

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)		<b>LEAVE BLANK (NARA use only)</b>	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-220-95-7	
1. FROM (Agency or establishment) Glass Ceiling Commission		DATE RECEIVED 5-22-95	
2. MAJOR SUBDIVISION		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER René A. Redwood	5. TELEPHONE (202)219-7342	DATE 8/21/95	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>

6. AGENCY CERTIFICATION  
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached \_\_\_\_\_ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required;  is attached; or  has been requested.

DATE 5/22/95	SIGNATURE OF AGENCY REPRESENTATIVE <i>René A. Redwood</i>	TITLE <i>Executive Director</i>
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1.	<p><b>The Glass Ceiling Commission, 1991-</b></p> <p>The Glass Ceiling Commission was established by the Civil Rights Act of 1991. The Commission is composed of a 21-member body appointed by the President and Congressional leaders and chaired by the Secretary of Labor. The Commission is charged with studying the manner in which business fills management and decision making positions, the developmental and skill-enhancing practices used to foster the necessary qualification for advancement into such positions, and the compensation programs and reward structures currently utilized in the workplace. Additionally, the Commission presents the Perkins/Dole Award, an annual award for excellence in promoting a more diverse work force at the management and decision making level.</p> <p><b>Correspondence</b> Incoming and outgoing correspondence, memoranda, and other materials dealing with the purpose and functions of the Commission. These are arranged chronologically. Volume: approx. 1 cubic foot.</p> <p><i>Copies sent to Agency, NL, NNS, NWT, NIA 8/31/95</i></p>		

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	<p>PERMANENT: Transfer to the National Archives upon termination of the Commission.</p>		
2.	<p><b>Subject Files</b> Chronological files, controlled correspondence, press releases, remarks, witnesses, and other materials documenting the Commission. Arranged by subject. Volume: approx. 3 cubic feet.</p> <p>PERMANENT. Transfer to the National Archives upon termination of the Commission.</p>		
3.	<p><b>Records of Commission Meetings</b> Transcripts of commission meetings including briefing materials. Arranged chronologically. Volume: approx. 1 cubic foot</p> <p>PERMANENT. Transfer to the National Archives upon termination of the Commission.</p>		
4.	<p><b>Records of Commission Hearings</b> Transcripts of hearings along with briefing materials. Arranged chronologically. Volume: approx. 1 cubic foot</p> <p>PERMANENT. Transfer to the National Archives upon termination of the Commission.</p>		
5.	<p><b>Consultants Research Papers</b> Research papers prepared by consultants containing policy and research recommendations and an annotated bibliography. There approximately 21 papers, arranged chronologically by date issued. Volume: approx. 2 cubic feet</p> <p>PERMANENT. Transfer to the National Archives upon termination of the Commission.</p>		
6.	<p><b>Executive Director's Subject Files</b> Files maintained by the Executive Director of the Commission. The files include correspondence with the White House, commissioners and consultants, advice from legal counsel and policy issues. Arranged alphabetically by subject. Volume: approx. 2 cubic feet</p>		

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7.	<p>PERMANENT. Transfer to the National Archives upon termination of the Commission.</p> <p><b>Records of the Perkins/Dole Award</b> Notebooks containing panel information, review procedures, applications, correspondence, clippings, news releases, ceremony plans, and other background material relating to the award. Arranged chronologically by date of award. Volume: approx. 1 cubic foot</p>		
8.	<p>PERMANENT. Transfer to the National Archives upon termination of the Commission.</p> <p><b>Videotapes</b> Videotapes of appearances of the Robert Reich, Secretary of Labor, and other members of the Commission on various television programs discussing the findings and activities of the Glass Ceiling Commission. VHS. Unarranged. Volume: 6 tapes</p>		
9.	<p>PERMANENT. Transfer to the National Archives upon termination of the Commission.</p> <p><b>Audiotape</b> Audio tape of the July 7, 1994 airing of "Market Place," a National Public Radio Program, in which the Glass Ceiling was discussed. On a 90 minute tape. Volume: 1 tape</p>		
10.	<p>PERMANENT. Transfer to the National Archives upon termination of the Commission.</p> <p><b>Publications</b> Final Report, Fact-finding report, information packet, brochure, and other published materials produced by the Commission. Unarranged. Volume: less than 1 cubic foot</p> <p>PERMANENT. Transfer to the National Archives upon termination of the Commission.</p> <p>The National Archives reserves the right to dispose of fragmentary, duplicative, nonrecord, or GRS materials during processing.</p>		