2020-2021 ANNUAL REPORT

Status of Women at Davis
Administrative Advisory Committee

Submitted by:
Anna Ward & Katrina Wong,
SWADAAC Co-Chairs
Committee Charge
The Status of Women at Davis Administrative Advisory Committee (SWADAAC) is charged with the following:

- Examining issues regarding the status of UC women staff, students, and faculty.
- Analyzing existing policies, procedures, and/or programs that affect those issues.
- Identifying model programs or activities and support campus wide implementation.
- Recommending to the Associate Executive Vice Chancellor necessary changes to improve the status of UC women.
- Focusing on career development, upward mobility opportunities and issues for women at UC Davis and the Health System.
- Dealing with issues related to the hiring, training, promotion and retention of all University women.

Accomplishments
With guidance from the 2019-2020 annual report and through the collective efforts of our committee-at-large and focused work of our subcommittees, SWADAAC achieved a number of notable accomplishments in the 2020-2021 year. Additional achievements are referenced in the subcommittee reports.

Accomplishment #1
We held our UC Women’s Initiative event on March 11th, 2021. Originally planned for the Spring of last year, the event had to be cancelled due to the pandemic. We successfully reimagined the event as a virtual one and 48 people joined us for the discussion. A diverse panel of UC Davis faculty and staff, all WI graduates, were invited to highlight their professional and personal journeys and promote the WI program (Appendix A).

Accomplishment #2
Raising the profile of SWADAAC on campus was a key priority and we made progress in this effort through the creation of a Twitter account. Establishing a social media presence will hopefully enable us to reach more people on campus, grow our membership and listserv, and amplify relevant issues and events on campus. As of now, we have 105 followers.

Accomplishment #3
We took a significant step forward in our effort to highlight the importance of childcare in Sacramento. Our letter of concern to UC Davis leadership regarding childcare at Aggie Square was delivered to Chancellor May, Vice Chancellor Lubarsky, and AVC Bob Segar. In response, SWADAAC leadership and select members were invited to join AVC Segar, Colleen Clancy, Sandy Batchelor, Mabel Salon, and Sonja Colbert on May 25th for a discussion of efforts to expand access to childcare in Sacramento.

Accomplishment #4
We completed a draft of SWADAAC bylaws for review by committee. After consultation with the committee, we have a final draft (Appendix B) that we are submitting along with this report for comments and edits from the Office of Diversity, Equity, and Inclusion. Once DEI finishes their review, we plan to send them out for a vote to ratify them so they can be used by the
committee starting with the 2021-2022 academic year. We are excited to have this document created to help guide future committee members.

**Challenges**

As to be expected, SWADAAC faced some challenges this year in accomplishing our goals. As with so many staff, faculty, and students on campus, SWADAAC members struggled to adjust their professional and personal lives to the changed circumstances of the COVID-19 pandemic. SWADAAC service already requires commitment from members over and above their day-to-day responsibilities and the pandemic made this even more difficult for many. Some members found they had less capacity to actively engage in SWADAAC activities because of the pressures of work or juggling care responsibilities and a few members separated from the University as a result.

We adjusted relatively easily to remote meetings and, indeed, some members found it easier to attend than when they were held in-person. Nonetheless, many members experienced “Zoom fatigue” and missed the camaraderie of in-person meetings.

Some goals set in the previous year also seemed harder to attend to, either because of the logistical issues the pandemic presented or because of changed priorities. Attending to the disproportionate impact of the pandemic on women took priority.

**Leadership & Membership Engagement**

2020-2021 Leadership

- Co-Chairs: Anna Ward and Katrina Wong
- Vice Co-Chairs: Sophie Barbu and Melissa Bauman
- Secretary: Cheryl Pater

**Engagement & Outreach**

The 2020-2021 year started with 34 members on the roster provided by ODEI. Our meetings averaged 21 members in attendance, with 53% of members attending over half the meetings during the year.

In addition to our membership roster, we maintain a listserv of 270 subscribers, up from last year’s 254 subscribers. The listserv is used to share SWADAAC-related information with non-members who are committed to advancing the status of women at UC Davis. We also have a Twitter account of 105 followers.

**Meetings & Events**

**Meetings**

The meeting schedule of guest speakers was identified based on recommendations in the 2020-2021 annual report and ongoing feedback from SWADAAC committee members regarding current events.

