

The UMD Commission on Women

2004-2005 Annual Report

Prepared by Deborah Petersen-Perlman

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UMD Commission on Women

Mission

Our mission is to improve and enrich the working and learning environments for UMD women by providing direction, leadership, support and expertise to the UMD community.

UMD's Commission on Women has two primary objectives:

to remove obstacles and barriers limiting or having a negative impact on women's academic performance, productivity, or advancement, and

to create new programs, structures, and opportunities for women designed to enhance performance, productivity, and advancement.

Projects for the year included:

STUDENT OUTREACH EVENT: We hosted a Chocolate reception for freshman women at Burntside Hall. Our purpose was to introduce the Commission to the students and to encourage them to call upon us as needed.

GALLERY OF GRANTS: Most grant recipients displayed reports of how they used their grants on posters placed around the Rotunda.

The program was a panel discussion on "The Role of Women in the Military held on Tuesday, December 7, from 4:00-6:00 in the Library Rotunda.

WOMEN'S LEADERSHIP: The Commission sponsored "Discovering Your Leadership Potential for Women," a free program open to any woman employed at UMD.

CHILD CARE: The Children's Place opened on the UMD campus in March of 2005

TAKE OUR CHILDREN TO WORK: Former Commission member Susana Pelayo Woodward, the Women's Resource and Action Center, and volunteers from the Commission on Women coordinated the annual program wherein University employees invite children to campus to explore the variety of jobs available on campus. Dr. Lucia Barker of UMD's Medical School was the keynote speaker.

ANNUAL LUNCHEON FOR UNIVERSITY WOMEN: This year's luncheon featured Rabbi Amy Bernstein as our keynote speaker, "And All the Women Followed Her," a performance by the Three Altos, and a welcome by Chancellor Kathryn A. Martin. Joy Michalicek was named the 2005 Linda Larson Woman of the Year.

UMD Commission on Women
BYLAWS

Purpose: The UMD Commission on Women provides direction, leadership and expertise to the UMD community to improve and enrich the work and learning environments of women.

I. Name of Organization: The name of the organization is the UMD Commission on Women.

II. Membership

The Commission strives to reflect diversity in terms of race, age, sexual preference, disability and ethnicity.

Members serve two-year terms and are elected to represent the following areas:

- A. One faculty member from each of the six academic areas;
- B. One member from among the senior administrators;
- C. Two members from the Professional and Administrative staff;
- D. Nine members from the Civil Services staff (five from bargaining unit, four from non-bargaining unit);
- E. One graduate/professional student elected by the Commission on Women;
- F. The Student Association may appoint one female undergraduate student representative.

III. Election protocol

- A. Elections will be held every spring semester for all vacant positions.
- B. Elections will be conducted by the chair or the chair's designee.
- C. The Election process is as follows:
 - 1. A written call for nominations will be sent two weeks prior to the election. For the voting groups comprised of University employees, this call will be sent to all women in these groups. For the graduate/professional student member, nominations will be solicited from department heads of all programs that offer graduate/professional degrees.
 - 2. Willingness of the nominee to serve will be secured prior to listing on the ballot. For the graduate/professional student member the nominating department head will secure the willingness of the nominee. Nominees can only represent one voting group. *If a woman is nominated for more than one voting group then a nomination from one of the six academic areas, senior administration, the Professional and Administrative staff, or Civil Service Staff will take precedence over a system-wide nomination.*
 - 3. Graduate/professional student nominees will be asked to submit a brief bio for the ballot.

4. If an election is uncontested (i.e. if the number of nominees for a particular area representation does not exceed the number of open seats for that area), nominees will be automatically appointed to the commission.
5. In the case of a contested election, ballots will be mailed to all women in their appropriate voting groups, with the date of return to be no more than five working days from the date of distribution. Graduate/professional student ballots, including bios, will be mailed to the current members of the Commission on Women for a vote with the date of return to be no more than five (5) working days from the date of distribution.
6. Ballots will be counted by two members designated by the chair.

