

**Joint Committee on the Status of Women
Harvard Medical School/Harvard School of Dental Medicine**

ANNUAL REPORT 2013-2014

Summary

The Joint Committee on the Status of Women (JCSW) is a Standing Committee of the Dean of Harvard Medical School with a 40-year history of facilitating and enhancing the contributions of women at Harvard Medical School and the Harvard School of Dental Medicine. We feel strongly that women's issues are community issues. To that end, we advocate for improvements in our community that will improve the lives of all employees at all levels.

Major JCSW Activities and Initiatives 2013-2014

- JCSW social media development
- Successful Programming events
- Successful first year of pilot mentoring program to be implemented
- Kick off of Family Child Care Network in the Longwood Medical Area, which was a direct result of the JCSW Childcare Summit held in 2012.
- JCSW protocol manual development continues to be updated, including the need for archiving JCSW materials

Administrative

The JCSW is overseen by Dean Maureen Connelly in the HMS Office of Faculty Affairs, and an eight person Steering Committee comprised of elected faculty and staff representatives from the JCSW membership and Dean's appointees. The JCSW membership is comprised of volunteer faculty and staff from HMS and HSDM. Part-time staff support was provided by Tamara Brown through the Office of Faculty Affairs.

Steering Committee 2013-2014

- **Co-Chairs:** Michael Cahalane, M.D. and Kathryn Driscoll, M.A.L.S.
- **Co-Vice Chairs:** Yasmin Mashhoon, Ph.D. and Kristen Uekermann, A.L.M.
- **At-large members:** Sheila Nutt, Ed.D. and Maria Kontaridis Ph.D. (January 2013-December 2014) and Martha Cesena, M.D. (January 2014-December 2014)
- **Dean's Appointees:** Carol Bates, M.D., Assistant Dean of Faculty Affairs, Donna Lawton, Executive Director of the Center for Faculty Development at Massachusetts General Hospital, Ellen McCarthy, Ph.D., Assistant Dean of Development and Diversity, and Maria Tarullo, Strategy and Management Consultant, Human Resources, HMS
- **Administrative assistance:** Tamara Brown

Strategic Plan Fiscal Years 2012-2016

This was the third year of the 5-year JCSW strategic plan. As outlined in Appendix A, subcommittees and task forces focusing on both Organizational Efficiency and Institutional Memory, and JCSW Career Satisfaction and Advocacy were priorities for this fiscal year.

Appendix A: Strategic Plan for 2013-14

Membership 2013-2014

The open membership structure continued for a fourth year. As before, under this new structure, members are considered “active” based on their involvement with the committee’s projects and/or attendance at meetings, and only active members may vote on JCSW business. We have increased our membership numbers from the previous years for faculty, staff, students and post docs. HMS, Massachusetts General Hospital, Brigham and Women’s Hospital and Beth Israel Deaconess Medical Center rank the highest in membership.

Appendix B: JCSW Membership Roster 2013-2014

Appendix C: JCSW Membership Data and Membership Comparison FY13-FY14

Meeting Structure

We have continued to hold each of our nine monthly meetings as joint meetings (faculty/staff, post docs and students), to jointly address the concerns of women at HMS/HSDM. In an effort to provide more time for subcommittee work, the first hour of our monthly meeting is used to address collective JCSW business/announcements and to host guest speaker events. Most of the second hour is dedicated time for Sub-committees to meet and discuss their projects.

Sub-Committees and Taskforces for 2013-2014

Sub-committees and taskforces do most of the work of the JCSW. They are comprised of faculty, staff, post docs and student members. According to the 2013-14 strategic plan, the following JCSW sub-committees and taskforces were active with particular tasks and priorities:

- Joseph B. Martin Dean’s Leadership Award for the Advancement of Women Membership Faculty and Staff Subcommittees
- Mentoring Subcommittee
- Membership/ Outreach, Partnerships and Collaboration Subcommittee
- Programming Subcommittee
- Technology/Website Development and Communications Subcommittee
- Flextime and Job Sharing
- Salary Equity

Dean's Award for Leadership in the Advancement of Women

Dr. Rhonda Bentley-Lewis and Ms. Jessica Murphy, Co-Chairs

The Dean's Leadership award was established by Dr. Joseph Martin in 1998 to recognize the contributions of an individual who has significantly supported recruitment, retention, and/or promotion of women faculty at Harvard Medical School and its affiliated institutions. In June 2007 the Awards were renamed the "Joseph B Martin Dean's Leadership Award for the Advancement of Women" in recognition of his important influence in this realm. There is one award each for an outstanding member of the faculty and staff who has modeled the importance of cultivating the careers of women, and by extension, all employees at HMS/HSDM. Separate faculty and staff subcommittees advise the Dean on proposed award winners.

