Women in the Workplace: The 1980's and Beyond
Guy Wilson and Charlotte Hurley
WOMEN IN THE WORKPLACE

--THE 1980's

AND BEYOND

A BIBLIOGRAPHY

GUY WILSON

AND

CHARLOTTE HURLEY

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INTRODUCTION

Bibliographies are generally prepared for one of two reasons. A bibliography can result from the recognition that information on a topic is widely scattered and/or scarce and difficult to locate; the bibliography serves to pull such material together. A bibliography can also result from a recognition that there is so much material, much of it repetitive and derivative, on a topic that an interested individual feels overwhelmed at dealing with the "information overflow"; in this case, the bibliography organizes selected material that is either representative or particularly significant so that the reader can deal with a manageable amount of information and, if he or she desires, be led to further research. This bibliography is of the latter type.

No one can question the extent or impact of the growth in and diversification of the female work force, nor is it possible to be ignorant of the vast amount of material written about the phenomenon. This bibliography is a selective compilation of citations to books, journal articles, and reports on women in the U.S. work force. The compilers strove to emphasize major trends and concerns and to avoid the geographically specific, local, anecdotal, and psychological. The items cited were written from 1980 to 1984 and generally deal with the current situation; exceptions to this, i.e., examinations of historical trends, are locate primarily in the first two sections. The emphasis is on women in the U.S., but information is included on other countries if it is relevant to the American experience.
Citations are grouped by topic as listed in the table of contents; the last section is further subdivided into particular occupational groupings and groups of workers. While the subject division was designed to assist those interested in a particular topic, the reader is encouraged to at least skim the entire bibliography for related items and those items that had to be arbitrarily assigned to one grouping rather than another. Citations include abstracts when the titles are unclear or not suggestive of all the information discussed therein.

The items included in any of the subject groupings are only representative of all that was published on that subject; GAO staff interested in more information are urged to contact the Technical Library (275-5180). Additional copies of this bibliography may be obtained through the Technical Library.
PROLOGUE AND THEORY


Papers prepared by Rand Corp.'s Labor and Population Studies Program staff on determinants of female market wages and home time values and factors affecting labor supply. Includes a bibliography.


Discusses major changes in the workplace that the authors feel are necessary because of the dual occurrences of women entering the job market and the legal pressures for equal opportunity.


Proceedings of a 1981 Research Conference examining the impact of economic crises on women's status and employment from historical and contemporary perspectives. Not all papers dealt with the past; topics also included welfare, single motherhood, part-time employment, work in the electronics industry, and comparable worth.


CURRENT AND FUTURE TRENDS

Collection of papers, each with references, presented at the fourth annual Virginia Tech Symposium on applied behavioral science, 1981. Subjects include women in management, blue-collar employment, career progress, experiences in male sex-typed career fields, antisexist training programs, job satisfaction in dual career couples, job evaluation, discrimination, and comparable worth.


A look at the position of women and minorities in male-dominated occupations and the resulting tokenism and unique pressures.

Sets forth results of research examining the role of the firm in women's job mobility.


An overview of employed women, analyzing U.S. female employment participation, status, location, and rewards. Includes separate chapters on economic and legal constraints; clerical and blue collar workers, professionals, "semiprofessionals" (those working in such female-dominated occupations as nursing, teaching, social work, and librarianship), and managers; minority women; and dual-worker families. With a substantial bibliography.


2-16. Holmes. R. A. "What's Ahead for Personnel Professionals in the '80s?" Personnel Administrator, 25, No. 6 (June 1980), 33-37ff. Discusses the importance of EEO guidelines (and possible litigation) for personnel managers.


Projects the impacts on the economy of the large number of women entering the work force.

Presents statistics on female involvement in the work force, including data on working mothers, the relationship of work commitment and husband's income, and work commitment and educational attainment.


Points out the need for managers to revise traditional ways of treating female employees. "Now managers must wrestle with the question of what is equal treatment."


A primarily psychologically-oriented review of the literature on women who work outside the home in Western industrialized countries. The authors examine factors in career choice and decision to work, combining work and family life, the integration of women into the workplace, performance appraisal and awards allocation, and women in workplace leadership. With many references.


Reviews the careers of 33 of the 34 women who graduated from Harvard Business School in 1973.


A general survey of women in the workplace including politics, economics, family, health, relationships, and image.

Focuses on the inequities faced by women in the workforce and the difficulties faced by women in escaping poverty and welfare.


Argues for training that will better enable women to enter social work administration.


Compilation of previous Editorial Research Reports, including those on equal pay and women executives.

A collection of papers on the current and future situation of women in a variety of areas, including "high tech," appropriate technology, office work (and office worker organizing), and blue collar work.

