

	<p>Women's Faculty Network</p> <p>WFN Executive Committee Meeting February 7, 2011 12:15 – 1:15pm Rudder 308</p>
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Approved Meeting Minutes

Action Items

- 1) **Stephanie will make the suggestions to Fred regarding what to put up on the mentoring website and the DoF website will be linked to our website's mentoring information.**
- 2) **Elizabeth will work on getting a budget for the Mentoring Social Event from the DoF office. Elizabeth volunteered to pick up books at the bookstore for a door prize—*At the Helm* and *Complete Academic* two books suggested.**
- 3) **Elizabeth to announce on the listserv the Galveston campus celebration of Women's History Month on Wednesday, March 23 from 11:30-1:30.**
- 4) **Ginger will send everyone the link to the article Antonio sent her regarding the glass ceiling of moving from Associate to Full Professor.**
- 5) **Ginger will send Antonietta the name of her mentor in mathematics.**
- 6) **Wyoma will work on seeing if we can get a room in the library for the April coffee event.**

The meeting was called to order at approximately 12:15 p.m. by Elizabeth Umphress

Members Present: Elizabeth Umphress, Wyoma van Duinkerken, Lori Taylor, Dominique Chlup, Louise Abbott, Stephanie Payne, Mary Beth Hueste, Tina Gumienny, Kelli Peck Parrott, Antonietta Quigg (via phone), Ginger Carney

- I. Approve November WFN Executive Committee Meeting Minutes—Minutes approved at the end of the meeting with the change to LaNita's name.
- II. Mentoring Update—Stephanie Payne provided the update.
 - Currently 42 pairs—includes previously matched pairs and 7 new pairs created this fall. 22 potential mentors that haven't been matched yet, and 1 potential mentee from last fall still hasn't provided any information regarding whom they would want to be matched with.
 - Ginger asked if Stephanie had heard yet from a male professor that wanted to sign-up. He was in touch with Ginger last week. Stephanie hasn't heard from him, but it doesn't mean he has not been in touch with the Dean of Faculties (DoF) office.
 - At the meeting with the DoF office on Jan. 26th Fred Bonner and LaNita Jackson in attendance. There was some confusion over mentors and mentees regarding finding people in the pair file when they submit receipts for lunch reimbursement. Wyoma has since helped to clear up this confusion. A sentiment conveyed at the mentoring meeting

that this program should be much bigger. 42 pairs isn't even 42 mentors—it's more like 35 mentors because people are doubled up on mentees, so definitely room for growth.

- DoF willing to host a mentoring social. And BFA would also be involved in co-hosting. Could be held off campus. They didn't give us a budget. Elizabeth will get her administrative assistant to help. We need to strategize it as a way to get new mentees to join. Brainstormed ways to do this—have department heads contact assistant professors. Point raised that some people might be intimidated by having to pick their own mentors. It was also noted that right now the mentoring link at DoF is inactive, so no one would know how to get paired or the process. People might also be overestimating the time cost required—might be thinking you have to meet every month, but we aren't that prescriptive. Packets to new faculty will be distributed soon, so the question was raised why couldn't we get information into those packets—have DoF sign a letter. Last fall, we drafted a letter from Antonio recruiting mentors, but the mentee letter didn't go out as we wanted to make sure there were enough mentors first.
- Elizabeth asked how do we solve the problem of not having the mentoring information available on the DoF website—they have also been updating/upgrading their website since the fall. Stephanie relayed that Fred Bonner wants to know what to put on the DoF website, so it will be easy enough to convey to him at least the link to our website in the short term and could also have them put back on the information that was up last year.
- Lori relayed that the WFN website was down for awhile last week—Lori Taylor's graduate assistant has been in touch with DoF to make sure it's up and operating. It was discussed that at the very least have DoF link to our website, something has to be up before we start advertising a social event. Action Plan Item: Stephanie will make the suggestions to Fred and send Lori the website link to give her GA. If we could at least get the link to how to sign-up, so at this point we are talking about a social after spring break but before the luncheon. We have an event on Feb. 18, so let's plan on having the website functioning by then. Action Plan Items: Elizabeth will work on getting a budget from the DoF office. Also could have door prizes—*At the Helm* book suggested. *Complete Academic* other book Elizabeth has heard of. Elizabeth volunteered to pick up books at the bookstore.
- Discussion of the Mentoring Social—Breakfast will be cheaper, could do Blue Baker off-campus at 8 a.m. on Friday, March 25. Discussion to get Galveston group here could hold it at 10 a.m.—discussion that's right in most of our work day mornings. So Antonietta suggested that since Galveston is having the first Women's History Month in March on Wednesday, March 23, 11:30-1:30 (or until the discussion ends—she's reserved the room for the entire day) maybe a group of us could attend that event. Antonietta is doing the planning for that event and extended an invitation to us. The purpose of that luncheon to discuss challenges we face as women faculty. There are currently 8 women faculty women there.
- Lori asked Antonietta if they'd welcome a College Station mentor and she said “yes” because the full professor on their faculty didn't go through the traditional venue and it would be useful to get a different perspective. Action Plan Items: Antonietta will look for some money for gas, so Elizabeth will send out a flyer announcing their event.