This year the awards were given to the following leaders in our community:

- Staff Dean's Award: **Douglas MacFadden, M.S.**, Chief Informatics Officer, Harvard Catalyst, Center for Biomedical Informatics at Countway, Harvard Medical School.
- Faculty Dean's Award: **Cynthia C. Morton, Ph.D.**, Director of the Partners Cytogenetics Laboratory, Center for Uterine Fibroids, Center for Hereditary Deafness, and Program Director, Developmental Genome Anatomy Project, Brigham and Women's Hospital William Lambert Richardson Professor of Obstetrics, Gynecology and Reproductive Biology and Professor of Pathology, Harvard Medical School.

Mentoring Sub-Committee

Dr. Neena Haider and Ms. Megan Halligan, Co-Chairs

The mentoring subcommittee's main focus this year was the pilot of the group mentoring program which kicked off in the fall. There were 3 faculty circles and 1 staff (21 faculty, 5 staff and SME's). Groups will continue to meet over summer (pending schedules). They are looking forward to continuing. The subcommittee co-chairs are in process of gathering feedback from participants. For AY15 the subcommittee is looking forward to new group circles to start in the fall with possibilities of a book club and/or working mothers mentoring circles. They are also considering hosting a panel on the topic of sponsorship.

Programming Subcommittee

Dr. Ingrid Katz and Dr. Sheila Nutt, Co-Chairs

The Programming Subcommittee was very active this year, hosting multiple events in celebration of the JCSW's 40th anniversary this year. Event topics and speakers were as follows:

- **Leadership** with Dr. Joseph Martin
- **Panel of Past Chairs of JCSW**- all past JCSW leaders were invited to attend this event
- **Importance of Inclusivity** with Dr. Lisa Coleman (Chief Diversity Officer, HU) – discussing inclusivity - visionary perspective

- **Community Service-** the JCSW hosted a group of students from the John D. O'Bryant School of Mathematics and Science
- **Negotiating Skills-** skill training with Melissa Brodrick
- **Flextime/Job Sharing panel-** with Dr. Phyllis L Carr, Dr. Celeste Robb-Nicholson Dr. Jane E. Stewart Dr. Malissa J. Wood and Ms. Simone Leary (*flextime and job sharing taskforce*)
- **Salary Equity Symposium** with Dr. Nancy Tarbell, Dr. Paula Johnson, Dr. Anupam Bapu Jena, Ms. Julie Stanley, Dr. Luanne Thorndyke, and Dr. David Torchiana (*salary equity subcommittee*)

Membership Sub-Committee

/Outreach, Partnerships and Collaboration Sub-Committee

Dr. Risha De Leon and Ms. Megan Dross, Co-Chairs

This year the steering committee voted to combine the membership and outreach subcommittees in order to minimize duplication of efforts by the two committees. Subcommittee members continued to provide presentations at local affiliates.

- Spoke at Mount Auburn to help recruit new members
- Spoke to the Department of Population Medicine women's faculty group
- Attended two Faculty Orientation events in the fall
- Assisted with the decision to offer both morning and lunch time meetings to help accommodate those traveling from outside the Longwood area.

Membership numbers overall have increased from FY2013 to FY2014. There was a slight decrease by staff, post docs, and students. We continue to see an increase with representation from smaller HMS affiliate hospitals such as MEEI, CHA, VA, McLean, and Schepens. (*see appendix C*)

Technology and Communication Sub-committee

Dr. Blanca Himes and Dr. Iza Malinowska, Co-Chairs

This year the subcommittee maintained the JCSW website and transferred several tasks to the JCSW administrator. A JCSW LinkedIn group was created and continued to maintain the Facebook group. The number of members of each group increased. A JCSW member survey was conducted during the fall to help several subcommittees submit survey questions to the JCSW membership, assessing needs.