- October: Orientation and welcoming new members
- November: VC Renetta Tull
- December: Provost Mary Croughan
• January: Healthy UC Davis
• February: Menstrual Equity Task Force
• March: Women’s Initiative Panel
• April: Chancellor Gary May
• May: Committee business, subcommittee breakout discussions
• June: Elections, reflection and closing

Other Campus Involvement
In addition to monthly SWADAAC meetings, members were active in the following.

• Campus Council on Community and Diversity (CCC&D)
• Staff Diversity Administrative Advisory Committee (SDAAC)
• Staff Experience Task Force
• Menstrual Equity Task Force
• Systemwide Advisory Committee on the Status of Women (SACSW)

Subcommittee Reports & Recommendations
As part of our efforts to mature committee processes, SWADAAC maintained subcommittees to assist with the work in a variety of areas.

The subcommittees included:
• Faculty Subcommittee
• Marketing, Outreach & Events Subcommittee
• Salary Equity and Data Subcommittee
• UCDH SWADAAC Subcommittee
• Well-being Subcommittee

Each subcommittee identified a chair or leadership to help facilitate the work. Subcommittee members worked on several initiatives this past year which resulted in implementing programs that raised awareness of the committee’s mission to promote empowerment, opportunity, and respect for campus women.

Faculty Subcommittee
The Faculty Subcommittee was formed in 2018-2019 to address the unique SWADAAC-related needs and interests of faculty members. The subcommittee was also formed to promote SWADAAC membership to faculty.

Members: Melissa Bauman (Chair), Susan Adams, Ga Young Chung, Chunjie Zhang, Rucha Joshi

SWADAAC Faculty Outreach: Recruiting and retaining faculty representation on the SWADAAC committee continues to pose a challenge. Potential barriers to faculty participation identified through outreach efforts include: (i) geographical constraints for meetings held solely on Davis campus, (ii) teaching/research timing conflicts, (iii) meeting length and (iv) lack of awareness of the committee and connection to SACSW. To increase faculty awareness of SWADAAC, Melissa Bauman had planned a Women in Medicine and Health Sciences (WIMHS) networking luncheon for UCWI graduates (faculty and staff) scheduled for May 2020 with Dr.
Renetta Tull. This event will be rescheduled once in-person gatherings are allowed and will provide an opportunity to recruit additional faculty members to SWADAAC.

Additional recruitment strategies proposed for FY202021 and follow up activities (italics) are noted below:

- Actively recruit previous UCWI faculty graduates to serve on SWADAAC and/or faculty who apply to UCWI but are selected as alternates
- Consider forming separate Davis Campus and Health System faculty groups and appoint a member from each group to attend in-person SWADAAC meetings
- Consider distributing an email to recruit faculty members in each school, so they have a chance to learn about SWADAAC and join us (For now, faculty members receive only one mass email distributed by the university to pick up a committee to join, and it does not include any specific information about SWADAAC but its name.)
- Consider virtual or hybrid meeting format to increase faculty attendance

In spite of the COVID-19 challenges, we were able to add three new members to the Faculty Sub-Committee this year:

Ga Young Chung (Assistant Professor, Asian American Studies)
Chunjie Zhang (Associate Professor, German)
Rucha Joshi (Assistant Professor of Teaching LPSOE, Biomedical Engineering)

**SACSW Recommendations:** Dr. Melissa Bauman (Professor, Dept of Psychiatry) serves as the faculty representative to SACSW and participated in two virtual systemwide meetings offered in FY2012021 (7/10/20, 3/25/21). Through this role she will continue co-leading a SACSW subcommittee to provide ongoing support and opportunities from graduates of the UCWI (UC Women's Initiative for Professional Development) program. Dr. Bauman also discussed faculty recruitment strategies with SACSW faculty members from other campuses and identified strategies to address these barriers.

**Recommendations:**

1) We recommend removing barriers for faculty participation from SWADAAC that include:
   - Allowing faculty members to join on a “rolling admission” basis
   - Continuing to provide hybrid in-person/remote access to meetings
   - Leveraging connections with WIMHS (Women in Medicine and Health Sciences) and UCWI cohorts to further develop the faculty sub committee

2) The faculty sub-committee has identified several focus areas for FY2021_22
   - Compiling data on the gendered-impact of COVID 19 on women’s careers and/or partnering with other groups to conduct a UC Davis focused survey
   - Exploring childcare opportunities at UC Davis Health (point person: Dr. Susan Adams)
Marketing & Outreach Subcommittee

*Memebers:* Pernille Sporon Bøving (Chair), Gina Reed, Sheri Stone, Cheryl Pater, Katrina Wong, Anna Ward, Carla Datanagan, Audin Leung, Yuliya Yarova-Yarovaya

This year the Women in Leadership Speaker Series Subcommittee and the Marketing subcommittee merged to become the Marketing, Outreach and Events (MOE) subcommittee. The decision to merge the two was based on the fact that events are basically outreach, and the recognition that our committee is moving away from large scale events - and the need for a second subcommittee became obsolete.