III. Announcement of the Incivility Professional Development Workshop—Dr. Darla Twale speaker from University of Dayton scheduled for April 7. She's written a book on incivility in academics—bullying culture in the Academy. Department heads and other administrators will meet with her in the morning, and the faculty development workshop

will be open to others in the afternoon. We need to get the details and then as soon as that's available we can help advertise it.

IV. We did introductions since it seemed all of us had arrived and there were new faces in the group.

III. Financial Update—not reported.

IV. Commit to Co-Sponsoring Advance Events—There is a technology workshop happening tomorrow, which we agreed to co-sponsor. Since there are monthly events are we okay with a blanket co-sponsoring. This would entail that we'd put our logo on their advertisements and agree to send it out to the listserv. A show of hands how many want to co-sponsor—unanimous and Antonietta said “yes” over the phone. So a unanimous vote to approve blanket co-sponsoring of Advance Events. Lori and Stephanie as group members involved with the Advance Grant group will make sure the events are things that WFN would want to co-sponsor.

V. Update on Coffees

a) Coffee on financial advisor (Louise Abbot)—planning for March. Merrill Lynch. Sabrina Rhodes. She'd like her brother David Rhodes to attend as well since they work together. Do we want to advertise it to men? Informational coffee hour—have you thought about retirement and managing your money for it? Have women in the title, but not just restricting it to women. Women and Retirement and suggest bringing spouses/partners/significant others. Also send it out to staff. Suggestion to include Financial advisor title but maybe not include Merrill Lynch. The point was raised that we don't want to advertise or endorse a specific vendor. So discussion that it would be best to invite someone from HR to discuss changing designations and lots of possible vendors to choose from. Also discussed given the events in March we need to push into April, after the 7th and before our luncheon the 28th.

b) Coffee on appropriate service and how to say “no” (Feb 18th Nancy Klein and Mary Beth Hueste) The panel has diverse department representatives and each person given 10-15 minutes to make their comments and then this should give us plenty of time to have a discussion. Good coffee and Danishes from Blue Baker. Academic Master plan had a block on engagement, so has been some discussion of changing the term from service to engagement. Louise made the point that Engagement could also include income generation—for instance service labs could be broadened to serve not just the University but also outside entities. The example was given of the psychology clinic that serves individuals from the community.

Elizabeth raised the point that only 3 women have served on the T&P committee from the Business School because required to be a full professor and there are so few. We tend to focus on assistant to associate level, but we also need to focus on getting individuals to the level of full. Lori's point—anecdotal evidence that women are apprehensive about putting in packets. Antonio sent an article to Ginger about this very topic, so DoF would be bringing someone from the outside to discuss this—why people get stuck at the Associate level. Potential luncheon speaker, so Ginger will forward the information to

everyone else. The timeline from associate to full is not set in stone, so future idea to discuss. One of our goals is to help women get promoted to the next level. It's also an Advance goal to think about these issues. Antonietta asked for help mentoring mathematics faculty getting grants—Ginger volunteered to send her the name of her mentor who is in mathematics.

Stephanie asked if Galveston group might want to attend the April event. She said yes, so need to consider the venue—Vet school, library (Wyoma will work on that).

Adjourned 1:15 p.m.