

	<p><b>Women's Faculty Network</b></p> <p><b>WFN Executive Committee Meeting</b>  <b>September 15, 2010</b>  <b>10:00 – 11:00am</b>  <b>Room 408</b>  <b>Annex Library</b></p>
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### Meeting Minutes Approved

The meeting was called to order by President Elizabeth Umphress at approximately 10 a.m. Members Present: Elizabeth Umphress, Dominique Chlup, Wyoma van Duinkerken, Veronica Sanchez, Ginger Carney, Mary Beth Hueste, Mary Meagher, Nancy Klein, Jia Wang, Lori Taylor, Claire Katz, Stephanie Payne, Chanda Elbert

- I. Introductions
- II. May 26, 2010 WFN Executive Committee Meeting Minutes distributed for approval but vote to approve not called.
- III. Financial Update – Lori Taylor reported
  - We have just shy of \$3000.
  - Last year the Dean of Faculties (DOF) covered the speaker's travel costs for the fall luncheon; we covered the honorarium. Lori mentioned we might want to rearrange who we tap for those resources. Ginger said this year the DOF is just giving us funding to cover both of these things.
  - We came out of the year a bit better than we entered it, so Lori suggested we may want to think about subsidizing the reception meals. Ginger mentioned there's a facility fee for \$120 and \$25 delivery fee. Elizabeth proposed that we charge \$15.95 for lunch to help subsidize the cost. Lori seconded and the vote was unanimous to approve it.
- IV. Reception for New Faculty Planning—Elizabeth Umphress reported
  - Dean of Faculties office will be giving us money again this year.
  - The University Club is now charging \$750 for the new women faculty reception. Only have \$600 budgeted for the event.
  - Ginger asked how many new women faculty there are. Vanessa sent Elizabeth an email and there are 63 new women faculty.
  - Discussion of using G. Rollie White Conference Center as possible alternative. Discussion of using a location on West Campus but the reception would have to be held after 5 p.m. to accommodate parking issues and this may infringe on the number of individuals able to attend. Mary Beth mentioned a student housing building used to host meetings. Wyoma asked how many want of us want to go off campus? Discussion held that several of us would prefer to hold the reception on campus. Ginger mentioned she wouldn't be able to attend if it's held off campus. Nancy Klein mentioned using the Langford Building-The Wright Gallery—college of Architecture. Her college has used it before in conjunction with an event with the Stark Gallery. She will talk to her Dean. Discussed holding the event on a Friday afternoon at 3 p.m. in early October. Need to keep in mind Oct. 15 is the last day for dissertation defenses, so not ideal date.

- Decided that individual representatives in the college will contact new women faculty and the Department Heads and the Deans to invite them to the event. Need to find out about catering and bringing the drinks. If can't get the drinks Elizabeth will do it. Elizabeth will order from Blue Baker or Jason's deli, so the food is provided. Ginger's point: Traditionally, we consider this a co-hosted event with BFA and MALFA. MALFA doesn't typically respond to emails, so Elizabeth will just send an email to both groups reminding them of the event and if they respond will list them as co-hosts if not won't list them.
- V. Fall Luncheon Planning (October 21<sup>st</sup>)—Ginger Carney reported.
- Location Sbisa Quiet Room on October 21<sup>st</sup>. Sbisa Quiet room only place available on that date. Speaker Charol Shakeshaft. Virginia Commonwealth University, Professor and Chair, Educational Leadership. Studying equity in schools. She doesn't want to discuss this topic though. Her current research is sexual abuse of students by teachers. For the luncheon she agreed to talk about women's leadership and roles. Agreed this year we'd like for her to host a workshop. If we all agree, she can do the workshop on sexual abuse of students by teachers. Elizabeth said DOF is to co-host the event. Ginger said she'd double-check to see if DOF wants to co-host the event; Ginger felt that Antonio didn't need to have his name attached to it. The group agreed that it'd be fine to have her workshop focus on the sexual abuse of students by teachers. Ginger will work with her to make sure her title draws a crowd. Ginger doesn't know where we are in terms of making her arrangements. Elizabeth will communicate with Antonio on the sexual abuse topic to make sure it's okay with him before Ginger tells her it's okay.
  - Discussion of the lunch menu. Ginger wants us to decide on lunch menu. Chicken Parmesan, Salmon, Flank Steak, Chicken Fettuccini, and then a Vegetarian side. We all voted chicken parmesan \$15.95—it's what we've done in the past. She'll let us know the veggie options. Veronica's point to add a few dollars to the cost, \$17 will probably be set as the price (we voted later in the meeting to subsidize the price of the meal and set it at \$15.95). Ginger will revise the flyer from last year. And will send out the veggie options, so we can vote on them.
  - We need to arrange a room for the workshop. If DOF co-hosts can ask them to handle finding a room. Lori normally does name tags. We need a volunteer to put together the program—Chandra volunteered. She was informed it'll have to be made and printed.
  - Discussion and point made that we need to work on advertising to ALL faculty. Mary's point if the DOF co-hosts every year maybe we could have someone administratively assigned to the receptions and have it centralized and then we could focus less on this level of planning. The group agreed and Elizabeth said she'd look into discussing this as a possibility with Antonio.
- VI. Mentoring Update – Stephanie Payne—Wyoma van Duinkerken reported because Stephanie not present.
- Working with the mentor/mentoree list provided by Mary Jo Richardson and Fred Bonner. Some mentees have multiple mentors, and then some people didn't realize they had a mentor at all. We need to talk to BFA and MALFA about this as that's part of the problem. There are multiple mentors being provided by each network.
  - MALFA didn't come to last week's meeting. Update given that we now have a joint mentoring program. There are 8 people on the mentoring committee and they met over the summer. Will have 3 voting members from each organization. So far WFN is the only network to bring 3 voting members to each of the committee meetings. Have been meeting once a week. Mentees will be choosing from a website. The networks did get

