I. The meeting was called to order at noon. In attendance were Young An, Vanessa Cornett-Murtada, Amy Kritzer, Sue Myers, Ea Porter, Mary Ann Ryan, and Paddy Satzer.

II. Announcements/reports: Young announced the formation of the Women’s Leadership Council, spearheaded by Ann Johnson in Faculty Development, and also announced several LDCW events, including the Chocolate Reception (Sept. 14) and two Feminist Friday talks: Jill Manske on Sept. 21 and Corri Carvalho on Oct. 12.

III. Fall reception/New Employee welcome

IV. The event was scheduled for Tuesday, Sept. 25 at 3:30 in Woulfe Hall. We discussed various aspects of the planning of the fall reception, including room layout, number of people expected, food ordering, order of program, and publicity. Mary Ann kindly volunteered to publicize the event in ASC [and the publicity developed by her student was distributed and used in other areas of the university also]. Ea volunteered to order the list of new employees and supervisors, Paddy volunteered to order food, linens, and flowers, and to announce the spring awards.

III. Plans for year: We also discussed our survey tool and made adjustments to be presented at the reception. We decided to set up a few events and announce them at the reception. [Vanessa agreed to lead a session on Mindfulness; Deb Sagstetter agreed to lead a session on UST benefits and women. We discussed having the MN League of Women Voters present something on women in politics, but they declined in light of their current busyness dealing with the upcoming election.] The Leaders of Today and Tomorrow program (of the MNLWV), for which we provide scholarships, will be held this year on May 18-19 in Blaine.

V. Meeting schedule: We determined that Tuesdays and Wednesdays over the lunch hour are best, although preferences were fairly evenly divided between the two days.

VI. The meeting adjourned at about 1:10 pm.