Childcare Taskforce

Dr. Zoey Fonseca-Kelly, Co-Chair

The LMA Family Child Care Network (FCCN) kicked off this year. This program is a direct result of the JCSW Childcare Summit held in 2012. Looking forward the Childcare Task force will; continue to promote and highlight childcare initiatives support CHACC and the FCCN and its

activities, continue efforts to monitor childcare resources, and engage the Executive Dean's office to support childcare needs.

Flexitime and Job Sharing Taskforce

Dr. Deborah Kwolek and Dr. Melissa Mattison, Co-chairs

This group has been tasked with finding more information on the conditions that support flexible time and job sharing and how, if possible, to implement them in HMS/HSDM. This year the group completed needs assessment of the JCSW, created survey and obtained Harvard IRB permission to disseminate it, and planned and hosted a 90 min panel discussion about flexitime and job sharing.

Salary Equity Taskforce

Dr. Dong Feng Chen and Dr. Ayse Atasoylu, Co-chairs

This has been a very productive second year for the Salary Equity Taskforce. The group performed a literature review. Inspired by Mayor Menino's goal of closing the wage gap in Boston, the taskforce hosted a very successful Salary Equity Symposium followed by a post-symposium survey of JCSW membership.

**Strategic Plan: Fiscal Year 2014
(July 1, 2013 – June 30, 2014)**

Organizational Efficiency and Institutional Memory	Actions, Tasks and/or Activities	Timeframe	Measure(s) of Success
Structure/ Records Management	<ul style="list-style-type: none"> Formalize the orientation process that was piloted by the Membership subcommittee in FY12/FY13. This should include creating orientation materials/pamphlets, presentation materials, instructions on various processes and operations for chairs, and other documentation. 	<ul style="list-style-type: none"> Complete by Spring FY14. 	<ul style="list-style-type: none"> The Orientation Processes for members, chairs, and subcommittee chairs, which began as a pilot in FY12/13, will be finalized and documented to ensure that orientation sessions are consistent and easily executed from year-to-year.
Technology and Communication Subcommittee	<ul style="list-style-type: none"> Update membership list, group photo, Deans Award info on website Survey members for areas of interest Maintain website content and social media presence 	<ul style="list-style-type: none"> Complete ASAP during FY14 Fall FY14 Continuously throughout FY14 	<ul style="list-style-type: none"> Website content improves and feedback is positive. Good survey response rate and helpful feedback to all subcommittees
Membership	<ul style="list-style-type: none"> Continuation of work and activities described in FY12. Orientation pilot Membership assessment Targeted recruitment including external women groups Programming and website enrichment 		
Programming	Continuation of work and activities described in FY12.		
Outreach, Partnerships and Collaboration	Continuation of work and activities from FY13.		

Career Satisfaction and Advocacy	Actions, Tasks and/or Activities	Timeframe	Measure(s) of Success
<p>Childcare</p>	<ul style="list-style-type: none"> • Office of the HMS Executive Dean for Administration Taskforce: <ul style="list-style-type: none"> ○ Continue to promote and highlight childcare initiatives ○ Continue to leverage resources from CHACC and Family Network Provider Taskforces ○ Continue efforts to work with leaders to provide/support space for 30 school age children during school break and/or lactation rooms • Continue to support the CHACC Taskforce. • Continue to support the Network of Family Childcare Providers. <p>Each taskforce will need to complete an annual progress report every year for JCSW and make it available online.</p>	<ul style="list-style-type: none"> • Quarterly 	<ul style="list-style-type: none"> • Office of the HMS Executive Dean for Administration Taskforce: Childcare initiatives continue to be supported and promoted. School aged children have space within LMA area during their vacation week to participate in a week long activities while their parents are at work. • CHACC Taskforce activities are supported by JCSW. • Network of Family Childcare Providers activities are supported by JCSW.
<p>Mentoring for Faculty and Staff</p>	<p>Continuation of work and activities described in FY12 for faculty and staff.</p>		
<p>Flextime and Job Sharing</p>	<ul style="list-style-type: none"> • The task force will interview the relevant employees (faculty or staff) and their HR contacts using the questionnaire as a guide. Interviews will optimally be in person, but if not, by phone or email. 	<ul style="list-style-type: none"> • Eight month period in time for interviews 	<ul style="list-style-type: none"> • Give a brief report to the JCSW to submit to the Dean as part of the whole JCSW report.