The single large annual event during the Women’s History month of March that we have worked on since we first recommended it in the 2018/19 report, was laid to rest this past academic year. The decision may be temporary, but came sneaking up as a result of being stunted by the pandemic, lack of funds and general languish around such a heavy lift.

We felt strongly about bringing back the proposed UC Women's Initiative alumni speaker panel - an event that was originally slated for March 2020, but the in-person was dropped on short notice due to COVID-19 restrictions. However, we invited back the original four panelists to participate in a zoom version - with one exception they all accepted our invitation and we had a very successful panel on March 11th 2021, counting 48 persons in attendance. The discussion was facilitated by Dr. Melissa Bauman who guided the event with grace and ease, and made sure to give all presenters ample time to speak and for our guests to ask questions. The details of the UCWI event are outlined below.

In order to raise SWADAAC’s profile on campus and educate the UC Davis community on what SWADAAC does, we established a Twitter account and connected with campus offices, organizations, and campus leadership. We regularly update our followers on SWADAAC activities, help amplify the accomplishments of women faculty, staff and students on campus, and help raise awareness around issues of importance to gender equity. At the suggestion of VC Tull, we also created a regular feature profiling individual members of our committee. Currently, we have just over 100 followers and aim to continue to grow our community online.

Several SWADAAC members were invited to review and score the applications for the UCD WI campus only applicant pool which was a recommendation proposed in the SWAADAC Annual Report, FY 17/18. The Committee was pleased to be included in the process feeling we were best equipped to assist with the approval process.

In addition to Twitter, the other way we reach out to campus is through our SWADAAC Announcements listserv, which currently has 270 subscribers.

**Recommended Action Steps:**

- We would like to spend some time understanding and clarifying our charge and see how we best can fulfill and support it via events as well as through marketing.
- Make UC Women's Initiative invited alumni panel an annual event
- Seek to have the office of Diversity, Equity and inclusion representative to attend our monthly meetings.
- Flip the invited speaker idea, so instead of focusing on bringing in leadership speakers, we propose to bring speakers from women centered grassroot groups from across campus to
come to the SWADAAC committee to present to its members. We should consider ourselves as listeners, supporters and lifters of the many women led communities and clubs across UCD.

- Create better guidelines and criteria to review and score UC WI applicants in future cohorts.

**Salary Equity/Data Subcommittee**

*Members:* Laura Cerruti (Chair), Ava Kellogg Bindas, Victoria Donassi Yeo, Kaitlyn Kirk, Sophie Barbu

**Goals for 2020-21**

Assess the status of salary equity issues and P4P measures “as activities on campus normalize” and determine next steps. As a guiding theme for all of this work, we wanted to focus on the status of women of color at UC Davis.

**Outcomes**

Since activities on campus did not normalize, we were instead concerned with determining some next steps for our committee. We did not take any action on our ideas due to our own workloads and the pressures of the pandemic. We would, however, recommend that the data subcommittee and SWADAAC keep these ideas in mind for next year.

1. Roughly three years ago, this subcommittee worked with BIA to develop a tool to analyze salary equity. As a follow up, we thought to invite Christine Lovely, Chief Human Resources Office, and Lyndon Huling, Manager of Leadership Recruiting and Diversity Services, to SWADAAC to talk about what they are doing about salary equity issues and how/whether they are using the tool that we developed.

2. Since newer members of our subcommittee had not seen the tool, we want to invite Govind Acharya and Jason Stewart from BIA to one of our subcommittee meetings (or even to the SWADAAC meeting as a whole) to demonstrate it and talk about potential next steps with them.

3. Other committees need research/data to support their efforts; this committee could help provide some of that support.

4. What other data projects might we initiate? On thought is to host a brainstorm with our group and anyone else on SWADAAC who wants to join us. We might develop a set of metrics that the campus could use to track the status of women at Davis. We might also identify metrics for a public dashboard on this topic.

**Data Subcommittee Findings**

1. Salary equity is also only one piece of broader work-life-financial issues that many women face. For many women, the ever-increasing cost of childcare has the effect of “lowering” their wages or making the financial decision to stay in the workforce complex. During the pandemic, many women were paying significantly more money for significantly fewer hours of care. The pain of securing summer childcare and childcare for the youngest children remains a persistent and unresolved issue. Providing flexible hours is not the same thing as advancing realistic work expectations. If all employees are working around the clock and now expected perhaps to respond constantly to both home and work expectations, then levels of burnout could escalate.

