Provost’s Advisory Committee for Women’s Concerns Meeting
January 10, 2018
12:00-1:00 p.m.
817 Cathedral of Learning

Present: Tia-Lynn Ashman (Arts and Sciences, Biological Sciences), Cynthia Caldwell (Institutional Advancement), Pam Connelly (Office of Diversity and Inclusion), Gabrielle Foley (Collegiate Panhellenic Association), Deborah Galson (School of Medicine, Hematology, Oncology), Madeline Guido (Student Government Board), Jacqueline Horrall (University of Pittsburgh at Greensburg), Laurie Kirsch (Office of the Provost), Chris Kush (Katz Graduate School of Business, Center for Executive Education), Jonna Morris (Graduate and Professional Student Government), Nancy Niemczyk (Nursing, Health Promotion and Development), Kristine Ojala (Graduate and Professional Student Group), Anitha Potluri (Dental Medicine, Diagnostic Sciences), Tenecia Ross (Human Resources), Brittany Witoslawski (Office of the Provost), Judy Yang (Engineering, Chemical and Petroleum).

Introduction of PACWC Members

Laurie Kirsch and Pam Connelly, co-chairs, introduced themselves and welcomed the committee. Committee members introduced themselves.

Minutes

Pam asked for a motion from committee members to approve the meeting minutes of November 28, 2017. The motion was made, seconded, and approved.

Overview/Discussion of Sexual Misconduct, Title IX, and Reporting

Pam introduced Carrie Benson to the committee, who was attending the meeting as a guest. Carrie is a Title IX Specialist in the Office of Diversity and Inclusion. Carrie attended the meeting to provide an update from the Title IX Office. Carrie began by referring to the new sexual misconduct policy that was introduced in August 2016, University Policy and Procedure 06-05-01. Under this policy, all faculty and staff are considered “responsible employees” and must report incidents of sexual misconduct to the Title IX Office. Carrie noted that the Title IX Office is able to provide information, accommodations, and resources, and provides a holistic way to provide for different needs for members of the University community.

Carrie noted that filing a report with Title IX does not automatically trigger an investigation. She said that there are two training videos available on the Title IX website that are helpful for understanding how the reporting process works. One video is four-and-a-half minutes long and gives an overview of what it means to be a “responsible employee,” and provides guidance on the process. The second video is a case study of how the process works, demonstrating how a student would report an incident to a faculty or staff member and how the process would continue from that point forward. Links to the videos will be provided to PACWC via email, and questions about the videos or other questions can be directed to Carrie afterwards.
Carrie said that the Title IX Office also employs climate surveys as a helpful tool. Climate surveys are frequently administered, and can be administered either by request or if there are concerns in a department or unit. Climate surveys provide information about the environment of a department or unit, what is going well in the department or unit, what might need to be improved, etc. Chris Kush asked if the climate surveys focus on harassment, which Carrie noted yes, but the main focus is on sexual harassment. Pam explained that the surveys can be modified.

Carrie mentioned that Title IX training is important for graduate students as well as faculty and staff. The Title IX Office makes efforts to train as many graduate students as possible to connect them with important resources and make them aware of accommodations that are available. The Title IX Office makes presentations at events such as GPSG orientation and other school-level graduate orientations each August. Carrie noted that departments can reach out to the Title IX Office and request a training session. Carrie also noted that the Title IX Office works to communicate about Title IX and resources that are available on campus.

Carrie stated that there are three methods available for reporting sexual misconduct: emailing the Title IX Office, calling the Title IX Office, or completing a web form on the Title IX Office website. In addition to reporting sexual misconduct, Carrie noted that reports on bias incidents can be made to the Office of Diversity and Inclusion, even if the information available is incomplete, or if an individual would like to make an anonymous report.

Deborah Galson asked if there are currently outreach efforts in place for the Postdoctoral Association. Carrie said not currently, and Laurie provided the contact information for the Postdoctoral Association for the Title IX Office to begin those outreach efforts. Deborah also asked how the Title IX videos are advertised. Laurie noted that the videos have been shown at the new department/division chairs orientation, and Pam noted that there is a widespread effort to share and advertise the videos. Several PACWC members noted that faculty did not seem to be aware of the Title IX videos or how to make reports, or exactly what Title IX reporting covered.