IV. Replacing members

- A. Any member who misses three (3) consecutive meetings for reason other than sabbatical, semester leave, or prior arrangements will be subject to replacement.
- B. Upon recommendation of the Commission the member will be informed of status on the Commission in writing, by the Chair.
- C. The runner-up in a contested election may serve the remainder of a replace/resigned member's term. In the case of a refusal by the runner-up or an uncontested election, Commission on Women representatives will put forth names of those willing to represent the replaced person's constituency. If more than one person is willing to serve out the term, Commission on Women members will vote for one representative. Voting may take place electronically.

V. Voting methodology

- A. All elected members shall have one vote.
- B. Members who anticipate an absence during which time a vote is scheduled may submit a written proxy via letter or electronically.
- C. All issues which pertain to an alternation of the by-laws shall require a vote of the Commission on Women membership.
- D. All issues which pertain to the disbursement of the Commission on Women funds shall require a vote of the membership. A simple majority of the total membership will be necessary to decide such issues.

VI. Annual Report

- A. An Annual Report will be provided to the membership by the Chair.
- B. The report will include a summary of the year's accomplishments and plans for the future.
- C. A committee may be established to assist the Chair in preparation of the report.
- D. The Annual Report will contain an itemization of the budget, showing receipts and

disbursements for the past year.

- E. The Annual Report may contain other pertinent information which the Chair or her committee deem appropriate.
- F. The Annual Report will be provided to the membership during the September meeting.
- G. The Annual Report may be distributed electronically. A paper copy of the report will be kept on file and will also be sent to the Chancellor and Vice Chancellors.

VII. Funding

A. Funds available for grants:

- 1. The Grants and Budgeting Committee, in concert with the Chair, will recommend at the outset of each academic year how Commission funds will be allocated.
- 2. If additional dollars remain near the end of the year, the Grants and Budgeting Committee, in concert with the Chair, will recommend how they will be allocated so as to minimize the amount of carryover.

B. Funding allocation procedures:

- 1. The Grants and Budgeting Committee, in concert with the Chair, will also recommend at the outset of each academic year:
 - a. The two application deadlines for major funding proposals (over \$300.00);
 - b. Small grant proposals (\$300.00 or less) will be accepted throughout the year and can be voted on at the same meeting.
 - c. An individual or group can receive only one award per semester.
- 2. The Commission, in concert with the Chair, will review only those proposals made on an official Commission application form and/or accompanied by an official presentation to the Board.
 - a. Official Commission application form will provide information about the nature of the project, the manner in which the project advances the mission of the commission and the amount of funds requested.
 - b. Applicants requesting major funding from the Commission may be required (and will always be permitted) to make a presentation to the Board.
- 3. The Commission, in concert with the Chair, will review the proposals in a timely manner.
- 4. Acceptance/Denial of funds will be made in writing by the Chair.

VIII. Officers

- A. The presiding officer shall be called the Chair.

1. Duties

- a. Presides at meetings.
- b. Prepares an Annual Report.
- c. Issues budget status report each semester.
- d. Fulfills budgetary responsibilities defined in section III.
- e. Is an ex-officio member of all committees.
- f. Represents the Commission at formal campus and off-campus functions.
- g. May delegate members to represent her.

2. Election

- a. The election for chair will begin Spring Semester after the new members for the coming year have been elected and have started attending meetings.
- b. A call for nominations will be sent to on-campus individuals who are incoming, outgoing, former and continuing members.
- c. All of the above, excepting new members, are eligible to be nominated. Self-nominations are encouraged. All others must be with the consent of the nominee. A list of eligible nominees will be distributed with the call for nominations.
- d. If only one nominee comes forward to serve as chair, she is automatically appointed to the position.
- e. In the case of a contested election, ballots will be sent to incoming, outgoing and continuing members. The individual receiving the highest number of votes will be elected.

3. Term

- a. The term of office will be for one year.
- b. There is no term limit for the chair.
- c. The term of office begins July 1, but the incoming chair may begin to be involved immediately after being elected.
- d. The outgoing chair will remain as a voting ex-officio member for one year.

