

**Women's Faculty Association December General Meeting  
October 9, 2009 Minutes**

The meeting was called to order at 12:05 by Shivani Maffi, WFA Past President. We had a good turn-out of 2 dozen attendees.

**Old Business:**

No report at this time.

**Committee Reports:**

Public Relations Committee: No report at this time.

Career Development Committee: No report at this time.

Science Fair Committee: No report at this time.

WFA Leadership Awards Committee: No report at this time.

Program Committee: No report at this time.

Membership Committee: No report at this time.

**New Business:**

1) The following members were voted into office for the year 2009-2010:

VP- Cara Gonzalez, Dental School

Secretary- Earlanda Williams, CSB

Treasurer- Maria Valencia Velez, Dept of Radiology

Chair of Membership committee-Yufei Xiao

Chair of Leadership awards committee- Earlanda Williams

Chair of Science Fair committee- Shamim Mustafa, Dept of Pediatrics

Chair of Public Relations committee-Laurel Copeland, Dept of Psychiatry.

2) If any one of you would like to get involved in these activities, please don't hesitate to get in touch with any one of us. It's a great way to network and it also looks good on the CV.

3) Renew your membership Full members, associate members: forms at the back of the room and online (<http://www.uthscsa.edu/wfa>).

4) Announcement from Jennifer Longfellow from the office of Development described an upcoming conference for women on Estate and Financial planning, to be held November 12 at the School of Nursing. The event is open to the public. To attend, contact Denice Jimenez (for information: call 567-2056 or email [jjimenezd2@uthscsa.edu](mailto:jjimenezd2@uthscsa.edu)).

5) Introduction of the main speaker, Dr. Linda Mc Manus, Professor in the Dept. of Pathology, and Chair of an NIH study section. She is a PI on a T32 grant specifically geared for career development of Postdocs. Also, she is a Co-Director of the Educational component of the CTSA grant. She is a big proponent of effective mentoring and works with Pedro Delgado and Michael Lichtenstein on this effort at the Health Science Center.

**Program: "Career Goal Planning"**

Guest Speaker Dr. Linda McManus, PhD

Dr. McManus presented pointers on Career Goal Planning, which must start with writing down your goals and placing them on a clear timeline. Writing down your goals helps you to think them through and define them concisely. Putting them on a timeline helps you see what you need to do when to accomplish your goals.

She presented the approach called **DADE**: (1) Define goal, (2) Assess present position, (3) Develop and implement strategy to achieve, (4) Examine & refine goal. **WRITE** it down

(1) Define your goals.

-Strategy helps to eliminate chance. What does one aspire to be? independent, self-sufficient, stable.

-Understand what you can AND cannot do.

(2) Perform a comprehensive self-assessment. Consider what I want vs. what I have vs. what I need

E.g., promotion vs. limited resources vs. more publications (there is no single line; you can have multiple connectors)

(3) Develop and implement your strategy. Once goals defined and assessment completed, devise a formal development plan & timeline. Build components (layer bricks for strong foundation-skills). A record of excellence is key.

(4) Examine & refine: keep revisiting your plan. Revise the written plan as events unfold and your path takes new directions.

It is important to write your plan down and share it mentors. And ask yourself, does what I want compliment my skill sets? And repeatedly go back to implement, assess, and modify. It is important to be flexible!