DISCRIMINATION, EEO, AND AFFIRMATIVE ACTION

Argues that Title VII of the Civil Rights Act of 1964 has been effective in protecting those in blue-collar jobs but that the courts have been less likely to subject employment policies affecting managers and professionals to "the brilliant light of Title VII inquiry."


3-5. Blumrosen, A. W. "The Bottom Line in Equal Employment Guidelines: Administering a Polycentric Problem." Administrative Law Review, 33, No. 3 (Summer 1981), 323-349. Examines the use by federal agencies of the "bottom line" approach in EEO, which suggests that employment discrimination law should not concern itself with employers who hire adequate numbers of women or minorities.


Examines the role of the physical work environment as a help or hindrance in advancing the employment opportunities of women and minorities in clerical and other low-level jobs.


Compares discrimination of women in states that did and did not ratify the Equal Rights Amendment (as of 1980).

A practical guide for lawyers who want to make corporation liable for their treatment of women. Includes sample litigation forms.


OCCUPATIONAL SEGREGATION

Lists four structural barriers which employers either inadvertently or consciously construct to segregate women into dead-end, lower-paying jobs.


Various analyses are used to predict probabilities that individuals will attain several occupational categories, concluding that discrimination is the reason for a large portion of occupational segregation by sex.


**WAGE DIFFERENTIALS AND OTHER ECONOMIC FACTORS**


A guide to AFSCME v. The State of Washington as well as a pay equity sourcebook.


Discusses the need to treat job segregation and wage-rate discrimination as inter-connected problems when dealing with gender-based employment discrimination.

Examines the significance of labor force attachment, discrimination, and socialization in male-female differences in occupation and income.


RECRUITMENT, HIRING, EVALUATION AND ADVANCEMENT


ATTITUDES AND ASPIRATIONS

Analyzes three women's occupational groups in three countries - the U.S., West Germany, and Israel.

Results of study made to determine if women's attitudes toward work differ from those of men. Based on a larger study of the quality of life in Canada.


A collection of papers that serve as an introduction to the study of sex roles in society.


Presents a study of the relationship of sex differences and occupational socialization. Tests the hypothesis that when men and women experience the same occupational tasks they converge on worked-related attitudes.

A collection of articles dealing with work role stereotyping in female children, media stereotyping of women's work and behavior, male and female differences in management, corporate game-playing, and communication patterns. Each article includes references from the U.S. and European literature.


Examines the validity of the claim that the level of work commitment is lower among women than among men. Applies the examination to the accounting profession.


Presents several examples of the fear-of-success syndrome experienced by women in business.


Addresses the relationship between work commitment, family constraints and opportunities, and continuity in the labor force among pre-retirement women.

Examines the differences in anticipated job satisfaction and the related ramifications to the employer in the accounting profession.


Discusses the relationships among work expectations, time invested in job training, and wage growth.


Examines vocational interests and job aspirations of traditional and nontraditional females in a single work environment in a study of 258 paying-and-receiving tellers.

Analyzes men's and women's problems in conversation.

AUTOMATION


8-3. Scott, Joan Wallach. "The Mechanization of Women's Work." Scientific American, 247, No. 3 (Sept. 1982), 166-187. Suggests that the impact of mechanization on work has been to reinforce occupational segregation and wage differentials.


SEXUAL HARASSMENT AND SEXUAL RELATIONSHIPS IN THE WORKPLACE


Discusses the problems involved when two high-level managers in the same company become personally involved.

Examines gender- and job-level-differences in employee perceptions of the seriousness, extent, and organizational and victim response to sexual harassment, based on a survey of graduates of a college of business and administration.

Reviews 52 court cases to determine what standards have been set by the courts to validate a claim of sexual harassment. Also looks at the employer's liability for the actions of its employees.


Discusses sexual harassment at work as a carryover of general cultural expectations.


Examines the impact and potential growth of office romances.


A look at romantic and sexual relationships in work settings, with emphasis on sexual harassment of women (but also including a discussion of women who exploit their sexuality). Includes examination of federal and local government, employer, management, and union organizational responses to harassment and its status under Title VII. With a bibliography.


Presents a report on a reverse sexual harassment case concerning a female supervisor and male employee.


Examines the Schomer v. Schmidt lawsuit in which false and defamatory statements were made to the peers of a female in an effort to make them conclude she was a lesbian.

Presents the results of a national survey of federally employed men and women concerning seven forms of sexual harassment, conducted 1978-1980. Includes an extensive literature review and annotated bibliography.

Examines sexual harassment in the legal occupations.

Describes application of Title VII of the 1964 Civil Rights Act and a precedent-setting case out of which new changes may come.

ANTINEPOTISM


NETWORKS AND MENTORS

Report on the negative aspects of the mentoring process, based on a study tracking 3000 mentor-protege pairs.