2. Storytelling as qualitative data can illuminate urgent concerns that more quantitative survey data might not reveal as immediately. SWADAAC had a lively discussion inspired
in part by a feature produced by the NY Times and also the quote by Brené Brown, “stories are just data with a soul.” Might our committee use a storytelling project to raise awareness of issues that women staff, faculty, and students are facing so that urgent action can be taken? Given that the effects of COVID-19 have been really different for different people, we considered the idea to collect stories from women at UC Davis on how they are coping (or not coping) as a result of the pandemic. How might our committee contribute to broader efforts to collect herstories from these important moments in our history related to the dual pandemics of COVID-19 and racial trauma?

3. UC Davis is doing a lot of surveys and data analysis. Our committee can find a role in ensuring that the data being generated is being analyzed through a lens of gender inequity, particularly for BIPOC women.
   a. Melissa Bauman, Director, Women in Medicine and Health Sciences (WIMHS), is coordinating a campus-wide survey to document the challenges of 2020 for women.
   b. I-DARE survey results.
   c. Melissa and Danesha are developing survey on sexual harassment issues for faculty (in response to NAESM’s report)
   d. Staff experience survey

Recommendations for 2021-22

1. We recommend that the subcommittee serve as liaisons to other data collection and analysis initiatives to ensure that the analysis includes a lens on women and BIPOC women in particular. We might even consider facilitating a series of symposia where we invite survey analysts to review the data through this lens.
   a. Identify any disproportionate effects of COVID-19 on women, BIPOC women, parents, caregivers
   b. Improve transparency and communication of results to women and BIPOC women in particular
   c. Ensure that there is a collection of best practices (and not-so-best practices) related to support for women and BIPOC women that follows the identification of issues.

2. We recommend that the subcommittee follow up with BIA and HR on the Salary Equity too, specifically the following question:
   a. Where are we with the tool now? Is it being used?
   b. There were certain job groups that were clearly at issue. Without going into specifics, has there been some movement to improve the situation?
   c. As senior leaders are reviewing salary equity in their own units, are they using this evidence? If not, what evidence are they using?
   d. How are they improving transparency about this issue?
   e. Are they collecting best practices (and not-so-best practices?)
   f. Are there other people we should be engaging? Are there other questions we should be asking?
   g. Do you have any further thoughts or recommendations for our subcommittee?
   h. What role can SWADAAC play ongoing?

3. We recommend that the subcommittee gather the following information for the larger committee in 2021-22:
   a. Turnover/retention of women since March 2020.
   b. Performance review trends for women / BIPOC women pre- and post-pandemic
c. Contract employees—are women being disadvantaged by contract, temporary, or floater hiring programs? Contract employees are not eligible for raises at UC Davis—does that disproportionately affect people of color or women as a salary equity issue?

4. We recommend that SWADAAC continue meeting mostly on Zoom, with a goal of increasing regular access and participation. With just a few in-person meetings during the year with a focus on networking and connection. We suggest occasionally using the last 1/3 of the meeting for subcommittees. We did not have time to meet outside of SWADAAC, and I think issues around workload and burnout will continue to make subcommittee meetings a challenge.

5. We recommend that both SWADAAC and its subcommittees focus on elevating voices, bringing up issues important to women and BIPOC women in particular—rather than trying to “do” or create our own initiatives or programs. For the data subcommittee, that would mean connecting with other DEI and data resources on campus and suggesting speakers/visitors for the main meeting.

UC Davis Health Subcommittee

*Mems*: Lynette Mendoza, Ranjana Singhal

UCDH SWADAAC Sub-committee will be part of UCDHS Resource groups of the Office of Equity, Diversity and Inclusion under the leadership of Dr. Hendry Ton, MD MS Associate Vice Chancellor of Health Equity, Diversity and Inclusion and Adrienne S Lawson, Ed.D. Senior Director for Health Equity, Diversity & Inclusion Senior Director for Health Equity, Diversity & Inclusion.

