

**Meeting Minutes**  
**Chancellor's Committee on the Status of Women**  
**Academic Professional Sub-Committee**  
September 22, 2009, 12:00 p.m.

**Attendees:** Jacquelyn Jancius, Yesim Anter, Wenjing Rao, Sara Spiegel, Stephanie Chamberlin, Mona Hunt

The meeting started with introductions.

**I. Old Business**

**A. Task Force Updates**

1. *Mentoring Task Force:* The AP Mentoring Program website is now available. <http://www.uic.edu/depts/oe/APMP/>  
There is also an email address: [apmp@uic.edu](mailto:apmp@uic.edu)  
After the last meeting, Jacquelyn sent out the Mentoring guidelines to the CCSW AP email list along with a request for mentors. The CCSW AP subcommittee is helping the APMP committee to recruit mentors. Next week, the APMP committee will send out a mass mail to start recruiting protégés to participate in the pilot program. Stephanie who is working on the APMP committee reported that six mentors (as of last month) have been confirmed so far. They have some other applicants that have expressed interest and they are following up with those individuals. The APMP committee is still interested in recruiting mentors; anyone interested should request an application. The pilot program will run through the end of the spring semester. They plan to kick off the program with an event and may also do an event at the end of the program.
2. *Professional Development Task Force:* The committee discussed that it was satisfied with the topics for events that we are currently discussing but would like to maintain the focus of the task force.
3. *APAC AP Survey:* Kris could not attend the meeting but sent us a report to share with the committee.

The AP survey that we are co-sponsoring is expected to go out in mid-October.

-- The Chancellor wants a question to learn ideas for ways to improve AP morale that don't involve pay increases (eg. flex time, telecommuting). If there are any suggestions, they can be sent to me and Kris will send them to Michael Moss.

We discussed the AP survey - some ideas for motivating employees without increasing their salaries. Jacquelyn will ask Kris to share these suggestions with Michael.

- Having healthy food options on campus (the campus lack health food eateries). Or departments providing healthy foods to their staff.
- Allowing employees to use work time for community service projects (An example was to give every employee 1 hour of community service time per month of their contract. The employee can use that time to do a community service project.)
- Attention to facilities - having clean facilities (such as bathrooms, classrooms, cafeterias).
- Doing more to help women transition from maternity leave to working by offering lactation rooms, infant care options, and options to bring your child to work when necessary.
- Giving departments a fund to be used for employee team building exercise, out of the office outings (such as going bowling at the campus bowling alley), or using the funds to offer massages (we have a massage services already on campus and they can come out to offices to provide their services), or yoga classes in the office (we also have yoga instructors that work for UIC - and they could do instruction for departments once a month).

Kris also reported to that APAC has planned some tentative events for the year including:

- September: HR talk on Sept. 24 regarding the SUCS Audit
- October: AP/APAC team for East Meets West American Heart Association Walk
- November: Resource fair
- December: Volunteer opportunities
- January: Martin Luther King Day volunteer opportunity
- February: Lee Bridges/SURS - retirement
- March: Rescheduled Chancellor talk?
- April: Sustainability Office/Earth Month
- May: Ice Cream Social

## **II. New Business**

**A. Focus Areas for AY2009-10.** The committee discussed the APAC events and the type of event the AP subcommittee would like to organize to complement APAC events. The AP subcommittee would like to host events focused on professional development and leadership.

### **B. CCSW AP subcommittee website page**

We routinely post the meeting minutes and other materials on the CCSW website.

<http://www.uic.edu/depts/ccsw/committee/AP.html>

Jacquelyn will ask Connie Ping to help us to update the website.

**C. Events:** Some event ideas were generated during the last meeting and the co-chairs asked for volunteers that would be interested in organizing some events.

1. **Women's Leadership:** Sara volunteered to help organize an event on this topic. She will reach out to Vanessa Peoples and ask her if she is interested in being a speaker again. If Ms. Peoples is interested, Sara will work with her to develop the event idea and any other speakers. We'll try to organize the event on the West campus and Sara would like to have the event in either December or January.
2. **CAPE Awards:** Yesim and Stephanie volunteered to organize this event. Stephanie suggested having the event in November following the Employee Recognition day (Nov. 4). They will organize the event on the East campus. Yesim and Stephanie will meet next week to begin planning the event.
3. **Motivation:** This topic is still being developed as an event idea and something that could be done in the spring. The committee discussed that there are two possible angles for this event, self-motivation and how to motivate people in your department. If you would like to volunteer to organize an event on this topic, please contact one of the co-chairs.
4. **Networking:** Jacquelyn and Tanya volunteered to organize a "speed-networking" event for the spring semester.
5. **Negotiating:** Kris and Tanya are working together to organize an event on Negotiation. Caryn Bills, Director of Office for Access and Equity and Dispute Resolution Services, has offered to be a possible speaker for this event. This will likely take place on the West campus.

#### **D. Event Planning Guide**

The co-chairs have created some guidelines for committee members that are interested in organizing and host CCSW AP subcommittee events. The guidelines are distributed to the committee members who currently volunteered to organize events. The guideline is not currently on the website, but we will post it as soon as possible.

#### **E. Other:**

1. Jacquelyn mentioned to the committee that there are events such as the Woman of the Year Award that anyone is welcome to attend. No date has been established for that yet.
2. CCSW does not yet have a final budget. We have estimated that we will have \$1,000 for our budget. We've committed \$100 to the AP Survey co-sponsorship. The co-chairs have asked event organizers to keep the cost of running their events between \$100-150 per event.