need for
Plans & Actions
Education
Employment & recruitment
Fellowships
Gays & Lesbians
General miscellaneous
Hiring efforts
Hispanics
Impact (media) of discrimination
Journalism education
Management
Mascots
Media businesses owned by minorities
Multicultural management program
National Association of Black Journalists
Native Americans
Newsrooms
SNPA Symposium
  Unity
  White Men & Minorities
Missouri (University of)—Mass Communications Advisory Committee
Money saving ideas—coping with a recession
Mountain workshops—Lebanon, Kentucky, 2002
National Federation of Press Women (NFPW)
  Communicator of Achievement, 1992
  General materials
  Kansas competition
  Kentucky chapter/Kentucky communicators
  Michigan Women’s Press Club
  Ohio Press Women
  Pennsylvania Women’s Press Association
Negotiation
New Directions for News (NDN)
  Founding meeting, 1987
  Full Funding Proposal, 1987
  General materials [2]
News Councils
News judgment
Newspaper Association of America (NAA)—name changed from ANPA
Newspaper business
Newspaper management (SEE ALSO Professional Writer)
Newspaper managers
Newspapers in Education (NIE)
Newspapers—Future
Newspapers—Miscellaneous
  PM
  Snippets
  Status/Information
Newsroom codes/policies
Newsroom morale
Ohio International Women’s year
Ohio Newspaper Women’s Association (ONWA)
Ombudsmen
Open courts/records
Open records
Overtime pay
Parliamentary procedures
Patriotism
Pennsylvania Newspaper Publisher’s Association
Pennsylvania Society of Newspaper Editors
People to People—Russia trip, 1991 [includes photographs]
Box 12
Alphabetical subject files

- Business cards & holder
- People to People—Russia trip, 1991 (Citizen ambassador program)
- Plagiarism
- Poynter—Teaching Ethics
- Press criticism
- Press mottos
- Pressman’s hat directions
- Pressure to publish (Unabomber case)
- Problem solving
- Professional Writer/Copyeditor (SEE ALSO Newspaper Management)
- Public journalism
- Public relations
- Racism
- Readership
- Re-enactments by the media
- Reporters Committee
- Reporters/reporting (SEE ALSO Coverage & Writing)
- Reporting
- Response
- Role of the press
- Salary surveys
- Satellite communication
- Scripps Howard—judging
- Society of Professional Journalists (SPJ)
  - Campus Courts Task Force
  - Education Committee
  - Freedom of Information [2]
  - Freedom of Information Committee
  - Indiana
  - Task Force on Women
- Southern Newspapers Publisher’s Association (SNPA)
  - Journalism Education Symposium, 1989, 1991
  - Management Seminar, 1988
- Speak Out
- Speakers—speaking invitations
- Speeches, 1980-1989
- Speeches, 1990-2004
- Speeches, pre-1980
- Speeches—High School presentation
- Speeches—material
- Starting salary letter
- Stress management
- Sturgis Journal (Michigan) [6]
  - General material
ACCESSION CA6160
JO-ANN HUFF ALBERS PAPERS

Klinger Lake Country Club
Monthly reports
Notes, etcetera
Student press
Style book
Thank yous [2]

Box 13
Alphabetical subject files
Bios
Book project
  1972 Paper—basis for book
  Arts, Chandra—correspondence
  ASJMC—Directory expansion
  ASJMC—Directory update
  APA style—Erlbaum guidelines
  Appendices
  Bio & abstract
  Bulkley, Christy
  Chapters 2, 8 (version 2, final draft)
  Early draft
  Editing [2]
  Funding
  Gardner piece
  JLID
  Participants
  Promotion & clippings
Newspapers—crisis coverage
Santos suit
USA Today
Wilmington, 2004
Writing
  Accuracy
  Agents
  Beats
  Business
  Coaches
  Copy editing
  Critiques
  Editing
  Editorials
  Freelancing
  Good examples (SEE ALSO Best newspaper writing published annually
  by the Poynter Institute)
  Grammar
  Headlines
How to
Ideas
Interviewing
Journalism
Local news
Math
News judgment
Newsletters
Obituaries
Productivity
Public relations
Quotation
Reading importance
Reporting
Science and medicine
Series
Sexist language bias
Sources
Sports
Travel
Unsorted materials
Word watchers

Yellow pages

Box 14
Miscellaneous office files

Book project
Meeting notes
Old broads
Paper/chapter notes
Quotes
Rush-Oukrop-Creedon—Correspondence
Schools A-J, Administrators
Schools, A-N, Women
Survey
Survey analysis
Survey interviews
Table of contents & Index

Consulting
Ashland (KY) Daily Independent
Bingham family—book lawsuit
Central Missouri State University
Community Press newspapers
Jim Wilson Homes, Clermont, Kentucky
Memos, etcetera
Eastern Illinois University