Due to COVID19, our sub-committee was unable to remain active during the 2020-2021 year but plans to return to our previous recommended actions steps. There were a few virtual events that some of our members were able to participate in:

**2021 EVENTS:**
- Virtual Women’s Heart Forum, Planning Committee
- Principles of Community Week, Planning Committee
- Women’s History Month – Women’s Initiative Panel Discussion
- Volunteer – Equivax/Volunteers and Technology for Vaccine Equity, Pannell Community Center
- Take Your Daughters and Sons to Work Day (Davis Campus Only)

**Focus Areas for 2021-22**

1. Goal #1 Improve Status of Women employees at UCDHS
   a. Women Staff Survey
   b. UCDHS Childcare initiative – Support and help with this initiative
2. Goal #2 Coordinate annual UCDHS Take Our Daughters and Sons To Work Day
3. Goal #3 Healthcare Career-Summer Program for Highschool students (Jr/Sr) –Children of employees
   a. Contact UCDH Dept willing to take on high school student for 1-week shadowing
   b. Send out call for application to the program (5 students)
c. Send out Program evaluation (for both students and departments)
4. Health screening-Community Outreach
5. SWADAAC SWAG/Bi-annual luncheon for SWADAAC Members

Well-being Subcommittee

*Members:* Julia Luckenbill, Anna Ward, Danésha Nichols, Susan Adams, Audin Leung, Sarah Elizabeth Crowe, Paige McKibbin, Jennifer Weil, Noelle Reis, Valencia Scott

The Well-being Subcommittee began this year with a reassessment of priorities based on the realities of meeting during a pandemic and with limited ability to engage in outreach and create events.

We directed our limited resources towards continuing our push for child care at Aggie Square that would serve the Sacramento campus and surrounding communities. Members of the subcommittee along with SWADAAC leadership advocated in person on May 25th in a meeting with Colleen Clancy, Bob Segar, Mabel Salon, Sandy Batchelor, and Sonja Colbert. We shared data on childcare in the area, stressing childcare as an equity issue, and offered possibilities for innovative solutions. We were briefed on the child facility partnership with SMUD and Sacramento State and on a one-time budget request made by Chancellor May currently under consideration by the State Assembly. While we were disappointed that there are no plans to consider childcare at Aggie Square, we remain optimistic about other possibilities for improving the availability of affordable, accessible, and high-quality childcare in the area. Action steps moving forward include writing a letter to the State Assembly Higher Education Budget Committee in support of the one-time budget request, exploring opportunities with Development for corporate or foundation partnerships, and reaching out to the MIND Institute on partnership possibilities.

The Well-being Subcommittee examined possible options for supporting women during the pandemic and considered the range of resources that the university has provided remotely. We included our priority areas in our research effort: those providing elder care, those needing child care, undergraduate student parents, the LGBTQI+ community, and people of color. We observed that the resources were spread across many pages and compiled them into one resource list modeled after the Resources webpage directed at undergraduate students. We reached out to Sandy Bachelor in WorkLife, beginning an effort to collaborate toward the shared goal of communicating available resources more effectively.

We also reached out to women who were classified as essential workers and provided direct support services during the pandemic including child care and mental health support. Those that we spoke to sounded overwhelmed by the demands of the positions. We recommend that UC Davis leadership consider staff increases and childcare faculty increases to offset the additional demand these services are experiencing, as well as ensuring that these employees are able to access support and services themselves.

We also identified potential gaps in services. The most notable gap was that the university does not seem to provide in-house support for bereavement. This seems to be an oversight, as many women have lost partners, parents and children in the pandemic, and forming support groups to help them should be a priority. At the moment, people needing this support have expressed that they are sent to external programs such as Yolo Hospice, but that those programs are not
fully functional due to pandemic restrictions. Considering the increased demand likely resulting from so many pandemic losses, making sure that all women have quick and easy access to experts trained in supporting them through the process of bereavement is essential.

Recommended Well-being Goals and Action Steps for 2021-2022:

- Support the UC Davis Menstrual Equity Task Force in advocating for UC Davis to provide menstrual products free of charge in all women’s bathrooms, all all-gender bathrooms, and at least one men’s bathroom.
- Focus on availability and quality of childcare offered by UC Davis, both in Davis and in Sacramento.
- Consider the post-pandemic aftereffects on women students, faculty, and staff; partner with other campus organizations/groups, including the WRRC, to ensure needs are being met. Particular attention should be paid to mental health and bereavement services and to the well-being of campus staff who provide these services.
- Work with other offices, groups on campus to help amplify work being done to support Black women on campus.