someone from the DOF to handle those administrative issues. The mentee has 3 choices. If don't get one of those 3, then will have to choose another 3. A form letter will be designed to relay this information. Ginger said we haven't talked about the fact that they decided on an option where we could help them decide on a mentor. We can give them our input to select a mentor. The question was asked do we need MALFA to be attending to have a quorum? They table things to get the needed votes.

- Elizabeth pointed out Stephanie Payne (who had just walked in) has been very helpful working with the DOF office to assist with the mentoring program.
- Elizabeth raised the point that mentoring is open to all new faculty not just women faculty, except Health Sciences Center. We need to advertise and make sure new faculty get the mentoring they need during these challenging times. Mary Meagher made the point that we need to help individuals recognize the difference between what's happening at the System level and what's happening with our own administrators. Mary said the Provost and President are working behind the scenes to challenge some of the things that are coming out of the System. Discussion was held that it would be worthwhile to put together a coffee talk to address and educate junior faculty as to what's going on.
- (We came back to this agenda item again after work life issues were discussed.) Lori Taylor announced the Advances grant has been recommended for funding. Stephanie Payne, Lori Taylor, and Sarah Bednarz are a part of the Advances project. Part of that project is a mentoring group. Stephanie said trying to do some promotion of that mentoring group at Convocation. Point was made that the Advances folks want their group to compliment all of our mentoring activities not to compete or be redundant but to compliment.

VII. Work-Life Issues/Attending Forums—Elizabeth updated.

- She cannot attend the President Reallocation meetings and the staff don't feel comfortable addressing what's going on as they are watching colleagues lose their jobs. The one person in HR who dealt with work life issues was let go. She was ¾ time. Elizabeth would like to have one of us there to attend the meetings and read a prepared statement acknowledging that work-life issues need to be a part of the reallocation discussion. Elizabeth called a vote. Lori said this is about being a marker that WFN wants to go on the record that work life issues should not be forgotten. Lori seconded the vote. Elizabeth would like to propose someone attend the forums. Unanimous vote to attend. One forum is today (Sept. 15) from 1-2:30 and one on Friday (September 17) from 10:30-noon. No one is available from this group, so Elizabeth will send an email during the time using the time delay feature on email. She will send it to everyone who wants to forward it during the time of the reallocation forums.

VIII. Updates about Coffees

- Mentoring graduate students and post docs (to be hosted in the Fall by Kelli PeckParrot and Wyoma van Duinkerken)
- Financial advisor (to be hosted in Spring by Louise Abbot)
- Appropriate service and how to say "no" (to be hosted in spring by Nancy Klein and Mary Beth Hueste)

IX. Webpage Committee—no discussion

X. Other Business

- Flood the system with inaccuracies from the Chancellor's Report.

Meeting adjourned at approximately 11 a.m.