Significant accomplishments. This is the first quarter of our ADVANCE grant. During this time we have had bi-weekly meetings of the management team on the New Brunswick campus. These face-to-face meetings are supplemented with numerous e-mails and phone calls during which we update our colleagues in Newark and Camden. Many of our activities have concerned building the ADVANCE team and are described below under “personnel update.”

1. Publicity events. During September, 2008, the office for the Promoting of Women in Science scheduled two events to publicize the ADVANCE award. On Sept. 26th, we had an open session with lunch to introduce faculty women to the planned ADVANCE RU-FAIR activities and to give them an opportunity to make suggestions. In addition, the members of the Office for Women in Science, Engineering and Mathematics Advisory Board met on September 23rd to make input about the solicitations for RU-FAIR Professorships and other ADVANCE RU-FAIR initiatives. Both of these meetings were well attended and gave us lots of useful feedback. Perhaps more importantly, we were gratified by the level of enthusiasm we perceived on the part of women science, engineering and mathematics faculty at Rutgers for our planned activities. On November 6, 2008 we sponsored a lunch and lecture in Camden for 22 faculty and administrators. The lunch was co-sponsored by Interim Chancellor Margaret Marsh and coPI Nancy Rosoff. PI Joan Bennett presented a lecture entitled “Women in Science: A Rutgers Perspective” followed by a question and answer period. The major purposes of the event was to publicize the ADVANCE initiative on the Camden campus and to solicit applications for a RU FAIR professor from Camden.

2. Membership into Institute for Women’s Leadership. The biggest news concerns the Rutgers Institute for Women’s Leadership (IWL), a nationally and internationally acclaimed organization. The IWL focuses on preparing women, at all steps of the educational and management ladder, to become effective leaders. The IWL has been a seven-member consortium consisting of the Center for American Women and Politics, the Center for Women and Work, the Center for Women’s Global Leadership, Douglass College, the Institute for Women and Art, the Institute for Research on Women, and the Women’s and the Gender Studies Department. A long term goal of the Office for the Promotion of Women in Science, Engineering and Mathematics had been to join the IWL as an eighth member. When Dr. Mary Hartman, Director of the IWL, heard about the award of the ADVANCE Institutional Transformation grant, she invited us to apply for membership immediately. At the September 12, 2008 meeting of the IWL Board of Directors we were accepted, by a unanimous vote, to become the eighth institute of the IWL. Elevation to membership status within IWL has come much faster than expected. It will allow us to join with Dr. Hartman and other members of the IWL in fund raising.
within the private sector with hopes of expanding the IWL physical plant to include new
meeting rooms, an atrium for receptions, new offices for our ADVANCE RU-FAIR
activities and so forth. Our membership in the IWL will also facilitate closer
collaborations between the Office for Women in Science, Engineering and Mathematics;
the ADVANCE RU-FAIR program; and the well established Rutgers University
leadership programs for women.

3. Nominations for RU FAIR professors. A call for nominations and applications
(candidates may self nominate if they choose) for RU FAIR was written and issued in
early October. The RU FAIR professors will be an integral part of the management team
and will represent all three Rutgers campuses. The applications are due on December 1,
2008. The RU FAIR professors, who will serve as in integral part of the management
team, will be selected during the second quarter.

4. Internal Advisory Board: An internal advisory board consisting of the following
members has been established: From Rutgers-Camden: Georgia Arbuckle-Keil, Dept. of
Chemistry; Mary Bravo, Dept of Psychology; Nancy Rosoff, Dean’s Office; and
Margaret Marsh, Chancellor’s Office. From Rutgers-Newark: Nancy DiTomas,
Organizational Management; Lee Slater, Department of Earth and Environmental
Sciences; Judith Weis, Department of Biological Sciences, Deborah Williams, Dean’s
Office and Philip Yaegle, Dean’s Office. From Rutgers-New Brunswick: Joan W.
Bennett, PI and Department of Plant Biology and Pathology; Richard Falk, Department
of Mathematics; Jayne Grandes, Office of Employment Equity; Mary Hartman; Institute
for Women’s Leadership; Mary Hawkeswoth, Department of Women’s and Gender
Studies; Thess Hinnant-Bernard, Office for the Promotion of Women in Science and
Engineering; Doyle Knight, Mechanical and Aerospace Engineering; Barry Qualls,
Office of the Vice President for Undergraduate Education; Patricia Roos, CoPI and
Department of Sociology; and Deborah Silver, Electrical and Computer Engineering.
The Internal Advisory Board met on November 11, 2008, in the Biomedical Engineering
building second floor conference room. A phone link with Camden was established,
however we did not have one with Newark. Internal Advisory Board members gave
recommendations for possible candidates for the External Advisory Board. We also
discussed methods for video conferencing or other remote communication systems so as
to address the geographical spread between the three campuses. We reviewed progress
and discussed ways to develop a  Pat Ross discussed the plans for the Research and
Evaluation component of the RU FAIR project. She will work closely with the Internal
Evaluator, Mary Gatta, and Cyrstal Bedly, the Graduate Assistant. The overall goal is to
evaluate the success of the program through benchmarking and evaluation in order to
track the state of women and minorities on the science, engineering and mathematics
faculty on all three Rutgers campuses. We also hope to develop a broader research
agenda on issues of gender equity. The Internal Advisory Board will help develop this
agenda at future meetings.

