Meeting called to order by Erica Lake.


I. Welcome & Introductions:
   • Erica Lake and Susan Kuo welcomed the 2013 – 2014 Committee.
   • Erica Lake reviewed the mission of the organization and expectations for the participants and encouraged members to share ideas in support of PACWI.
   • Members introduced themselves by announcing their name and work areas.
   • Co-chairs of the various subcommittees introduced themselves and provided a brief synopsis of the subcommittee’s work and area of focus for the 2013-14 year.
   A. Call for Secretary: Brooke Stillwell volunteered to be Secretary.
   B. Review of meeting dates for the year:
      October 9
      November 13
      December 11
      January 8
      February 12
      March 12
      April 9
      May 14
      Meetings are kept to an hour and are a way for subcommittees to report to larger group. Meetings will be once per month on the second Wednesday at 3:30 pm in Osborne 107. December and January meetings may be luncheons or happy hours for social time.

II. New Business:
   A. Overview of Subcommittees & Reports
      • Mentoring & Professional Development: Marguerite O’Brien
         o Responsible for planning workshops and in-service events in the fall semester. They asked for feedback from the group on the partnership with WFO on a Balancing Fertility Options seminar. There was discussion about partnering with WFO on faculty tenure event as well.
      • Women’s Leadership Institute: Mary Alexander
 Responsible for coordination of Women’s Leadership Conference planning and ideas about sessions, logistics, communication, etc.

 Currently there are 30 members on this subcommittee and they have had their first meeting.

• **Diversity in Leadership:** Xavery Hopkins
  - Responsible for Increasing awareness about diversity issues and issues related to bullying, diversity policies, etc.
  - Xavery is interested in developing a mentoring program for staff and working with Human Resources to offer 3 – 4 leadership seminars this year.

• **Technology:** Aisha Haynes
  - Plans and organizes professional training for faculty staff and students in Microsoft office applications, Prezi etc.
  - Committee selects courses to be taught and carries out logistics of courses from registration, classroom space and teaching technology to communication to course materials
  - Courses for the fall semester have been promoted and there are many registrants already signed up for the events.

• **New & Existing Policies:** Robin Dipietro
  - Reviews and recommends amendments or additions to university policies related to --but not restricted to--partner benefits and family friendly policies. Also looking into possible funding for PACWI events and opportunities for fundraising.

• **Women Graduate Students (WGS):** Danielle Schoffman
  - Responsible for developing sessions at the Women’s Leadership Institute relevant to graduate student issues.

II. Initiatives/Activities for the Year – Erica Lake asked the group to provide feedback on activities outside of pPACWI meeting. Previously luncheons and service projects were hosted. Ideas generated include:

• Planning for luncheon or service event:
  - Cocky’s Reading Express?
  - Pastides’ food collection for Harvest Hope
  - Collection for donation to Women’s Shelter
  - Continuation of partnership with WFO to host Brown Bag Luncheons at Preston’s

• Discussion of interest in subcommittee luncheons
III. Subcommittee sign ups – Sheets to sign up were distributed

IV. Announcements –

- Mentoring program for female graduate students with faculty in their fields of study:
  - Areas needed are public health, nursing, pre-professional, business/international business.
  - 91 grad students are currently enrolled but only 75 mentees
- Marguerite O’Brien mentioned Gamecocks on the Move training for 5K and Breast Cancer Walk Oct 5. $25 to participate. Fundraising opportunities for participants available.
- Career Center Job Fair—convention center Tuesday Sept 17 12-4. Photobooth with professional photographer for linked in profiles
- CTE one-day teaching symposium Oct. 11: Learning and the Brain Award-winning faculty, lectures.

V. Motion to adjourn meeting by: Xavery Hopkins
   Seconded by: Aisha Haynes

   - Next meeting: Wednesday, October 9, 2013, 3:30 p.m. in Osborne 107