SWADAAC-wide Goals and Areas of Focus for 2021-2022

In addition to subcommittee goals identified above, SWADAAC members have identified several areas of interest for the 2021-2022 academic year as top priorities for committee-wide focus. These areas of interest include:
- Focus on identifying and helping to address ongoing disproportionate impacts of the pandemic on women at UC Davis with a particular focus on women of color.
- Collaborate with other offices, groups on campus to help amplify work being done to support Black women on campus.
- Support mentorship opportunities for undergraduate and graduate women students.
- Incorporate more professional development opportunities and resources for SWADAAC members.
Appendix A: Women’s Initiative Panel

UC Women’s Initiative Panel
Event Overview

Details
Date: Thursday, 12, 2021
Time: 1:30-3:00 p.m.
Location: Zoom (registration link: https://shorturl.at/jrtDK)

Panelists/Moderator

Lorena Oropeza, Ph.D. (UCWI Class of 2018)
Interim Associate Vice Chancellor for Academic Diversity
Office of Diversity, Equity and Inclusion

Kristin H. Lagattuta, Ph.D. (UCWI Class of 2016)
Professor, Department of Psychology and Center for Mind and Brain
Faculty Advisor to the Provost on Closing Student Opportunity Gaps
Former Chair, UC Davis Academic Senate

Christine Wu Nordahl, Ph.D. (UCWI Class of 2018)
Associate Professor, Department of Psychiatry and Behavioral Sciences
UC Davis MIND Institute

Whitney Smith, CMM (UCWI Class of 2018)
Director, Ceremonies and Special Events
Office of the Chancellor

Melissa Bauman, Ph.D. (UCWI Class of 2018) -- Moderator
Professor, Psychiatry & Behavioral Sciences
Director, Women in Medicine and Health Sciences

Timeline
1:30-1:35 p.m. Attendees arrive
1:35 p.m. Welcome and introductions
   • What is SWADAAC
   • Pernille to introduce Melissa
   • Melissa opens up, gives brief introduction of panelists (names, titles, divisions/departments) and overview of the UC Women’s Initiative
1:50-2:30 p.m. Panel discussion
2:30-2:45 p.m. Q&A with audience
2:45-2:55 p.m.  Closing
2:55-3:00 p.m.  Final meeting business

Questions
- Please provide your “Professional Narrative”
  - Melissa will lead off with a very brief description of what a professional narrative is
  - There will be a timekeeper (mimicking the activity that happens in the program, each narrative is roughly a minute long)
  - Give time for reflection, commentary between each narrative
- What have you taken from the program and are applying in your role now?
- Can you share your professional aspirations and how has the program helped you move toward them?
- Can you share a bit about the commitment required for the program and is it worth the sacrifice of time that you would apply to your regular position and personal life. How is this different from other leadership development opportunities you’ve completed?
- What suggestions do you have for us who are considering applying into the program?
- Are you still in touch with your cohort?
  - If so, how are you staying on top of that?
  - If not, do you wish that could be different, or what mechanisms could be put in place to facilitate continued connection?
Appendix B: Bylaws

Status of Women at Davis Administrative Advisory Committee

Bylaws

UC DAVIS STATUS OF WOMEN AT DAVIS ADMINISTRATIVE ADVISORY COMMITTEE

BYLAWS

I. NAME

A. The name of this organization shall be the University of California (UC) Davis Status of Women at Davis Administrative Advisory Committee (SWADAAC).

II. ESTABLISHMENT AND PURPOSE

A. SWADAAC was formed in spring 2008 as an outgrowth of the Creating Change Initiative coordinated by former UCOP Associate President Linda Williams and UCSF Center for Gender Equity Director Amy Levine. Their analysis of data gathered from visits to the ten campuses, Lawrence Berkeley National Laboratory (LBNL), and the Office of the President (UCOP), led to their recommendation that a Committee on the Status of Women be formed at each campus location.

B. SWADAAC is charged with:
   1. Examining issues regarding the status of women staff, students and faculty at UC Davis.
   2. Analyzing existing policies, procedures, and/or programs that affect those issues.
   3. Identifying model programs or activities and support campus wide implementation.
   4. Recommending to the Associate Executive Vice Chancellor (or equivalent) necessary changes to improve the status of women at UC Davis.
   5. Focusing on career development, upward mobility opportunities and issues for women at UC Davis and the Health System.
   6. Dealing with issues related to the hiring, training, promotion and retention of all university women.