Pam asked PACWC members for suggestions and ideas for how to increase awareness. PACWC members made several suggestions, such as placing posters on bathroom stalls, creating magnets with relevant Title IX information, adding information on course syllabi, adding information to recurring update emails from senior administrators, and posting a statement on the main Pitt website. Tia-Lynn Ashman noted that, similar to what one of her colleagues does, a code of conduct could be established for a classroom or laboratory setting. PACWC members also suggested making faculty aware of the online reporting option, and asked for more assistance in training graduate students, as faculty receive many questions from their students. Jonna Morris noted that it is unclear what graduate students are responsible for reporting, given that they may have roles as both students and as teachers. Ellie Foley and Maddie Guido both noted that it would be helpful for student leaders to go through Title IX training, and possibly some other student groups and organizations. Carrie noted that the Title IX Office is eager to talk to any group who would like more information and clarity on Title IX.

Chris asked if the University’s AlertLine system, which is a unique, toll-free line that makes it comfortable and convenient for employees to report irregular or troublesome workplace issues, is coordinated with the Title IX Office, which Carrie noted it is. Chris also inquired if there are
resources and help available for individuals accused in a Title IX investigation, and what the process is for accused individuals. Carrie said that if a student is the victim and another student is the accused individual, the victim can file a formal complaint form, which will open a formal investigation. At that time, the accused individual will be notified and will also be provided with information, details, and available resources. Pam noted that the process is fair for all involved in an investigation. Laurie asked if Title IX information and resources are available at the regional campuses. Carrie noted that the applicable resources are available at the regional campuses as well as having Title IX representatives on those campuses. Bringing the discussion to a close, Pam asked that further questions and suggestions be directed to her or Carrie after the meeting.

**Discussion and Planning for Spring Networking/Leadership Event**

Pam is working to coordinate availability of the three women senior vice chancellors, Provost and Senior Vice Chancellor Patricia Beeson, Senior Vice Chancellor Kathy Humphrey, and Senior Vice Chancellor Geovette Washington, for the spring networking and leadership panel and luncheon. Pam asked for volunteers to assist with planning for this event, which Tenecia Ross and Cynthia Caldwell agreed to do.

**PACWC Updates**

Laurie reminded PACWC members that the nomination process for the “Spotlight on Women Leaders” pilot program is ongoing and that nominations are due February 1. PACWC has received eight nominations to date. Brittany will email PACWC members a link to the nomination form if any member would like to submit a nomination. PACWC members will then review the nominations at the next meeting to recommend the women for the next “Spotlight” videos.

Laurie reminded PACWC members that on March 1, from 3:00 until 5:00, PACWC will sponsor the “Celebration of Newly Promoted Women Faculty.” The “Celebration” will feature a panel of experienced women faculty who will offer their perspectives and advice for successful academic careers. Panelists for this year’s event include Dr. Shelome Gooden, Associate Professor of Linguistics and Chair of the Department of Linguistics, in the Kenneth P. Dietrich School of Arts and Sciences; Dr. Marnie Oakley, Associate Professor and Associate Dean for Clinical Affairs, in the School of Dental Medicine; and Dr. Diane Denis, Professor of Business Administration, Katz Alumni Chair in Finance, and Area Director for Finance, in the Joseph M. Katz Graduate School of Business. The panel will be moderated by Dr. Anne M. Robertson, William Kepler Whiteford Professor of Engineering, in the Swanson School of Engineering, and Dr. Kristin Kanthak, Associate Professor of Political Science, in the Dietrich School of Arts and Sciences. Following the panel will be a reception at which the newly promoted women faculty who are present will be introduced.

Brittany provided an update on planning the TIAA financial planning for women sessions with the Office of Human Resources. Brittany is working with TIAA to identify a date for the workshop. The name of the session will be “Attention to Detail: Finishing Touches” Women to Women. The session’s key objectives and topics are: creating a sustainable income stream for
retirement including investment basics and asset allocation decisions; establishing a working
relationship with your financial advisor; elder care; estate planning; multi-generational/legacy;
encore “career”; and philanthropy. The session will be held at lunchtime in the Spring term, and
will run about 1 ½ hours. Additional details will be available at a later date, and, based on prior
TIAA programs, the session is planned for 50 to 100 faculty and staff. Brittany is also exploring
other financial planning workshops with TIAA and the Office of Human Resources.

Announcements

PACWC members will be invited to attend upcoming meetings with dean candidates for the
ongoing senior leadership searches during the Spring term. Laurie noted that these meetings are
a great opportunity for PACWC members to meet with candidates and to provide feedback.

Chris announced that there is an Executive Women’s Luncheon at the River Club on February
15, which is open to faculty, staff, students, and the public.

Adjournment

The meeting was adjourned at 12:48 p.m.