Minutes
February 17, 2015
12:00-1:00 p.m.
Committee on the Status of Women (CSW)

Attendees: Dr. Amy Franklin, Susan Guerrero, Dr. Ezinne Ogbureke, Janet Peri, Dr. Marenda Wilson, Dr. Allison Ownby, Dr. Jing Wang, Dr. Catherine Troisi, Nesh Aqrawi, Dennie Clemons, Joan Hernandez-McClain, Jenna Taylor, Renee Williams, Shvon Lowe, Brenda Adams, Daniella Chambers, Kathy Rodgers and Sahar Sarfaraz.

Absences: Dr. Mona Khan, Cheryl Loudd, Amanda Boyce, Dr. Mary Ann Smith, Michele Stanton and Stephanie Bradley.

I. Welcome & Call to Order
Ms. Jing Wang, 2014-2015 Chair called the meeting to order at 12:02 p.m. New members, Dr. Catherine Troisi, faculty at the School of Public Health, and Ms. Daniella Chambers, student at the School of Public Health, were introduced to the committee. Ms. Angelique Harding from the Society for Women and Leadership was introduced.

II. Approval of January 20, 2015 Minutes
A motion was made and seconded to approve the January 20, 2015 minutes with changes.

III. Society for Women and Leadership (SWAL) Introduction
Ms. Angelique Harding and Dr. Cathy Troisi introduced the Society for Women and Leadership (SWAL), a student organization formed by students at the School of Public Health, to the committee. SPH recognized the need for a leadership group for students and modeled their committee after a successful program at Harvard. SWAL meetings and events are open to all UTHealth students, faculty and staff. The Society intends to help women advance their careers and engage in community service activities. The committee discussed possible collaborations between SWAL and the CSW Professional Development committee.

IV. UT System Women’s Leadership Conference Summary
Joan Hernandez-McClain reported back to the CSW after attending the Inaugural UT System Women Senior Leaders Network Workshop: Sponsorship – Developing Future Women Leaders in The UT System. The workshop focused on sponsor/protégé relationships and had very useful sessions on negotiation, networking, leadership and self-promotion. There was discussion around how these themes could be integrated into the Professional Development sessions that the CSW sponsors. Joan will extend an invitation to Dr. Liz Travis from MD Anderson Cancer Center to attend a CSW meeting.
V. Subcommittee Reports
Awards Subcommittee
CSW members were asked to vote to either move forward with the FY 2014 DPW Award and seek nominations or hold off on nominations for the award this year. The committee elected to proceed with DPW nominations. The committee agreed upon a timeline for the award as follows:

- 3/2/14: Call for nominations
- 4/3/15: Close nominations
- 4/15-4/20/15: Sub-committee members review nominations
- 4/21/15: Notify CSW members of award recipient at April meeting

Several dates are reserved at the Cooley Center for the DPW Award Luncheon. A doodle poll will be sent out to the committee to find a date that works best for the committee. The final decision on the date will be determined by the availability of the winner. A few modifications will be made to the announcement prior to 3/2/15, including a focus on women’s history month and inclusion of a cash prize.

Outreach
Michele Stanton, Chair of the Outreach Subcommittee, shared a thank-you letter from Harris County Psychiatric Center with the committee. The letter included an invitation for CSW members to visit HCPC for a tour. The Outreach Subcommittee will send a doodle poll to see when interested CSW members are able to attend a tour.

Professional Development
Susan Guerrero, Chair of the Professional Development Subcommittee, gave an update on upcoming brown bag seminars collaborations with UCSC. The committee approved upcoming brown bag seminar fliers with changes. The committee discussed the CSW financial contribution to the brown bag seminars that are jointly hosted with the UCSC. Ms. Guerrero will revisit that conversation with the UCSC and notify them of the committee’s maximum contribution of $100 per session. Other professional development topics were identified and Ms. Guerrero will follow up with the references that were provided by committee members.

VI. Open Discussion
Communications Subcommittee Facebook Update
The Communications Subcommittee met on February 2, 2015 to discuss the logistics of the committee. Marenda Wilson-Pham provided the committee with a summary of responsibilities drafted by the subcommittee members. The subcommittee proposed the creation of a closed Facebook page for the CSW. The group was reminded that all communication for the CSW must go through the EVPARA Office for approval before it can be posted. A motion was made and approved to create a Communications subcommittee with Marenda Wilson-Pham nominated to serve as Chair.

A motion was made and approved to create an ad-hoc by-laws subcommittee to review the current CSW by-laws. Dennie Clemons, Chair-Elect, will lead this group and participants will include Sahar Sarfaraz, Amy Franklin and Jenna Taylor.

VII. Adjournment
A motion was made and seconded to adjourn the meeting. Motion was approved and the meeting was adjourned at 1:02 p.m.