III. MEMBERSHIP

A. Membership shall consist of academics, staff, postdoc, graduate and undergraduate student representatives that comprise a reasonably proportional ratio.
   1. Academic Representative – Co-Chair
   2. Staff Representative – Co-Chair
   3. Graduate Student (identified by GSA)
   4. Post-Doctoral Student
   5. Undergraduate Student (identified by ASUCD)
   6. Representative, Center for Advocacy, Resources & Education
   7. Representative, Women's Resources and Research Center
8. Representative, Feminist Research Institute  
9. Representative, Academic Affairs  
10. Representative, Human Resources  
11. Representative, Office of the Ombuds  
12. Two Systemwide Advisory Committee on the Status of Women (SACSW) Representatives, one staff and one faculty  
13. Additional academics, staff, postdocs and/or students to provide a balanced representation  

B. Members shall be appointed by the UC Davis Office of Diversity, Equity and Inclusion (ODEI).  

C. New members shall indicate their interest in SWADAAC through the established campus process. These applications and recommendations shall be reviewed by the Co-Chairs. The Co-Chairs will then determine a slate of members taking into account broad representation of UC Davis units by current and prospective members. The Co-Chairs shall then transmit the recommended nominations to the ODEI for approval.  

D. Additional members may be recommended by the general membership in an open meeting. The recommendations shall be discussed and then decided by a majority of a quorum (a quorum is 50% of members present). The committee shall consider broad representation of UC Davis units by current members.  

E. The period of membership shall be two (2) years and may be renewable per the recommendation of the Co-Chairs and appointment by the ODEI.  

F. The term of membership shall normally be July 1 of the first year of service through June 30 of the second year of service.  

G. The Co-Chairs may invite consultants and guests to attend meetings and/or to serve on subcommittees.  

H. The Co-Chairs, in consultation with the Secretary, will regularly review the attendance record and identify inactive members, who will then be referred to ODEI for dismissal from the committee.  

IV. MEMBER RESPONSIBILITIES  

A. All members shall have voting rights, with each member being entitled to one (1) vote. Voting by proxy shall not be allowed.  

B. Each member must actively serve on at least one subcommittee of their selection. Members are expected to participate in writing SWADAAC’s annual report, as requested by the Co-Chairs.  

C. Barring unexpected circumstances, members are expected to participate in all meetings, in person or via conference call. If the member is unable to attend, representatives should consult with the Co-Chairs before sending someone on their behalf. No more
than two meetings shall be missed as unexcused per academic year. Excuses may be submitted to the Secretary in advance of the meeting.

D. Members shall advise SWADAAC of any matter or decision in which they have or could have a conflict of interest or the appearance of a conflict, and if appropriate, shall then recuse themselves from discussion or voting on the matter.

E. Members wishing to resign their memberships prior to the completion of their terms may do so by notifying the Co-Chairs as soon as possible and in writing. In turn, the Co-Chairs shall notify the ODEI as appropriate.

V. OFFICERS

A. SWADAAC officers shall be comprised of:
   1. Two Co-Chairs, one staff and one faculty (preferred) or two staff or two faculty
   2. Two Co-Vice Chairs, one staff and one faculty (preferred) or two staff or two faculty
   3. One Secretary

B. All positions terms are one (1) year, with the exception of the Vice Co-Chairs, which roll over to Co-Chairs.

C. The period of service as an officer shall be July 1 through June 30.

D. Any member can indicate their interest in an open officer position by sending a statement of interest and motivation to SWADAAC Co-Chairs, following the process announced to all members via email or at one of the monthly meetings. All materials will be disseminated to the general membership, in preparation for a vote on the candidates. The vote may occur in person or electronically.

E. Officer Responsibilities

   1. The Co-Chairs shall:
      i. Serve a one-year term
      ii. Serve as the official committee spokespeople and provide critical leadership across campus on issues related to the status of women
      iii. Collaborate with SWADAAC leadership team to guide strategic planning and advocacy
      iv. Chair monthly and special ad-hoc meetings
      v. Plan monthly SWADAAC meetings and agendas in coordination with leadership team
      vi. Serve on or appoint representative to the Campus Council on Community and Diversity
      vii. Ensure appointment and effectiveness of subcommittees
      viii. Responsible for receiving official communication and directing communication to the committee membership
ix. Coordinate the SWADAAC Annual Report for submission to the Vice Chancellor of Diversity, Equity and Inclusion
x. Provide regular updates and consultation to the Vice Chancellor of Diversity, Equity and Inclusion

2. The Co-Vice Chairs shall:
   i. Serve one-year term that rolls over to Co-Chair the following year
   ii. Review and monitor membership participation with Secretary according to guidelines and coordinate the filling of vacancies
   iii. Assist Co-Chairs in the coordination of subcommittees
   iv. Assist Co-Chairs in project management, communications, and event coordination
   v. Act in the absence of the Co-Chairs

3. The Secretary shall:
   i. Serve a one-year term
   ii. Coordinate logistics for SWADAAC monthly meetings, including circulate attendance sheet and record meeting minutes
   iii. In collaboration with leadership team, assist in maintaining and organizing accurate records, working documents and archives in an accessible system, and ensuring continuity
   iv. Coordinate call for Annual Report summaries from subcommittees and assist with drafting/editing Annual Report.

