

MU-ADVANCE Meeting
Dec. 15, 12:00-1:30 p.m. in Room Science 350.
Minutes

Present: Marcia Harrison (PI), Co-PIs: Bev Delidow, Kathy Miezio, Liz Murray, Judy Silver, Administrative Partners: Howard Aulick, Jan Fox, Frances Hensley

Minutes:

1. Program Director Search

The Search Committee recommended we offer the Program Directorship position to Tina Cartwright. If she declines the position, we will make an offer to Dawn Holliday.

2. Evaluation Update

Kathy provided a summary of her collection of salary and work-load data and an overview of the reporting model that we adopt for the program. The Committee discussed other elements of salary such as grant supplements, consulting, etc. that will not be evident in the raw data and we should consider in the evaluation. Kathy is also interested in collecting data to evaluate productivity in terms of external funding. Howard discussed the ways in which funding is documented at MURC. Marcia Harrison suggested that for consistency we provide a form (using the elements of the model) when requesting data from different units. Actions: Kathy submitted her plan for the group (attached). Marcia will draft a form for data requests.

Kathy is also working on the climate survey and looking into IRB approval. Action: Kathy should send the committee members and Program Director for review.

Marcia and Frances provided updates concerning the data required to complete the Toolkit Tables for NSF-ADVANCE programs. Marcia provided a summary sheet that shows that we are close to having all data for items 1, 2, and 7. Data for 5 and 6 are being collected by IR. However, data concerning tenure and promotion (items 3 and 4) are sensitive items, not easily accessible, and will have to be collected personally by Frances and the new Program Director.

We also discussed the role of the untenured temporary faculty at Marshall as an important component. It was recommended that included parallel data for our untenured temporary faculty positions as part of our toolkit analysis as it may provide some important data for our faculty development and future grant-preparation efforts.

Jan pointed out that the MU websites have a web stats program that we can use to evaluate web traffic to our sites.

Jan also noted that IPEDS (<http://nces.ed.gov/ipeds/>) has institutional data that we can use to compare Marshall University with peer institutions.

3. Dissemination of MU-ADVANCE Information

Marcia reported on the outcomes of her meeting with the Department Chairs and Deans. The Committee discussed dissemination of MU-ADVANCE information to the faculty as a priority for next semester. It was proposed that a MU-ADVANCE meeting to all women STEM faculty would be a good method to discuss the program elements and begin networking. WE also need to present MU-ADVANCE information at departmental or college meetings.

4. Recruitment

Judy provided a table that summarized the current searches and asked us to update the MU-ADVANCE reps to each committee. The role of the MU-ADVANCE rep was discussed. The consensus was the MU-ADVANCE Committee member would act as a contact and consultant for the searches, as needed. The exception would be those searches within departments where the MU-ADVANCE rep is a faculty member on the Search Committee. The MU-ADVANCE contact can also help prepare meetings with women faculty and members of the MU-ADVANCE Committee when interviewing women candidates. Action: Judy has submitted an updated table with the current MU-ADVANCE reps listed for the specific searches (attached).

The Committee also discussed assessment of recruiting efforts. For this, the information for previous search is in HR and will need to be extracted directly from their files.

Marcia presented a brief overview of the recruitment enhancements efforts. Bev recommended that we send ads to Post-Doctoral Associations at various universities as a recruitment effort.

Item:

The Committee agreed that the Dept. of Geography should be included in the MU-ADVANCE Program.

Spring 2007 Plans and Announcements:

1. Grant awards-Mini-grants (travel and support for collaborative groups-budgeted 4 @1000 each). Action: Bev and Marcia will draft an application using the Quinlan/ Inco-type format.
2. The Fellowship proposal procedure was briefly discussed. Action: Bev and

Marcia will review similar NSF-ADVANCE Fellowship procedures and make a recommendation for the application and review procedure for our Fellowship.

3. Policy Changes Committee. Marcia distributed the WVU Family Friendly policies for the MU-ADVANCE Policy Committee (Liz, Pat, and Frances) to review and make recommendations to Jan, Frances, and Judy who all serve on the University Policy Committee. The committee discussed other policy issues such as maternity leave that we might evaluate.
4. Advisory Board meeting will occur this spring-prior to the May NSF meeting.
5. Marcia will determine the date of the PI meeting in DC as soon as possible. It would be ideal to send a good delegation to this meeting.

Other items:

Kathy also brought an article, "How to Network: For Introverts" that she found very enlightening. This is appropriate considering our emphasis on networking. Also, it opened the discussion of resources for the MU-ADVANCE program. I receive many relevant articles and for us to review. It was also recommended that we purchase a subscription to the Chronicle of Higher Education for the MU-ADVANCE Office.