

University Committee on Women Faculty and Students

Meeting Minutes for October 13, 2014/Room 500 Main Building, 8:15 a.m.

Members present: Laura Carlson (chair), Kevin Barry, Aedin Clements, Paulette Curtis, Alison Leddy, Kristen Loehle, Jennifer Mason McAward, Mary Ann McDowell, Nicole McNeil, Catherine Perry, Samantha Salden, Rebecca Wingert, Grace Xing

Members excused or absent: Karen Hooge, Ann Tenbrunsel, MacKenzie Warren, Pamela Wojcik

Non-voting members present: Todd Dvorak, Amy Geist, Sharon Keane, Catherine Pieronek, Mirella Riley, Sarah Wake

Guests: Dan Myers, Vice President and Associate Provost; Katherine Spiess, Associate Professor, Finance; Meredith Chesson, Associate Professor of Anthropology

1. **Election of the chair:** By voice vote, members elected as chair of the committee Laura Carlson, Vice President, Associate Provost, and Dean of the Graduate School.
2. **Minutes of the meeting of April 2, 2014:** approved
3. **Announcements and Updates**
 - (a) Members should send Mary Hendriksen (mhendrik@nd.edu) comments on the draft annual report of the UCWFS by Friday of this week.
 - (b) Also by this Friday, members should send Mary Hendriksen names of women faculty, both tenured and non-tenured, for the four lunches with the Provost funded annually by the Mapother Fund.
 - (c) Sarah Wake, Advisor to the Vice President of Research, updated committee members on two initiatives in her office:
 - (1) Faculty Administrator training—a leadership training workshop for faculty members who are appointed to serve in administrative roles where they will be interacting with other faculty members, staff, and students.

Oftentimes faculty members appointed to administrative roles have not previously served as a supervisor – they are mentors to their students and colleagues to other faculty members. The types of interactions present in those relationships are much different than the interactions between a supervisor and subordinate. The goal of this training is to ensure that Notre Dame faculty members are armed with the tools they need to succeed in administrative roles by providing information about expectations, policies, procedures, and resources.

A pilot program in the Office of the Vice President of Research (OVPR)—specifically, with centers and institutes—will be launched in January 2015, with plans to expand the program to the entire University.

- (2) Inclusion training program (in development): A training program for faculty regarding fostering inclusion at Notre Dame. It, too, will be piloted in January—with a small group from the OVPR and the Office of the Provost.

Any committee members interested in participating in the pilot should contact Ms. Wake as soon as possible.

4. Faculty Experience Survey Results: Dan Myers and Katherine Spiess

Prof. Katherine Spiess, chair of the Blue Ribbon Committee on the Faculty Experience Survey, and Prof. Dan Myers, Vice President and Associate Provost of Faculty Affairs, attended the meeting to provide an overview of the Spring 2013 survey of Notre Dame faculty.

A copy of the report can be accessed here: <http://provost.nd.edu/provosts-initiatives/notre-dame-faculty-experience-survey-2013/>

After a full discussion of the report, comments were that there are likely to be significant differences in climate in departments; that it would be helpful to do a case study of units that report a high level of satisfaction and to share best practices; and that It might be interesting to compare the level of satisfaction of women to men in several other non-academic arenas—for example, law, medicine, etc.

Prof. Carlson noted that follow-up interviews with more than 50 women faculty members were being conducted by the Provost's Office in connection with the Climate for Women Project. Also, Prof. Hugh Page is conducting individual interviews with faculty from underrepresented groups. These individual interviews will enhance the University community's understanding of the survey results. Town-hall meetings are also being held this month, as well as college and departmental meetings.

At the committee's next meeting, members will brainstorm about possible Committee actions in regard to the survey results.