JOINT COMMITTEE
ON THE STATUS OF WOMEN

This committee was appointed by the Faculty of Medicine on June 8, 1973, with the charge “to survey yearly the status of women at the Harvard Medical and Dental Schools [and] to suggest ways of increasing the number of women on the Faculty and within the Harvard Medical and Dental Schools.”

Steering Committee Members

- Yasmin Mashhoon, Ph.D. *Faculty Co-chair*
- Kristen Uekermann, A.L.M. *Staff Co-Chair*
- Ingrid Katz, M.D. *Faculty Vice co-chair*
- Rebecca Caruso, M.P.H. *Staff Vice co-chair*
- Janice Zabolotny, Ph.D. *Faculty at-large member*
- Zoe Fonseca-Kelly, Ph.D. *Staff at-large member*
- Carol Bates, M.D. *Dean's Office Representative*
- Donna Lawton, M.S. *Dean's Office Representative*
- Maria Tarullo, *Dean's Office Representative*
- Ellen McCarthy, Ph.D. *Dean's Office Representative*

***Participating Members:**

**Participating members are defined as those that attend a minimum of 50% of the JCSW monthly joint faculty/staff meetings. This list is based on 2013-2014 meeting attendance.*

Ayşe Atasoylu	Deborah Kwolek
Rhonda Bentley-Lewis	Mary Loeken
Melissa Brodrick	Melissa Mattison
Michael Cahalane	Maxine Milstein
Diana Carlone	Jessica Murphy
Martha Cesena	Anne Nicholson-Weller
Dong Feng Chen	Rebecca Plank
Lucy Chen	Christine Power
Megan Dross	Ellen Seely
Gail Gazelle	Christine Sieberg
Tina Gelsomino	Jo Solet
Neena Haider	Christa Van Dort
Megan Halligan	Hiroko Wakimoto
Elizabeth Kobayashi	Darla White

Other Members:

Kathryn Aberle	Barbara Balestrieri
Janet Abraham	Anca Barbu
Sophia Adamia	Amy Baughman
Roy Ahn	Irmgard Behlau
Aili Lewis	Carol Benoit
Angela Alberti	Nancy Berliner
Paula Anderson	Bonnie Lee Bermas
Eman Ansari	Kriti Bhatia
Joeun Bae	Abhinav Bhushan
Bhanu Bahl	Katharine Black
Vineeta Bajaj	Eileen Boye
Dusica Bajic	Donna Brezinski

