

SWIG Business Meeting Minutes **9/15/08**

Attendees: Laura, Marina, Katie, Destiny, Jodi, Emma, Maureen, Melissa, Amy A-G, Kristen, Ann, Beth, Jess H-C, Nicole, Crista, Raymond, Nancy P.

Introductions – what is SWIG, what do we do?

- SYWIG/Philly SYWIG
- Coffee Hour Lunches
 - This year we have 4 women coming – more than usual
 - Related events – like Dydia Delyser writing workshop
- Department Climate Meeting – happened at the end of last year – took place with SWIG members/officers, grad reps, Melissa, Karl & Cindy. Came out of discussions from toolkit seminars on how to better climate for women in the Dept.
 - Melissa mentioned that she had follow-up conversation with Karl about climate – thinks he better understands what we mean by “climate”
- AAG Panel Sessions → SWIG “Special Session”
 - Last year there was a call from others outside Penn State for PSU SWIG to organize some kind of meeting/event/conference to discuss SWIG-related issues outside of AAG meeting
 - Fred Shelley from University of Oklahoma emailed Destiny at the end of the summer asking us when we were planning our conference, bcz he wanted to make flight reservations for himself and a student
 - SWIG Officers had discussed doing this as an add-on to No)Boundaries grad conference – a “Special Session” with panels, workshops, etc.
 - Discussed with the group whether this is something we’d like to do – there was widespread approval for the idea
 - Kristen mentioned that the Civil Engineering Lodge is a very reasonable facility where people could stay the night – retreat-style (big discount for Penn State - \$350/night for the whole thing?)
 - Big thing will be to make sure it doesn’t overlap with any other events – VOICES, Women’s Studies conference, etc
 - Marina is on the No)Boundaries planning committee, and they’re having their first planning meeting this week.
 - SWIG Officers need to meet with Karl & Brent to find out if Dept would be willing to match funds for the session.

What do you want to get out of SWIG?

- Subcommittees – Kristen brought up the subcommittee system used last year – she thinks that it was very effective and wanted to know if we were planning to use the same system
 - Katie mentioned that there were some successes using the subcommittee system (Advocacy group) but that other things (like Coffee Hour lunches) didn’t really work as well. There was discussion that we should do project-based subcommittees this year.
 - SYWIG Day
 - Special Session of SWIG
- Mentoring/Networking – we discussed an idea that came out of the Department Climate meeting last year to have mentors facilitate meetings with faculty members for their mentees, in order to help grads “take the initiative” and cope with the intimidation factor of meeting faculty.

- Amy pointed out that due to established structure of academia, female grads don't have as much access to information as male grads, and Destiny pointed out that based on that, this could be a SWIG initiative.
- There was some discussion of having a networking event with new grads and seasoned grads, where new grads could talk about their research ideas and get ideas from seasoned grads on who to talk to, share experiences, etc.
- It was decided that:
 - Meetings with faculty – **NICOLE** would bring up the idea again with grad reps, and if grad reps are not interested in pursuing it fully, SWIG will consider spearheading the idea for SWIG members
 - Would be a good way to encourage new grads to be a part of SWIG
 - Might be something undergrads could be a part of
 - Networking event – the next SWIG social meeting can be converted to a more formal networking meeting. **MAUREEN** said that she would work on that, and **NICOLE, CRISTA** and **LAURA** also indicated interest in helping organize it.
- Melissa's notes – Melissa had to leave at noon, so she mentioned a few things before she left:
 - Cindy Katz is coming this year (she was supposed to come last year but had to cancel), and there should be extra \$ to pay for her lunch –from Women's Studies or elsewhere (so SWIG won't have to pay for it).
 - Cindy wants to have a party (with dancing) while she is here, and Melissa will be planning an event at her house
 - Melissa is available to help us on the budget stuff with Brent and Karl
 - She wants everyone to know that she is available to meet with anyone who would like to talk to her – please feel free to set up an appt to chat.

Other TO DOs:

- Dydia Delyser writing workshop on Friday at noon – need someone to organize a space, order food, and publicize the event – **NICOLE & MARINA** will work on that
- Collaborations with WISE & GWIS – WISE will be holding an event called "Expand Your Horizons" and they want SWIG to plan a hands-on activity for junior high schoolers. Since we might ask them for \$\$, it would be a good idea to help out. **KATIE & JODI** will put in the application and **AMY A-G** volunteered to help out with the activity on the day of.
 - Someone pointed out later that this would be a great way to involve undergrads in SWIG – asking for volunteers to help with stream table, etc.
 - GWIS is hosting an "Inside the Scientists Studio" series once a month with female speakers from each of the five STEM colleges. Look for more information in the coming weeks.
 - GWIS sponsors the VOICES conference every year and they have requested our presence in planning. Katie has been attending meetings. The conference will be held on Feb. 28th in the Nittany Lion Inn.
- AAG Newsletter – Following from Fred Shelley's recommendation, we have the AAG interested in doing a story about SWIG in the AAG Newsletter.

MAUREEN, JODI, AMY A-G, and **MARINA** are interested in working with Mike to write an article.

- Kristen mentioned that we should make sure before we publish something that we know the **official** story on how exactly SWIG contributed to the university-wide new child policy. We should check with Eva Pell.
- Destiny mentioned that the article should mention the SWIG “Special Session”
- Someone else suggested that we include a “to make a donation to SWIG, contact Jodi Vender”
- It was also pointed out that versions of this article could be sent to other organizations – like a press release
- SWIG Website needs to be updated – **BETH & JESS H-C** will make sure that Mike has the changes that need to be made throughout the year.
- Funding for AAG Meeting – Katie explained that STA (Student Travel Agency) has closed, so we have more flexibility with how we travel to AAG to obtain reimbursement – one issue that needs to be revisited in future meetings is how to allocate funding priority to *active* SWIG members (how do we define “active”).
 - Kristen pointed out that this issue has been discussed before and if we go through meeting mins of the past, we might find how we determined it before.
- SWIG Awareness – we discussed how SWIG can be more visible and inclusive in the department
 - Crista pointed out that SWIG could be more active in orientation activities for first year students
 - SWIG Mission statement should be publicized more broadly
 - SWIG Bulletin board needs to be updated – **AMY A-G & RAYMOND** will update it with current activities, mission statement, etc
 - Amy mentioned that at her past dept they had movie night socials that were very popular – **AMY A-G & JESS H-C** will look into what would need to be done to put this together.
- Undergrad involvement – Nancy P. and Emma talked about how we need to figure out how to better include undergrads. Some things they and others mentioned that might resonate with U-Gs:
 - Movie night socials
 - SWIG awareness
 - Mentor/menteeing btwn undergrads and grad students for help applying to grad school, etc
 - Mentor/menteeing for AAG meetings bcz U-Gs get really overwhelmed
 - One point that was brought up is that maybe biz meetings are not the best place to “turn-on” undergrads to SWIG, since they’re mostly about grad issues. Think about including undergrads in more activity-based stuff.

Destiny will email L-SWIG to set up a Doodle for next Biz Meeting – send the officers emails of interested grads to add to the listserv!