

SWIG Business Meeting Minutes 10/22/08

Attendees: Laura, Katie, Destiny, Jodi, Maureen, Melissa, Amy A-G, Ann, Jess H-C, Nicole, Crista, Elizabeth, Erica Smithwick,

New Stuff

- Budget meeting with Karl & Brent
 - Dept agreed to fund us at the same rate as last year
 - With budget cuts throughout the Dept, this is a vote of confidence for SWIG
 - Total budget is \$2600
 - Karl suggested we seek external funding – look at EMS Strategic Plan and identify ways that our activities intersect with college goals.
- Meetings with Cathy Lyons, Dean of Educational Equity
 - Officers met with Cathy and gave her a rundown of recent and planned SWIG activities
 - Cathy indicated that her office would be willing to contribute funding for a number of our activities, if we apply through her office:
 - AAG funding
 - SWG talk in D.C.
 - Philly SYWIG
 - Special Session – she recommended we apply for a multi-year EOPC (Equal Opportunity Planning Committee) to fund our Special Session. Unfortunately the deadline had passed for this year but she called Mike Blanco (in charge of committee) to find out if we could possibly get emergency funds for this year and he said that if we get a mini-proposal to him within the month they would consider it. Cathy advised us to “aim high”.
 - Cathy said her office would help cover some expenses and after putting together a rough draft itemized budget she agreed to fund \$750 of the cost out of her office.
 - Proposed Budget for Special Session is approx \$3300 and includes keynote expenses (airfare, hotel, per diem and honorarium) per Cathy’s suggestion.
- Commission for Women Report –
 - Katie went to the first half of the Commission for Women retreat. CFW is a largely faculty and staff organization, but does do some good research that impacts all women in the Penn State system.
 - CFW is releasing for the first time ever a Report on the Status of Women in the PSU system. The report will be minimally in hard copy form, but mostly online. The online data will also allow for people to manipulate the data as they feel necessary. Reports will be released biannually.
 - This first report is based on the Ohio State report and is very basic and general in content. Most of the data came from Human Resources which was somewhat limiting but sufficed for the first report.
 - **KATIE** will send around the website with the report and other information about the Commission including its mentoring program.
- SWIG Logo – Per the online vote, the new SWIG logo was decided – the red orange logo (below) will be the new SWIG logo.



Follow Ups from Last Biz Meeting

- Mentoring Subcommittee Report (Laura and Crista presented their meeting notes, I'm pasting Crista's email notes here):
 - Focus: Broadly, we agreed that our goals have to do with providing information and serving as a point of contact between newer and older graduate students, and between grads and professors in a formal or semi-formal capacity. That said, we need to be aware of the potential for overlap with other SWIG subcommittees regarding events and purpose. Jess is serving on both, so this should mitigate that to some degree.
 - Events/functions: we came up with three events/functions we want to pursue, including (in order of discussion) --
 1. A potluck with grads and profs (possibly post-break/early spring semester).
 2. A series of events (mainly round tables) where older grads will present information on some topic, then the floor will be open to questions from newer grads. Potential topics include the candidacy exam, choosing an adviser, grant writing, TAing/teaching, women's issues in grad school, etc. Topics would be based in part on needs/wants identified by the first year cohort, and in part on what older grads wish they had known when they were starting out. We will start on this ASAP, pending contact with the grad reps (to avoid duplication of effort, maintain good relations, possibly collaborate). (I have agreed to broach the subject with the grad reps and send out feelers to the first years.) **NICOLE** also agreed to help with this.

3. Open door mentoring. That is, the first years all have mentors, but there are still older grads who have offered to mentor and were left unpaired, and who would be willing to serve in an open-door capacity. Katie also provided us with a heads up on the mentoring work being done by the Commission for Women for faculty and staff -- we might be able to use this as a model.

- DDA note: There was some discussion in the biz meeting about also thinking about a faculty open-door mentoring program, where faculty members would agree to be SWIG open-door mentors. Grads would know that faculty members have agreed to serve and this might help widen avenues between grads/faculty.

- SYWIG Day
 - We have a group of girls (max 30) coming from Mt. Nittany Middle School and Park Forest MS on Fri, Nov 7. We need folks to sign up to help out with activities! Katie sent a signup sheet around. **If you're available to help, please contact Katie!**
- What SWIG does
 - Destiny is concerned about trying to find the best way to do all the stuff that we want to do. Not sure about subcommittees for some things, and acknowledging that time is a scarce commodity for everyone.
 - It may be helpful to give projects priority status, maybe by shortlisting them as "things we definitely want to accomplish" versus "things that would be good to accomplish if we have time". This list could go on the website or out on the listserv for feedback from SWIG members.
- AAG Newsletter
 - **MAUREEN** plans on getting on this soon. Help from other people who have expressed interest is appreciated
- SWIG Website
 - Beth Bee and Mike have updated this, except for the members page
 - (since at the previous meeting there was discussion about defining what membership constitutes and whether there should be levels of membership).
- AAG Panel Sessions
 - Interest has been expressed in organizing a SWIG panel. **ANN** and **MARINA** are working on this.
 - Jodi suggested maybe organizing a separate panel for undergraduates.
- Special Session brainstorming
 - Amy Avery suggested the new title "Balancing the Academic Ladder".
 - General agreement that the font or something on the No)Boundaries poster should be changed so that the SWIG special session stands out more.

- Suggested focal points for the special session: “best practices” for SWIG or SWIG-like organizations, how to start your own organization, how SWIGS can be most effective, etc.
- Suggested speakers/panels:
 - Eva Pell or another administrator who worked on establishing the family leave plan.
 - Rod Erikson
 - Cathy Lyons
 - Session on the process of publishing/ presenting in the conference world
 - Undergrad panel (this is something the college could use in its recruiting materials)
- Maybe this session could be combined with visits from potential grad student applicants, or some sort of grad recruitment event?
 - This would have to be worked out with Deryck Holdsworth/Brent Yarnal.
- Could be combined with EMEX undergrad event that weekend
- Could be combined with the Miller Lecture (Jan Monk as the Miller speaker?)
- Undergrad Involvement
 - Some suggestions that we should not try to force the inclusion of undergrads, but rather find opportunities where our interests overlap with UnderDogs and start taking advantage of them more (ie SYWIG day).
 - We don’t want to exclude undergrads, but we also want to continue our focus as a graduate organization.