Appendix B: JCSW Membership Roster 2013-2014

David Brown
Elizabeth Buchbinder
Phyllis Carr
Jocelyn Carter
Maria Cervone
Alexandra Chabrierie
Maria Chahrour
Julia Charles
Zeina Chemali
Nithya Chickmagalur
Andrea Christopher
Helen Christou
Kathryn Commons
Maureen Connelly
Dagmara Cotti
Heather Cristiano
Devin Cromartie
Mary Daly
Helen D'Couto
Lauren Dewey Platt
Rosemary Duda
Aun Em
S. Jean Emans
Huma Farid
Andrea Farkas Patenaude
Pouneh Fazel
Zoe Fonseca-Kelly
Erin Fortin
Idalid Franco
Paola Friedrich
Dana Fugelso
Nadine Gaab
Gricelda Gomez
Sarah Gray
Anita Gupta
Jennifer Haas
Mei-Hua Hall
Karamah Hawash
Carolyn Hayes
Dina Hirshfeld-Becker
Cynthia Hobbs-Barrett
Laura Holsen
Rosy Hosking
Yichuan Hsieh
Jing Hua
Katarina Illanes
Carleen Irwin
Otana Jakpor
Kate Jeffrey
Lynda Kabbash
Ursula Kaiser
Elsbeth Kalendarian
Elizabeth Kass
Susanna Katsman
Nancy Keating
Ayesha Khalid
Nancy Kim
Hannah Kinney
Jean Klig
Jonathan Knight
Marina Kvaskoff
Karen Kwass
Leslie Lehmann
Brendan Lehnert
Amy Levenson
Deborah Levine
Jia Li
Christine Lian
Linda Lieberman
Tami Lieberman
Cindy Liu
Jay Loeffler
Jessica Loew
Mary Frances Lopez
Chenning Lu
Ernest Mandel
Eleftheria Maratos-Flier
Anna Marmalidou
Jonathan Matsui
Mary Ellen McCann
Lauren Mednick
Deborah Milstein
Jennifer Mitty
Wanda Mock
Amanda Moore-Owens
Leslie Morse
Stephanie Mueller
Mary Mullen
Grace Mushrush
Carol Nadelson
Christine Narsjo
Vera Novak
Michelle Ocana
Marjorie Oettinger
Emily Oken
Christine Olsen
Musacide Z Ordulu Sahin
Samia Osman
Bonnie Padwa
Stephanie Page
Evangelia Papavasileiou
Hannah Parker
Nina Paynter
Beverly Philip
Jennifer Potter
Sadeq Quraishi
Haley Ramsey
Adrienne Randolph
Kathryn Rexrode
Elizabeth Rider
Susan Ritter
Rachel Rodrigues
Sylvia Rosas
Vicki Rosen
Lisa Rotenstein
Celeste Royce
Magali Saint-Geniez
Jessica Saulnier
Rachel Schmitt
Brittany Seymour
Sherin Shaaban
Uzma Shah
Vonda Shannon
Lynette Sholl
Jenifer Siegelman
Sabina Signoretti
Marisa Silveri
Laura Simons
Tatiana Sitnikova
Ann Skoczenski
Anna Jo Smith
Glorian Sorensen
Jacqueline Spencer

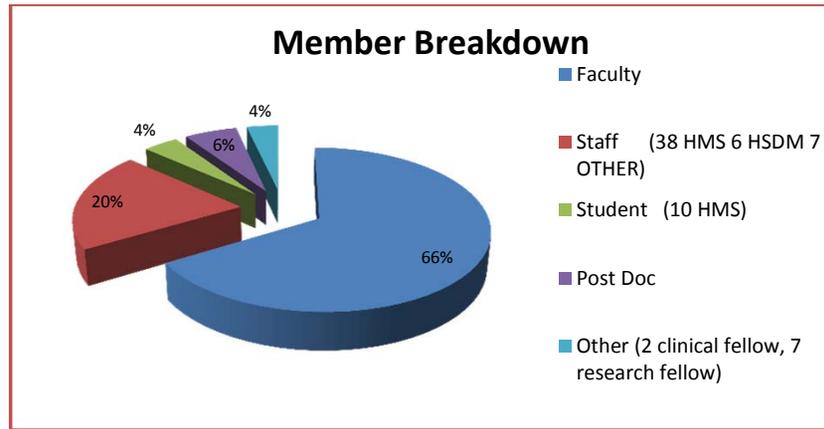
Appendix B: JCSW Membership Roster 2013-2014

Samantha Spencer
Anne Marie Stack
Diane Stafford
Catherine Stamoulis
Fatima Cody Stanford
Amy Szarkowski
Nancy Tarbell
Flavia Teles
Lisa Teot
Carey Thomson
Juliet Tripaldi
Yu-Hua Tseng
Ailis Tweed-Kent

Trudy Van Houten
Yael Vin
Shana Wagner
Susan Waisbren
Rochelle Walensky
Carol Warfield
Wilma Wasco
Ellen Weinberg
Elissa Wilker
Julia Wong
Vionnie Yu
Janice Zabolotny

