

## MU-ADVANCE Team Meeting

Tuesday, January 15, 2008

10:00 AM

### Minutes

**Present:** Marcia Harrison, Elaine Baker, Frances Hensley, Beverly Delidow, Liz Murray, Jan Fox, Michelle Douglas, Denise Hogsett, Pat Logan, Judy Silver and Heidi Williams

#### Announcements

- The NSF-ADVANCE PI meeting is forthcoming. MU-ADVANCE needs to know who will likely attend no later than today, Jan. 15, 2008.
- Grant Chat 2 was held Friday, January 11, 2008. The grant chats continue to be a success.
- Marcia has a meeting with Dr. Paul Hill, WV-EPSCoR, on Friday, Jan. 18 to discuss collaborative efforts between MU-ADVANCE and WV-EPSCoR.
- Jean Chappell has been appointed a Dean for the MCTC. Bev suggested that she submit newsletter articles to MU-ADVANCE.
- Bev reported briefly on her trip to the AAMC Midcareer Women Faculty Development Workshop, funded partially by a MU-ADVANCE mini-grant. It was a very eye-opening workshop. She was able to attend three professional development workshops. A great deal of time was devoted to CV development. She will pass much of the information along for MU-ADVANCE to share with other faculty.
- Jan reported that Digital Measures, the storehouse for faculty productivity, is progressing and is getting closer to begin faculty training.

#### Policy Changes Report

- The Catastrophic Leave Proposal was submitted and reviewed by Senior VPs and Jim Stephens and Mike McGuffey. They found numerous problems with this proposal – there is no state code for faculty catastrophic leave, only for staff members. With that in mind, Frances changed the proposal to a “Modified Duties” Proposal, following Virginia Tech’s model. (A handout outlining this proposal was given).

Remarks about the modified duties proposal:

- Add a section in the policy stating the different types of modified duties a person could apply for (i.e., 50% time, 100% reassigned time, etc.).
  - After investigation, list how this will or will not affect the pay rate of the individual receiving the leave. At this time, it is assumed that the pay rate will not change. A person would receive new assignments in their absence, such as curriculum development.
  - Add a statement that this would only apply to 9-month employees.
  - Short-term and Long-term disability policies should be examined.
- Next step would be to determine where the money for the replacements would come from?

-Changing the Tenure Decision Date – a policy for this has been drafted (handout given), but not submitted.

Remarks about the Tenure Decision proposal:

- A separate, additional policy would need to be drafted for research faculty. Research faculty are not really addressed in the Greenbook.
- -Would there include an appeals procedure for people who are turned down for tenure clock extension?
- -It was also suggested that tenure clock decisions could be denied by Chair or Dean if those requesting the extension did not also apply for the modified duties leave. Therefore, how the two policies will work together needs to be spelled out clearly.

-It might be a good idea to ask HR to determine how many people in the past have requested either modified duties and/or a tenure extension to get an estimate of how many requests could be potential once/if these policies are intact.

-It was noted that this type of policy should be added that Marshall otherwise we cannot compete with similar institutions without comparable policies to aid faculty.

-Dual Careers website development is underway. Liz is creating a website to showcase successful dual-career couples at Marshall as well as the services we offer to dual-career couples.

#### Recruitment Report

-An updated search chart was passed around.

-There is an additional open CITE position not listed on the search chart.

-The Biology position is held up somewhere.

-An update from the Chemistry searches will be requested.

-The Dean searches need to be tracked. COLA dean search is bringing in 2 females and 1 male.

-The Dean search committees will be informed about MU-ADVANCE and information about how we can aid in the search process and how MU-ADVANCE can benefit the new dean once here. This could be used as a recruiting tool.

-Michelle Douglas has access to all search data if updates are needed.

-Michelle Douglas has taken over responsibility for the open positions bulletin. Ads that have expired or if the position has been filled will be removed from the site. Michelle will see that the site is updated regularly.

#### Faculty Development Report

-Elaine and Marcia are meeting with new hires, those hired in Sept. and those that are now starting Marshall. The meetings thus far have been informative.

-A “practices” leaflet will be developed.

-It was suggested that MU-ADVANCE look into other ADVANCE institutions to see if/how their liaisons on search committees helped with hiring women.

-The article on attrition was passed around. It was suggested that a line be added to show the % of women leaving STEM, rather than an overall % leaving STEM.