Focuses on the networking possibilities of black fraternities and sororities.


Describes the evolution of both formal and informal women's networks, including those for business people, professionals, political and labor interests, and those in the arts. Also discusses setting up a network. With a list of over 1400 networks, arranged by state and topic.


Uses women truck drivers as an example of the influence of sponsorship in lessening tensions resulting from being in a nontraditional occupation.


12-15. White, Julie. Women and Unions. Ottawa: Canadian Advisory Council on the Status of Women, 1980. Although the emphasis of this book is on the Canadian experience, the information is applicable throughout the Western world. Of particular interest is the chapter questioning the value of unionization of working women.


HEALTH AND SAFETY


13-2. Chavkin, Wendy, ed. Double Exposure: Women's Health Hazards on the Job and at Home. New York: Monthly Review Press, 1984. Collection of essays examining the work-related health conditions of women, including those who work at home. Topics covered include specific occupations (such as those in the electronics industry, nursing, and seasonal farming), sexual and social harassment and discrimination, video display terminals, the "closed office building syndrome," and reproductive risks and exclusionary policies. Each essay includes bibliographic references.


Discuss gender differences in illness-related absentee rates.


Reviews a class-action suit involving a company that in its "fetal vulnerability" program classified jobs according to their potential harm to a pregnant woman or her fetus.

Examines the existence of health and safety hazards threatening women in workplaces designed according to male physical standards.


Collection of papers originating from a 1979 conference. Topics include current strength testing, employee health services, sex discrimination in group pensions, reproductive hazards, and pregnancy and maternity.


EMPLOYEE BENEFITS


PREGNANCY AND MATERNITY

A discussion of the current situation for parental leave in the U.S. and a look at both foreign experience and proposals for improvement here.


Eighty-five percent of working women are likely to become pregnant during their working careers. This book discusses why maternity benefits are important for individuals, for families, and for the country, what our current national policy is, how federal legislation developed, what benefits are currently available (focusing on private and state-mandated benefits), and alternative approaches.


ALTERNATIVE WORK PATTERNS


**JOB SEPARATIONS**


**RETIREMENT**

18-1. Behling, John H., Keith M. Kilty, and Sara Ann Foster. "Scarce Resources for Retirement Planning - A Dilemma for Professional Women." *Journal of Gerontological Social Work*, 5, No. 3 (1983), 49-60. Surveyed 218 professional women concerning their retirement plans and compared their answers to those of 239 professional men. In general, women were found to be disadvantaged. Suggests strategies to meet their pre-retirement needs.


MARRIAGE AND FAMILY ISSUES


Emphasizing the career limitations women face due to family roles, the authors examine maternity benefits, family planning policies, child care, household labor, welfare and family assistance, feminism, economic policy, the changing family, privacy vs. intervention, and determinants of government programs concerning women workers.


Studies role stress and satisfaction of working women with family responsibilities.


Although the stated focus of this work is on current patterns of family life and their relationships to public policy, almost all the papers collected here deal with employment and women. After preliminary discussions of the structure and cycles of U.S. family life, the emphasis is on the impact of employment of wives and mothers on families, of current and proposed tax policies on employed women, and the implementation and impact of various equal right amendments. There is also a discussion of studies of dual-career families.


Examines the impact on married women's social and economic labor-market attainments of family experiences at various stages.


An annotated bibliography focusing on the problems of dual-career couples including child rearing, financial concerns, relocation and the impact of dual-career couples on the personnel policies of corporations. Items cited are from 1979 to 1983.


Focuses on the issue of child care arrangements.


Discusses the growth of dual-career couples who must maintain residences in different locations in order to sustain their careers.

Examines differences in labor force activity, occupational distribution, and attainment of "ever and never married women," based on data from 12 industrial countries.


Cites assistance programs of several corporations to alleviate the problems faced by relocating dual-career couples.


MANAGERS, EXECUTIVES, AND THE POWER ELITE


   Outlines the design of a training program for women managers in favorable attitude and psychological and social preparedness.

   Discusses the representation of women in the managerial workforce, based on interviews with women in various countries and industries.


   Examines the limitations on advancement of women into senior management.

   Examines the tendency of managers to select for subordinate managerial positions people like themselves, i.e., men.


   Focuses on a 3-day seminar, attended by 11 males and 13 females, to discuss men and women working together in responsible positions.

   Examines the current level of male acceptance of female managers, based on a 1980 survey.


Covers topics of interest to women managers, including the social forces which contribute to changes in the situation of female executives, the status of women managers, the successful woman executive profile, and the impact of dual-career lifestyles.


Based on a study by C. L. Cooper and A. Melhuish (1980) of 500 British male executives and the present study of 135 top female executives in the United Kingdom.