B. Vice Chair

1. Duties

- a. Preside at meetings when chair is absent.
- b. Serve as Interim Chair until next regularly scheduled election, should the chair be unable to complete her term.

2. Election: The Vice Chair will be elected by the sitting memberships of the Commission at the last meeting of Spring Semester.
 3. Term: The term of office will be one year.
- C. Recorder: If there is no hired assistant to the chair, minute taking shall be rotated among the membership.

IX. Standing committees

A. The following standing committees shall be appointed:

1. By-laws and Policy Review: to review the by-laws annually and make recommendations or revisions as necessary; to review campus policies and procedures that address issues associated with women and make recommendations as necessary.
2. Publications and Programming: to review Commission on Women publications and make recommendations or revisions as necessary; to plan, prepare and promote ongoing Commission on Women events and activities.
3. Grants and Budgeting: as set forth in VII.
4. Others as deemed necessary by the Commission members.

B. Committee chairs shall be appointed by the Commission chair annually, and can be removed for cause at her discretion.

X. Amendments

Proposed amendments to these by-laws shall be presented in writing at a meeting and distributed by mail to all absent members. Voting on amendment(s) to the by-laws shall take place at the following regularly scheduled meeting.

Absent members can participate with a written proxy vote to be counted at the meeting. Passage of an amendment requires a two-thirds majority of membership.

Adopted 12/21/94

Amended 4/26/95

Amended 5/1/96

Amended 1/14/98

Amended 2/25/98

Amended 5/12/99

Amended 10/11/00

Amended 12/9/02

Amended 2/5/03

Amended 5/14/03

Amended 1/13/04

Amended 4/14/04

Amended 4/28/04

UMD Commission on Women
Final Budget Report
2004-2005

	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROPOSED
	2001-02	2002-03	2003-04	2004-05	2005-06
CARRY FORWARD	2660.95	1594.57	1255.46 3	669.28	4594.12
REVENUES					
5980 NMTI-INTRAFUND					
TRANSFER IN	110.81				
5981 NMTI-FND TRANS					
W/IN AREA/GROUP				1306.63	1320.00
5985 NMTI-CENTRALLY					
ALLOCATED	19,763	18,587	18,587	18,587	18,587
TOTAL REVENUES	19,873.81	18,587	18,587	19,893.63	19,907
EXPENDITURES					
7000 ACADEMIC					
SALARIES	-0-	4000.01	3800.06	4100.10	4000.00
7010 CIVIL SERVICE					
& UNION SALARIES	422.89	29.98	-0-	-0-	-0-
7100 ACADEMIC FRINGE					
BEN-DEPT CHG	-0-	1363.88	1208.50	1307.03	1320.00
7102 ACADEMIC FB					
STUDENTS-DEPT CHG	-0-	-0-	-0-	-0-	-0-
7103 CS& UNION FB					
DEPT CHG	110.81	6.84	-0-	-0-	-0-
7201 PROF. SVCS.	3350	1600	2800	1000	600
7300 GENL OP SUPP	3893.15	4149.65	3504.91	4485.22	1300
7301 GENL OP SVCS	66.05	363.07	38.89	567.90	600
7310 PRNT/DUPL/BND					
GRPH DES	1341.15	947.64	567.67	593.79	450
7330 COMP SFTWR	385.50	186.75	31.12	80.00	100
7341 POSTAGE	1.35	-0-	4.51	1.48	-0-
7510 FEDL NONREIMB					
EXPENSE	76.00	-0-	-0-	45.00	-0-
7600 TRAVEL-DOMESTIC	-0-	63.50	-0-	-0-	215
7615 TRAVEL-NON-EE	-0-	236.50	-0-	-0-	225
8020 REPAIR & MNTNC	-0-	-0-	-0-	42.01	-0-
8030 LONG-TERM RENT/LS	-0-	-0-	-0-	-0-	-0-

