



Women's Faculty Network Meeting Minutes

Date: 8/27/2012 Hour: 9am -10am

Location: Harrington Tower Room 575

Presiding the meeting

Jia Wang

Attendees:

Jia Wang (President)
Daria Panina
Jennifer Williams
Gabriela Thornton (Secretary)
Jill Zarestky
Jodie Lutkenhaus
Christine Kaunas, MPH, (Director, ADVANCE Center)
LaVerne Gray
Lisa Campbell (Webmaster)
Louise Abbott (Treasurer)
Mary Beth Hueste
Nancy Klein

1. Welcome back

Meeting started at 9am. Jia Wang (President) welcomed everybody.

2. Approval of minutes from April 10, 2012 meeting

Recognized that April 10, 2012 minutes were unanimously approved before the present meeting.

3. General Business

a) The president introduced the new members of the steering committee and asked for volunteers to help with the mentoring process.

b) New Faculty orientation. Chris Kaunas pointed out that there were about 60 new faculty members attending the New Faculty Orientation; among them approximate 20 new women faculty; ways to reach out to the new women faculty were discussed.

c) Treasurer's Report: Louise Abbott presented the report and account balances as 8/27/2012 (see annex 1). No outstanding bills were reported. In addition to the already existing resources \$ 3,200 were requested by the President from the Office of VP for Diversity for the year 2012/2013.

d) Mentoring : a call for mentors volunteers was launched.

d) Website: Lisa Campbell will update WFN's website. She requested pictures of last year WFN activities. Discussions were held on how to use the website to better promote women's achievements.

4. Fall Luncheon Planning- Jia Wang

a) An organization committee was established; committee members: Jill Zarestky and Jennifer Williams. Jia Wang proposed that President Loftin would be invited. A proposal was also made that our own promoted faculty will be part of the luncheon panel eliminating the need for outside guests and, at the same time, highlighting the accomplishment of our own women faculty. The proposal was agreed upon by the present members and Dr. Hueste was selected as one of the panelists for the fall luncheon.

b) the WFN members also agreed on a tentative time period for the luncheon: the last two weeks of October. However, Jia wang indicated that she will send an email today with proposed dates.

c) Agenda/Flyer : Jia Wang's graduate student will continue to help with this.

d) Location: no definitive location yet. Members were asked to propose possible locations.

e)-g) Lunch –price and menu; depending on the location the price, menu, and registration will be determined.

5. Outstanding Mentoring Award

Jia Wang asked for two members to participate in the mentoring award committee. The present members agreed that Dr. Hueste will be the chair of the committee. The other two members agreed upon were Dr. Lisa Campbell and Alina Perez (proposed by Chris Kaunas). Note: Alina Perez was not present to the meeting.

6. Coffee Talk

a) date: it was agreed that the fall semester will include only one coffee talk. Jodie Litkenhaus will host the event and find a sponsor. Brainstorm session needed to find a panel.

b) tentative time for the coffee talk: November, week before Thanksgiving. Jodie will be responsible for finding an exact date.

c) topic: "The Balance Beam" (work-life balance) was agreed upon. The tentative timeframe of the coffee talk: 1pm-2pm.

7. Future Meetings Scheduling

All present agreed that next meeting will take place on a Monday from 9am-10am.

The WFN meeting concluded at 10am.

Annex 1: Louise Abbott's Report

Account balances 8/7/2012

WFN Enhancement of Graduate Studies	+ \$	0.00
WFN Workshop	+\$	3,286.89
WFN Mentoring Program Enhancement	+\$	4.67
WFN Improvement Fund	+\$	800.00
WFN Scholarship	+\$	100.00

TOTAL	+\$	4,191.53
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Money from the Office of Diversity will end on 8/31/12

A new request for the next fiscal year needs to be made

Outstanding bills	+\$	0.00
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