Page 16 of 22
Hampton University
Louisiana State University—Shreveport
McNeese State
Rutgers University—Newark [2]
Western Kentucky University (WKU)
  Accreditation—standards
  Accreditation—team report, 1985-1986
  Accreditation—team report, 1997-1998
Advertising program
Advising
Albers
  Activity reports
  Application & interview
  Congratulations on appointment
  Director search, 2003
Evaluations
Assessment, 2002-2003
Brag sheet
Building
  Center for Teaching and Learning (renamed Faculty Center for Excellence in Teaching [FACET])
Clippings
Continuance
Correspondence received
Curriculum Committee
Department Heads handbook
Development efforts
Diversity [2]
  Diversity Advisory Committee [2]
Ethics
Expenses
Faculty evaluation
Female faculty
First Amendment
  General Education Committee

Box 15
Alphabetical subject files
  Western Kentucky University
    General education
    Guide for part-time faculty
    Hearst competition
    High School Media Institute
    High School Scholars Day
Hilltopper Journalist
History of the school of Journalism and Broadcasting
History of the school of Journalism and Broadcasting—clippings
History of the school of Journalism and Broadcasting—notes
Homecoming
Human Resources Advisory Committee
International Business Center
International Journalism Management Training
  Cambodian journalists, 2002
  Egyptian journalists, 2003
Job description
Journalism and Broadcasting—degree programs
Journalism and Broadcasting—future
Journalism and Broadcasting—merger
Kentucky High School Journalism Institute
Law Library
Master Plan
Minorities
Miscellaneous
New Academic Leaders
New Media Workshop
Newspapers in residence
Optional retirement
Potter College
  Application for promotion
  Mission statement
  Performance levels
  Résumé
  Result of application for professorship
Preparation
Presentations
Productivity award
Professional Advisory Committee
Program of Distinction
Promotion/tenure
Publication Controversy [freedom of speech issue]
  Ad Hoc Committee
  Correspondence
  Correspondence—Hellstrom
  Finances
  Green, Nancy
  Media coverage
  Meeting notes, 1988 [2]
  Off campus reactions
  Professional panel
  Publications Committee
Recommendations
Resolution
SPJ—Report
Student reactions
Subcommittee meeting notes
University reactions
Whitaker, Dave—notes

Teaching [5]
Class handouts
Letters
Quizzes and exams
Student evaluations
Syllabi

Box 16
Women in Communications Inc. (WICI)—formerly known as Theta Sigma Phi, name changed to Association for Women in Communications (AWC)
Headquarters
  Correspondence
  Staff
Hearst competition
Help wanted
History
Intercom
Journalism Education (SEE ALSO ACEJMC, Assignment Journalism)
Kalamazoo (MI) chapter
Leadership
  Bulletin
  Forum
Leading change
Lockridge—Correspondence
Louisville (KY) chapter
The Matrix—newsletter
Member bulletin
Membership
Membership—Diversity Task Force
Membership—Survey report, 1996
Michiana (Sturgis, MI) chapter
Minutes
Mission
Monday morning memo
Office relocation
Past presidents/Presidents
Popkin Plan for Parity
Presidency—Albers, Jo-Ann
President's Fortnightly
Professional Communicator
Professional development
Region VP—correspondence
Resolutions—ACEJMC/WICI
San Francisco (CA) chapter
Sherman, Margot—Correspondence
Speeches (SEE ALSO Speeches in alphabetical files)
Thank yous—sent and received
Theta Sigma Phi
Theta Sigma Phi—Region 5
Website
WICI
    National newsletter
    Newsclippings
Workplace diversity
Women subject files
    Advertising employment
    Appointive office
    African American women
    Broadcasting employment
    Business
    College students’ future
    Comparison of ♂ versus ♀
    Corporate Board of Directors project
    Council of Communication Organizations (COCO)
    Discrimination
    Discrimination lawsuit
    Editorial columns regarding ♀
    Editors/Executives
    Editors survival guide
    Education (SEE ALSO Journalism education)
    Effective leadership
    Employment in news
    Forms of address
    Gannett report
    Gender research
    Global efforts
    Graphic Arts employment
    Images of women in the media
    International Women's Year
    Job bias
    Journalism education
    Labor movement
    Language
    Magazine employment
ACCESSION CA6160
JO-ANN HUFF ALBERS PAPERS

Management
Management—job interview information
Management—seminar
Media—coverage
Media—guidelines
Media—monitoring

Box 17 (partially full)
Women subject files
Miscellaneous information for WICI Futures Task Force
National Women and Media Collection
News judgment & impact
Newspaper employment
Newspaper readers
Non-sexist media guidelines
Pay gap
Photography employment
Profiles—Ohio women
Progress of women or lack thereof
Property rights
Promotions
Protests
Public relations employment
Publishing employment
Quotes
Rectification
Religion
Scripps-Howard Report on Women
Sexual harassment
SPJ Task Force on Women
Sports
Stereotyping
Stress
Syllabus sourcebook—media and women
Time management
U.S. Labor information
Virginia Commonwealth University
Virginia Commonwealth University—women's sourcebook
Wire service syndicate employment
Women and credit
Women in newspapers management—conference
Women in the World of Work—conference
Women & Media—Gardner course
Women, Men & the Media—program
Women owned businesses
Women's Institute of Freedom of the Press
Women’s Ohio Voluntary Employment Network
Women’s pages—media coverage
Women’s Rights groups
Work place attitudes