

**ACTIVITY**

**AY2013 Timeline**

**Year Round Activities**

- Maintain a high-quality project website (SY1) Jul 2013 – Jun 2014
- Continue alignment with the Office of Diversity and Inclusion (P1) Jul 2013 – Jun 2014
- Monitor faculty salary study process (HR5) Jul 2013 – Jun 2014
- Monitor NSF Indicator process (P2) Jul 2013 – Jun 2014
- Monitor faculty exit survey process (S4) Jul 2013 – Jun 2014
- Abstract Submissions for Publications Jul 2013 – Jun 2014

**Summer Term Activities**

- IRB Annual Review Submission Jul 2013
- Participate in Board of Trustee meeting Jul 2013
- Co-lead Dean’s Retreat 4-hr Workshop - COACHE focus (S1) Jul 2013
- Create faculty start-up package database and investigate the feasibility of a space study database for inclusion within the NSF Indicator activity (P2) Jul– Sept 2013
- Modify social networking behavior research methodology in response to change in leadership team (SS) Jul-Oct 2013
- Analysis of COACHE response data (S1) Jul-Nov 2013
- The Department Head Program Development Committee will be formed to support the *Connectivity* series for Department Heads (P4 and P5) Jul-Nov 2013
- Create a detailed communication plan (SY3) to support this large change initiative at RIT Jul-Nov 2013
- Analyze results of first round of WoC and DHH focus group survey (SS) Jul -Nov 2013
- Launch the Career and Leadership Development Grants Program (HR3) which includes goals and objectives related to the Eminent Scholar effort (SY2). Program launch goal of Nov 2013 Jul 2013 – Jan 2014
- Host Internal Advisory Committee (SY4) meeting Aug 2013 (Nov 2013; Feb 2014)

**Fall Semester Activities**

- Work with key stakeholders on the refinement of the Women’s Commission (P3) Aug 2013 – May 2014
- Launch COACHE (S1) dissemination and discussion series Aug 2013 – May 2014
- ADVANCE Fall Newsletter (SY3) Sep 2013
- Host an ADVANCE kick-off networking event Sept/Oct 2013
- Host External Advisory Board (SY4) meeting Sep/Oct 2013
- Conduct a quantitative survey for DHH female faculty (SS) Oct 2013
- Participate in Board of Trustee meeting Nov 2013
- Host External Evaluator visit Nov 2013
- Host Internal Advisory Committee (SY4) meeting Nov 2013 (Aug; Feb)

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- Refine Faculty Mentoring Program (HR1) through development of evaluation process, communication plan, and offerings which address issues raised in program evaluation process. Sept 2013- April 2014
  - Launch Connectivity series for Department Heads and Directors (HR4, P5). The topic for each session is informed by various data sources including quantitative data analysis associated with Faculty Mentoring, COACHE, Climate/Engagement Surveys, and the NSF Indicators as well as focus group associated qualitative research studies (SS). This series will relate to various activities including COACHE (S1), Faculty Mentoring Program (HR1), Annual Review Templates (S2); Leadership/Career Development and Grants Program (HR2 and HR3); Eminent Scholar (SY2); Policy Updates (S3); Dual Career Hiring (S5); ADVANCE Indicators (P2); Work-Life Integration (HR6); Faculty Recruitment Process (P4 and P7); and improving social networking behavior. Over the course of the academic year, 2-4 sessions will be conducted. Sept 2013-April 2014
  - Launch Connectivity series (HR4) for female faculty with some targeted offerings for WoC and DHH women faculty (SS). The topic for each session is informed by various data sources including quantitative data analysis associated with Faculty Mentoring Program, COACHE, Climate and Engagement Surveys, and NSF Indicators as well as focus group qualitative research studies (SS). This series will relate to activities including COACHE (S1), Faculty Mentoring Program (HR1), Annual Review Templates (S2); Leadership/Career Development & Grants Program (HR2 and HR3); Eminent Scholar (SY2); Policy Updates (S3); Dual Career Hiring (S5); ADVANCE Indicators (P2); Work-Life Integration (HR6); and improving social networking behavior. Over the course of the academic year, 3-5 sessions will be conducted for WoC and D/HH women faculty, with at least one being a joint session between the two sub-populations. Over the course of the academic year, 3-5 sessions will be conducted for all women faculty. Sept 2013-April 2014
  - Lead expanded dual-career hire program (S5) development (pending supplemental funding) Sept 2013-Jun 2014
  - Support the Faculty Search & Selection Review Taskforce which is a vital element of the Refine Faculty Recruitment Process (P4 and P7) activity Sept 2013-Jun 2014
  - Lead Tenure policy revision within the Academic Senate (S3) Sept 2013-TBD
  - Support WiSE Elsevier proposed effort to address work-life integration issues (HR6) within their college (pending funding) Nov 2013 – Apr 2014

**Spring Semester Activities**

- Host Executive Advisory Board Committee (SY4) meeting Jan 2014
- Host Internal Advisory Committee (SY4) meeting Feb 2014 (Aug, Nov)
- Launch the Department Heads Grants Program (P6) Feb - April 2014
- ADVANCE Spring Newsletters (SY3) Mar 2014
- NSF ADVANCE Mid-term Report Mar 2014
- NSF ADVANCE Poster Preparation (SY3) Mar 2014
- NSF ADVANCE PI Conference Participation Mar 2014
- Conduct a quantitative survey for the Faculty Mentoring Program (HR1) Apr 2014

- Participate in Board of Trustee meeting Apr 2014
- NSF ADVANCE Annual Report Jun 2014