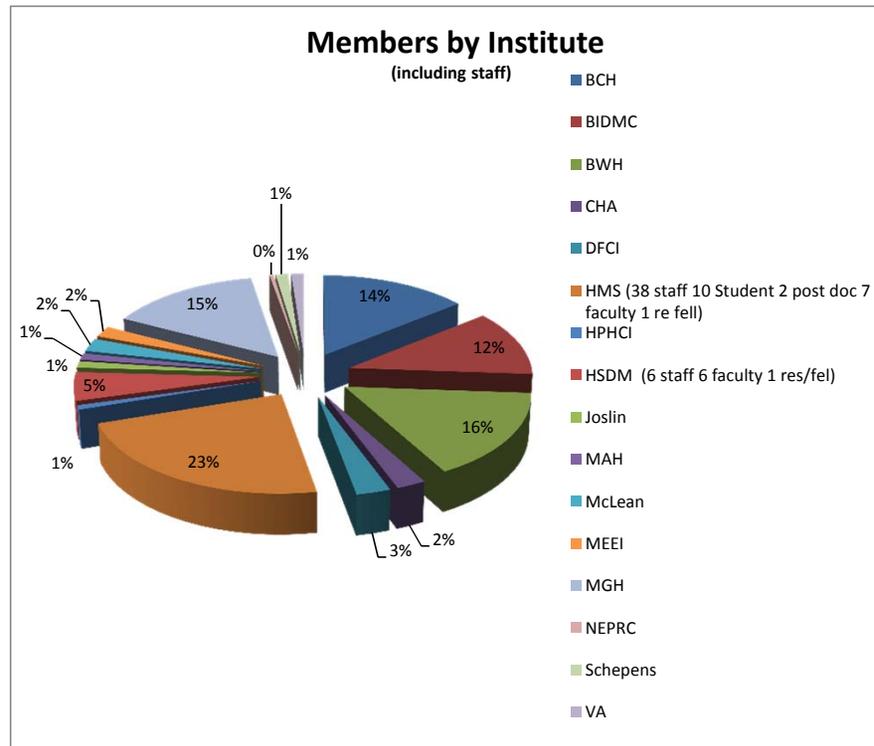
Member Breakdown

Faculty	168
Staff (38 HMS 6 HSDM 7 OTHER)	51
Student (10 HMS)	10
Post Doc	15
Other (2 clinical fellow, 7 research fellow)	9
Total Members	253

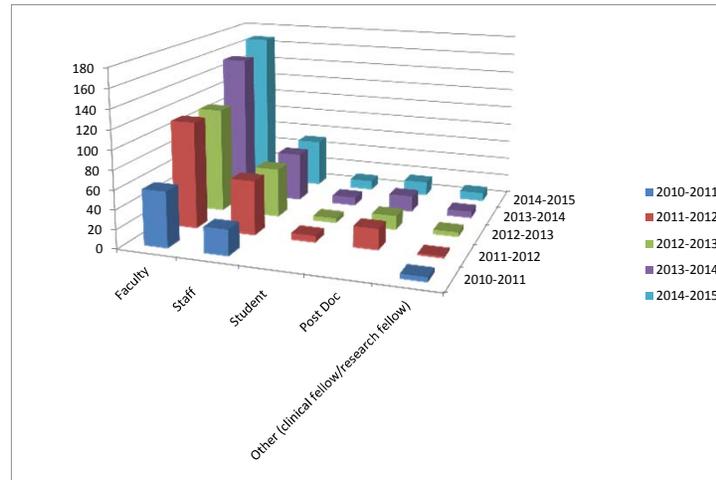


Members by Institute

BCH	36
BIDMC	30
BWH	40
CHA	6
DFCI	7
HMS (38 staff 10 Student 2 post doc 7 faculty 1 re fel)	58
HPHCI	2
HSDM (6 staff 6 faculty 1 res/fel)	13
Joslin	3
MAH	3
McLean	6
MEEI	5
MGH	37
NEPRC	1
Schepens	3
VA	3
Total	253



Membership Comparison	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Faculty	58	112	111	154	168
Staff	27	57	52	52	51
Student		7	5	9	10
Post Doc		22	15	17	15
Other (clinical fellow/research fellow)	5	2	5	7	9
Total Members	90	200	188	239	253



Membership Comparison by Institute	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
BCH	12	25	27	31	36
BIDMC	9	24	20	26	30
BWH	15	33	28	38	40
CHA	3	2	3	5	6
DFCI	6	7	6	8	7
HMS	25	55	45	58	58
HPHCI	1	1	1	1	2
HSDM	4	13	15	14	13
Joslin	1	2	2	3	3
MAH				3	3
McLean	1	4	5	5	6
MEEI	0	1	2	4	5
MGH	11	29	29	36	37
NEPRC	1	1	1	1	1
Schepens	1	2	3	4	3
VA		1	1	2	3
Total	78	200	188	239	253