5. We sponsored a Symposium on Academic Women in Science on Monday, November
17, 2008. Mary Frank Fox of Georgia Institute of Technology gave a presentation on
“Work and Family/Household Interference: Women and Men Faculty in Science and
Engineering.” Then Dr. Monica Gaughan of the University of George spoke on “Ninety-nine status of women reports: academic leadership’s role in improving the status of female faculty. Lunch was served after the two lectures followed by a spirited discussion period between the audience and speakers.

6. Web site design. The internal communication office at Rutgers is overcommitted and could not work with us to get an ADVANCE web site up and running within a reasonable time limits. CoPI Catherine Duckett has solicited outside bids from four consulting groups specializing in web site development and selected Spheres.net. They will work with us to develop a site as a series of static Dreamweaver templates that will allow ADVANCE staff to edit and update text and image content using the WYSIWYG website editing application, Adobe Contribute. They promise to provide a 4 hour session of Contribute training for our staff. The web site is currently under active development and should go “live” within the next few weeks.

7. External advisory committee. Executive Vice President, Philip Furmanski has agreed to chair the board. A roster of potential members has been selected. The invitations to join the board have been sent out yet because there will be a major Diversity Conference on the Rutgers campus Dec. 3-5 and we hope to issue some invitations in person at that time.

Areas of difficulty/resistance. During the Internal Advisory Board meeting we discovered that even many Rutgers faculty, even colleagues close to the project, are under the impression that ADVANCE objectives include student outreach, mentoring and recruitment. While recognizing that faculty goals are deeply intertwined with student development and mentoring, there is also a need to do a better job of communicating ADVANCE objectives of what is meant by institutional transformation.

Another area in which we are disappointed is the general lack of publicity on the Rutgers campus concerning the award of the ADVANCE grant. Despite efforts by the PI to get the attention of several campus individuals who handle such publicity, a recent “football scandal” (about possible lack of transparency in a deal cut between the football coach and the athletics department) has dominated campus news. We will continue to try to get an article about ADVANCE in the Rutgers Focus Magazine.

Our main problem in infrastructure building has been in nailing down the space promised us for offices. Currently, staff members associated with the office for Promotion of Women in Science are spread into three locations at the Rutgers New Brunswick campus. P. I. Joan Bennett is in Foran Hall on the Cook College campus; Co PI Catherine Duckett is on the Biomedical Engineering Building on the Busch campus; and Co PI Nancy Rosoff has offices at Armitage Hall on the Rutgers-Camden campus. New Assistant Director Thess Hinnant-Bernard is currently housed in the Biomedical Engineering Building. Mary Gatta has an office at the School Women & Work, Labor Education Center, School of Management and Labor Relationship (SMLR); Crystal Bedley and Copy Pat Roos have offices at SMLR and on the Livingston campus in the Department of Sociology.
PI Bennett has spent considerable time negotiating for a location where the ADVANCE team can adjacent offices and create a united “physical presence” on the New Brunswick campus. It looks as if these efforts are coming to fruition and, if all goes well, in January we hope to move into adjacent offices on the Busch campus. Finally, within the last week

Rutgers Newark has assigned us Room 206, Blumenthal Hall, to serve as an office dedicated to ADVANCE activities. Rutgers Camden has assigned us an office in Armitage Hall. With the hiring of the program coordinator, someone from our team will now be able to visit these campuses on a regular basis.

*Best idea yet.* During the discussion following the symposium on November 17, 2008, we learned from Dr. Monica Gaughan that Rutgers University does not have a written faculty handbook. PI Bennett asked Dr. Karen Stubaus, Associate Vice President for Academic Affairs, if the ADVANCE team could help write one in conjunction with our work to develop best practices in hiring, retention, promotion and tenure practices. Dr. Stubaus supported the concept. This large undertaking would benefit all faculty members at Rutgers University. The process can be staged over several years and would be a good “deliverable” on behalf of ADVANCE RU-FAIR to the university.

*Project evaluation.* The project evaluation has not yet begun; however, coPI Roos, working with Dr. Gatta and Ms. Bedley have planned a multifaceted program of study to benchmark, evaluate, and research the effects of the RU FAIR initiatives. They will track the numbers and status of women and minorities on the SEM faculty over time. In addition, the RU-FAIR staff will participate in a broader research agenda on issues of gender equity, including the stimulation and development of new research projects that study gender in the context of SEM fields.

One important goal of the RU FAIR project is to enhance the university's capacity to collect, systematize, and analyze social science data on gender and race/ethnic equity. In conjunction with Rutgers Institutional Research, we plan to convene an *ad hoc* committee of relevant administrators, faculty, and project staff to decide on a standard set of relevant indicators needed for gender/race equity studies. A long term goal is to create a data warehouse through the joint development of a relational data base for all faculty at Rutgers.

*Personnel update:* In September, the job descriptions for both the Assistant Director and the Program Manager were approved by Rutgers Human Resources Department (a not insignificant accomplishment ably managed by Co-PI Catherine Duckett) and were advertised for one month. Twenty-eight (?) applications were received for the Assistant Director position or which seven were interviewed in person. One hundred thirteen applications were received for the Program Manager of which ?? were interviewed by phone and five were interviewed in person. The following individuals have been hired:
Dr. Thessaleneure Hinnant-Bernard, Assistant Director (start date Nov. 1, 2008)
Ms. Christina Leshko (start date Jan. 1, 2009)

In addition, Dr. Mary Gatta Center for Women & Work, Labor Education Center, School of Management and Labor Relationship (SMLR) has joined our efforts on a 10% basis to serve as internal evaluator. She will work approximately a half day a week on the RU-FAIR project and Mrs. Crystal Bedley has joined as a graduate assistant for RU-FAIR. She will work approximately 15 hours per week.