VI. SUBCOMMITTEES

A. Subcommittees are identified as necessary by the general membership, and then appointed by the Co-Chairs.

VII. MEETINGS

A. Regular meetings shall:
   1. Generally be held once a month from October through June, but in no event shall be held less frequently than once every two months.
   2. A regular meeting quorum shall consist of a 50% of general members.
   3. Meetings are open to non-members unless a closed session is called by the Co-Chairs.

B. Special Meetings shall be held on an as-needed basis as determined by the Co-Chairs with such advance notice to the general membership as reasonably can be provided.

VIII. AMENDMENTS

A. Any SWADAAC member may propose an amendment to the bylaws at any regular meeting.
B. The proposed amendment shall be formally announced to the membership at the following regularly scheduled meeting but not subjected to a vote at that time.

C. The proposed amendment shall then be voted upon electronically or at the following regularly scheduled meeting.

D. Amendments receiving a two-thirds (2/3) vote of the membership voting at the meeting described in paragraph (C) above will be adopted.
Appendix C: Childcare in Sacramento Letter

June 2, 2021

Status of Women at Davis Administrative Advisory Committee (SWADAAC)
University of California at Davis

Assemblymember Kevin McCarty
Mark Martin
Assembly Budget Committee Chief Consultant for Higher Education  Mark.Martin@asm.ca.gov

Dear Assemblymember McCarty,

As members of the Status of Women at Davis Administrative Advisory Committee (SWADAAC), we are deeply committed to improving conditions for the working women at the University of California (at both the Davis and the Sacramento campus) and the working women living in the neighboring communities. Covid19 highlighted the disparate impacts that women have faced when work and childcare are in conflict. Quality, affordable childcare levels the playing field for working women and provides safe, nurturing spaces for children to grow and thrive.

Our committee has spent the past two years advocating for the inclusion of high quality child care, in particular at the newly proposed Aggie Square Innovation Hub (https://leadership.ucdavis.edu/aggie-square) where it is expected that there will be new demands for childcare as the workforce is expanded. Our research indicates that this area is already a “childcare desert,” and without the inclusion of child care in the project design, the project itself is likely to drain precious resources from essential workers in the Oak Park area.

Research from the Child Action Inc. staff indicates that the Oak Park area currently hosts 55 licensed child care facilities (ranging from center based to home based). Together these centers are meeting the needs of just 25% of qualified families in the Oak Park area. This means that to actually meet the needs of all families who have two working parents/single parents who are working we would need over 150 more centers of various types!

We have been pleased with the expansion of a new childcare site at the SMUD facility in Sacramento that will be shared with SMUD employees, California State University, Sacramento, and UD Davis Health. It’s a good start, and more is needed.

We are writing today because we have become aware that Assembly Member Kevin McCarty invited Chancellor May to submit a few needs that would benefit from potential one-time state funding. One item proposed on May 3rd, 2021, was a university/community shared asset around childcare:
Childcare Capital Costs totaling $15 million - Funding to construct a child care building on the Sacramento campus. One option is the creation of the “UC Davis Intersegmental Learning Hub and Childcare Center,” providing joint-use space with Los Rios Community College and a fully-accredited child care center to support UCDH employees, UC Davis campus employees who live in Sacramento and the surrounding Oak Park, Elmhurst, and Tahoe Park neighborhoods. Run by an independent operator, the Childcare Center would offer childcare courses and programming for community college students and UC Davis students. Moreover, childcare could be offered free of charge to local Sacramento residents in Oak Park, Elmhurst, and Tahoe Park when they are taking courses through UC Davis’ Continuing and Professional Education program to enhance workforce development.

Though this project would not completely meet the needs of the community or the affiliated educational communities using it, it could be a model for best practice, a place for early childhood educators and future pediatric nurses and physicians to refine their skills, and a very good start in meeting childcare needs for the community.

Additionally, by providing free childcare for families who are working toward their professional development, we can begin to lift up the community around the campus, helping them reach their personal and professional goals.

We urge you to consider funding this opportunity.

Sincerely,

Status of Women at Davis Administrative Advisory Committee (SWADAAC)

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