8131 SHRT TERM RENT/LS					
BLDG-FACIL	145	320	70	195	175
8610 ADMIN FEES	5.29	50.29	47.52	51.26	-0-
9980 NMTO-INTRAFUND	5153	5598	-0-	-0-	-0-
9981 INTR-FND TRANS					
W/IN AREA/GRP	-0-	-0-	4100	4000	7322
9990 INTR-FND TRANS					
W/IN AREA/GRP	6000	-0-	-0-	-0-	-0-
9991 OTHER JUST TRAN					
W/IN AREA/GRP	-0-	-0-	-0-	2500	-0-
TOTAL EXPENDITURES	20,950.19	18,916.11	16,173.18	18,968.79	16,307.00
ENDING BALANCE	-1076.38	-329.11	2413.82	924.84	3600.00
WITH CARRY FORWARD	1584.57	1255.46	3669.28	4594.12	8194.12

Program Expenses

Grants	6999.20	7625.00	7200.00	7000.00	
Take Our Children to Work	1000.00	820.85	1351.00	521.11	
Spring Luncheon			2283.00	3451.51	
Programs	4211.40	3692.97			
Gallery of Grants			110.00	375.00	
Women's History Month					
Women's Leadership Program				1238.40	
Student Outreach Program	n/a	n/a	n/a	170.50	

Members for Academic Year 2004-2005

Chair:

Deborah Petersen-Perlman	Communication	407 ABAH	dpeters1	7528
	Office of Equal Opportunity	273 DAdB	equaloo	6849

Bargaining Unit Civil Service Representatives:

Linda Klint	Geography	329 Cina	lklint	6300
Joy Michalicek	Facilities Management	241 DAdB	jmichali	8244

Two Vacant positions

Non-bargaining Unit Civil Service Representatives:

Cindy Christian	Alworth Institute	138b Kplz	alworth	8616
Denise Cater	Student Housing	149 LSH	dcater	8178
Maribeth Overland	CEHSP	113 BohH	moverlan	7156

One Vacant position

Professional/Academic Staff Representatives:

Mary Cameron	Human Resources	255 DAdB	mcameron	7912
Martha Eberhart Galinski	UMD Library	264 Lib	meberhar	8733

Labovitz School of Business and Economics Faculty Representative:

Vacant

College of Education and Human Service Professions, Faculty Representative:

Amy Meredith	Comm. Sci. & Dis	221 BoH	ameredit	7029
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School of Fine Arts Faculty Representative:

Lisa ZumHofe	Music	231 H	lzumhoff	8672
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College of Liberal Arts Faculty Representative:

Stacey Stark	GIS Lab	329 Cina	slstark	7438
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College of Science and Engineering Faculty Representative:

Vacant

Senior Administrative Representative:

Julie Westlund	Career Services	21 Cctr	jwestlun	8964
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School of Medicine and College of Pharmacy Representative:

Jane Hovland	Behavioral Sciences	236 SMed	Jhovland	7118
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Undergraduate Student Representative:

Vacant

UMD Commission on Women Committee Reports, 2004-2005

Grants & Budgeting

Stacey Stark 7438

Julie Westlund 8964

Martha Eberhart-Galinski 8733

Amy Meredith 7029

Maribeth Overland 7156

Members of this committee put out the call for proposals for large and small grants in the fall and spring. They reviewed all submissions and made recommendations to the Commission. The Commission awards both small (\$300 or less) and large (more than \$300, up to \$1000) grants each semester. The following recipients will make a presentation at the Gallery of Grants in November 2005:

Small Grant Recipients, Spring 2005:

Amy Moeller, UMD Medical School

Lea Carr & Dorothy Olson, AILRC

Rosie Loeffler Kemp, Sociology/Anthropology

Taryn Runck, MPIRG

Andrea Wood, UMD Literary Guild

Mary Cameron, Human Resources

Large Grant Recipients, Spring 2005:

Larry Knopp and Pat Farrell, Geography

Angela Nichols, GLBT

Susana Pelayo-Woodward, HLC

Beth Bartlett, Women's Studies

Mitra Emad, Cultural Studies

Additionally, those recipients of grants for the Fall of 2005 will also be asked to present at the Fall 2005 Gallery of Grants.