Includes white women managers in its investigation of regional and industry differentials in minority manager ghettoization.


Presents a multifaceted approach to occupational stress affecting women managers.


Based on a review of the literature and interviews with primarily midmanagement executives in Canada and the United States, the authors examine problems and issues of women managers, including redefinition in the organizational culture, networks and mentors, recognition of talent, powers, rewards, and status. Truths about women in the context of their work environment, presented in an informal, anecdotal manner.

Includes papers on single women, dual-career couples, child care, and leave or absence.


Shows women who are no longer satisfied with low-paying, tedious jobs, how to progress into management.


Discusses the backgrounds, opportunities, and other characteristics of current and future female executives.


An overview of the literature tracing women's lack of progress in management.


Examines the increasing presence overseas of women representing their companies.

Presents guidelines for women managers to improve their management style.


Profiles "powerful" women, including executives, journalists, educators, and government officials.


Gives highlights of the report which was based on research on 1,794 women serving as directors on boards of 1,685 corporations, both public and private. Includes graphs and charts of biographical and career path information.


TYPES OF WORK, TYPES OF WORKERS

Government Officials and Civilian Employees


Outlines the progress the women's movement has made against the traditional prejudices of the employment of women in the United States diplomatic service.


A bibliography on topics involving women in politics. They include influences on women's political behavior, access to the policy process, political socialization of women, women as decision-makers, and the impact of the increase in the number of women who are involved in the American political system.


Tests Kanter's hypothesis that sex differences in supervisory behavior result from sex differences in organizational power.


"As the number of women in legislative chambers tripled over the past 14 years, they increasingly have moved into leadership positions. A candid look at some of these women legislative leaders and how they got there, by a former state representative."
Military Service

Discusses the issue of whether women should be subject to the draft and whether they should be allowed to go into combat.


"Some thoughts on the proposal to draft women."


Uses the first class of women at West Point to discuss the side effects of tokenism.

Banking


Academia


21-37. Fox, Mary Frank. "Sex Segregation and Salary Structure in Academia." Sociology of Work and Occupations, 8 (Feb. 1981), 39-60. Investigates whether a high proportion of women in an academic division of a university depresses men's unit salary levels, whether women's salary levels are high in male-dominated and lower in female-dominated units, and whether men are salary-compensated for working with women.


Legal Professions


Health Care, Science, and Technology

Occupational Outlook Quarterly, 25 (Summer 1981), 26ff.


Discusses women in such occupations as engineering, computer programming, physics, and basic research.


*Reviews findings on factors in labor force participation of women scientists and engineers.*

**Household and Domestic Work**


**Entrepreneurs**


*Profiles local entrepreneurs.*


   Discusses the increasing number of women who are becoming entrepreneurs.


Blue Collar and Nontraditional Occupations


   Lists guidelines for supervisors of women in nontraditional jobs.


Other Occupations


21-95. MacLeod, J. S. "Solving the Secretary Problem." *EEO Today,* 7, No. 3 (Autumn 1980), 201-205.


Minorities

Discusses the differences among Mexican, Puerto Rican, Cuban, Central/South American, and other Hispanic women in the United States, particularly in the area of labor force participation.


Examines institutionalized racism, using employment data on both black men and black women.

Includes articles on working and professional women, employed mothers, and nontraditional careers.

Examines the impact of sex-role attitudes and educational attainment on labor force participation of Hispanic women, based on the data from the youth cohort of the National Longitudinal Study.


Primarily a review of the economic literature on the employment status of black women after 1960, with emphasis on supply characteristics, labor market policies, earnings, relative economic status, and 'special groups' (female teenagers, heads of family, and household workers) who are perceived as marginal workers. Includes reference tables, information on data sources, and a bibliography.

Disabled Women Workers


Older and Re-Entering Women Workers


Relates the problems of discrimination and age bias faced by midlife career women and how these problems were successfully handled.


Examines the impact of employment status on the self-esteem, psychological well-being, and physical health of women at midlife.

Discusses several proposals for legislative reform of social security and pension systems in the treatment of female workers.

Based on interviews with a national sample of nearly 4000 mature women, part of the National Longitudinal Survey of Labor Market Experience, 1967 to 1977. Examines problems in re-entering the workforce, employment patterns, occupational sex segregation, the interrelationships of women's and men's attitudes and work behavior, and the economic consequences of poor health and of loss of spouse. With considerable statistics and bibliography.


Five essays dealing with female re-entry in the workforce in West Germany, France, Sweden, the United Kingdom, and the United States. For each country, statistical and institutional analyses and interviews are used to examine the dimensions of outflow, re-entry, and delayed entry of women workers as a unit and as different subgroups and the national policies and programs responding to re-entry problems. Each essay has a list of references.