Large Grant Recipients, Fall 2005:

Susana Pelayo-Woodward, WRAC
Angela Nichols, GLBT

Programming & Publicity

Deborah Petersen-Perlman 6849
Lisa ZumHofe 8672
Cindy Christian 8616
Amy Meredith 7029
Linda Klint 6300

This committee planned and promoted the fall Gallery of Grants, featuring a panel on the role of Women in the Military on Tuesday, December 7, from 4:00-6:00 in the Library Rotunda. Our panelists included Dr. Eleanor Hannah, Department of History, Angela Nichols, Director of UMD's GLBT Services, Carol Woloszcz of UMD's College of Science and Engineering, and Collette Murphy, a member of the Wisconsin Army National Guard. The event was free and open to the public. Refreshments were served to an audience of about 60 people.

The committee also promoted the Linda M. Larson award and organized the Spring Luncheon. The salad and sandwich luncheon featured a half-hour musical performance by the Three Altos (Sara Thompsen, Paula Pedersen and Rabbi Amy Bernstein), a keynote presentation on the value of women taking the time to celebrate themselves and each other by Rabbi Amy Bernstein ("And All the Women Followed Her"), and a welcome by Chancellor Kathryn A. Martin. Joy Michalicek was the 2005 recipient of the Commission's Linda M. Larson Woman of the Year Award. She was nominated by Kathy Chalupsky.

By-Laws and Policy

Denise Cater 8178
Martha Eberhart-Galinski 8733

This committee considered changes to the by-laws to reflect the changing reality of the commission's membership and functions.

2004-2005 Subcommittees

Child Care

Joy Michalicek* 8244
Amy Meredith 7029

Stacey Stark

Linda Klint 6300

Martha Eberhart Galinski 8733

This committee continued to monitor the progress of the Child Care Center construction until its opening in spring 2005. Joy Michalicek maintained a list of potential clients and, together with Amy Meredith, served as liaisons with the College of Education and Human Service Professions

Leadership (formerly Mentoring)

Maribeth Overland*

Denise Cater

Julie Westlund 8964

Stacey Stark 7438

Deborah Petersen-Perlman 6849

The CW Leadership committee launched a new leadership program for faculty and staff women on campus beginning January 2005. "Discovering Your Leadership Potential" consisted of a four part leadership series offered to a cohort of up to ten campus women interested in enhancing their leadership skills and potential (nine women participated). Guest speakers included Teri Kronzer of UWS and Karen Keenan.

This program provided an opportunity to experience a dynamic, interactive, intensely personal approach to discovering your leadership potential. The nine members selected for the cohort represented diverse areas of campus, and expressed an authentic interest in leadership and commitment to the program. The cohort met through a series of formal and informal breakfast & brown bag lunch gatherings. Together with facilitators and guest speakers, cohort members defined leadership, assessed their personal leadership styles, gained valuable leadership skills and created a personal plan to put their leadership into practice. Cohort members selected were required to commit to participating in all four sessions and resource assignments in order to maintain the dynamic quality of the program.

Student Outreach

Deborah Petersen-Perlman 6849

Lisa ZumHofe 8672

Joy Michalicek* 8244

Cindy Christian 8616

This committee hosted a "Chocolate Extravaganza" for freshman women at Burntside Hall on October 6. The program focus was on "generations". We hosted a raffle drawing for bookstore gift certificates. Over 40 young women participated.

2005 Linda M. Larson Award

It is with honor and admiration that I nominated Joy Michalicek for the Linda Larson Woman of the Year Award for her leadership role in support of the UMD Child Care Center. The Child Care Center is a new facility on campus that is a wonderful benefit to parents of young children, both students and staff, and also the department of education at UMD. Because the Linda Larson Woman of the Year Award was founded to honor women at UMD who exemplify going above and beyond to benefit women at UMD, I feel Joy's tireless dedication to see this facility come to fruition is a prime example. The Child Care Center is making a difference in the lives of women at UMD and in our community and it will have a long-lasting impact of favorable climate change on campus. Joy's dedication to this project kept things on the forefront, eased the process through her participation and communication with various groups and prevented details from falling through the cracks

Joy got involved in 2001 immediately when she first heard about the plans for a Child Care Center. Her communication was with employees of UMD at all levels from the Vice Chancellor of Finance and Operations to the Director of Auxiliary Services to the project manager to the new Director of the Child Care Center and of course the other task force members from various departments and a student representative. She reviewed the RFP and submitted recommendations to Auxiliary Services. She attended prebid meetings. She read proposals and made recommendations and she became a contact for the campus. She worked with the project manager reviewing and communicating schedules to prevent delays. She worked as an intermediary between Facilities Management, Auxiliary Services and the Commission on Women. She was asked to be on an Advisory Council for the Child Care Center and was involved on the interview committee for the Director. She kept a list of prospective children until the new Director was in place. She organized the Ribbon Cutting ceremony, all the way down to coordinating the event with the nap schedule of the children. Even now that the Child Care Center has opened, Joy isn't walking away from the project or her commitment to it. She is now working on a subcommittee to establish a scholarship fund for the Center.

Joy has worked on this project from several different perspectives and provided a much needed liaison function in all directions. I believe from the above examples that you can see her dedication and commitment to the Child Care Center project, to UMD, and to continue improving the climate for women. It is only fitting that Joy Michalicek receive the Linda Larson Woman of the Year Award.

UMD Commission on Women
Election, Spring 2004

The following representatives' terms expired in May, 2005:

Mary Cameron
Martha Eberhart Galinski
Amy Meredith
Stacey Stark
Julie Westlund
Lisa ZumHofe

The following were elected to two-year terms on the Commission:

Kim Riordan

The following were reappointed to two-year terms on the Commission:

Martha Eberhart Galinski
Stacey Stark
Lisa Zum Hofe

Officer Elections:

Deborah Petersen-Perlman was elected for a second term as CW chair for 2005-2006.

Vacancies:

Faculty reps for

CSE,

LSBE,

Senior Administrative Rep,

Two Bargaining Unit Civil Service Reps

One Non-Bargaining Unit Civil Service Rep

One Graduate Student

One Undergraduate Student

Grants Awarded 2004-2005

Funds Available for 2004-2005 \$7,000

Fall 2004–15 requests, 9 funded

Name/Department	Event/Date	Amount
Charlene Brown/Library	“Meet the Authors” poetry reading 12/2/04	\$ 200
Larry Knopp & Pat Farrell/Geography	Visiting Scholar 4/10-17/05	\$1,000
Angela Nichols/GLBT	James Halleman, transgender speaker 4/5/05	\$1,000
Susana Pelayo Woodward/ HLC/WRAC	Sara Evans, Feminist speaker 3/2005	\$ 600
Beth Bartlett/ Women’s Studies	Jacqueline Zita, Pres. Of Nat’l WS Assn 3/05	\$ 400
Mitra Emad/ Cultural Studies	Faculty-in-Residence, Dr. Mary Weems 4/05	\$ 700
Amy Moeller/ Medical School	Go Red for Women, speaker 1/05	\$ 200
Dr. David Syring & Rosie Loeffler-Kemp/ Sociology/Anthropology	Keynote speaker for 7 th Annual Citizens in Action	\$ 300
Lea Carr & Dorothy Olson/ AILRC	American Indian Women Story Tellers	\$ 200

Spring 2005–9 requests, 5 funded

Funds available \$2,400

Mary Cameron/HR	Attend INCITE! Women of Color Against Violence Conference 3/11-13/05	\$ 300
Andrea Wood/UMD Literary Guild	Patricia Weaver Franciso, Speaker, 4/18/05	\$ 300

Taryn Runck/MPIRG	Free Democracy Summit 2	\$ 300
Angie Nichols, GLBT	Margaret Randall, speaker fall 2005	\$ 500
Susana Pelayo Woodward WRAC	The Yellow Dress, 10/4/05	\$1,000