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Recommendations of the Commission on the Advancement of Women and Minorities in Science, Engineering and Technology – Results and Implementation

Jill T. Sideman, Ph.D.

Vice President, CH2M HILL, Ltd.
President-Elect, AWIS

TUESDAY January 22, 2002

Building 58 Auditorium, Bayer Corporation (see inside for details)

A physical chemist by training, Jill Sideman is currently Vice President and Member of Board of Directors, CH2M HILL, Ltd., an employee-owned global engineering and construction firm. Previously, she has founded two other environmental consulting companies. A member of the East Bay chapter, she was elected President Elect of National AWIS in 2001 after serving a number of AWIS board positions since 1995. She has been a passionate supporter of increasing opportunities and participation for women in science and engineering throughout her career, and has appeared as invited speaker on this topic on many occasions.

At our meeting, Jill will speak on her expertise as a member of the National Commission for the Advancement of Women and Minorities in Science, Engineering and Technology Development (CAWMSET). Come join us to hear about this interesting topic, and meet our next AWIS president!

President's Message – by Kitty de Jong, Ph.D.

I hope you have had a great holiday season! It seems a long time ago already, but last October I went to the Leadership Conference that celebrated National AWIS' 30 year anniversary. Apart from some philosophizing about the position of women in science, I spent much of my time there chatting with other chapter representatives. One recurrent topic of concern for all AWIS chapters is the issue of volunteer involvement and how to

run an organization with people who may or may not have a lot of time to spend, face burnout and overburdening with responsibilities. Also in the East Bay AWIS chapter, we are running low on women who are truly active, and our immediate goal needs to be to get as many women involved as possible. So, I'm going to do a plug here for what it can mean to become an ACTIVE volunteer for an organization such as ours for your own development and career skills.

Taking myself as the example, through being active in AWIS I have learned a LOT of things that have been very useful in my extended professional life. I would never have had these experiences at my regular job as a basic researcher. This includes, not in any particular order: organizing events (*workshop*), desktop publishing (the *newsletter*, Adobe PhotoShop, PageMaker), fundraising, ...continued pg. 2

President's message continued...

making "cold" phone calls, management skills, leading meetings, speaking to a large audience, working in a team, writing non-scientific articles, knowing good caterers in Berkeley, how to speak about my work for an audience of 15-year olds, meeting most interesting people in the Bay Area and beyond, being inspirational (this is an attempt...), and most of all staying positive, flexible and always keeping the

focus on fixing sudden problems (the show must go on...). I learned these things simply by doing them as a volunteer in several positions on the ebAWIS board. It has been fun to do and I feel a richer person through the experience!!! I hope this will convince some of you to come on board, and pick up some new skills that you hadn't thought of before!! It's a great experience!

Kitty de Jong

ANNOUNCEMENTS

The NCC Winter Workshop is scheduled for March 9, 2002. The subject is Successful Management of Performance, to be presented by Laura Browne of WOMEN Unlimited.

Awards Ceremony is scheduled for April 24, 2002

DO YOU WANT A PAPER COPY OF THE NEWSLETTER?

Members have an opportunity to receive the ebAWIS newsletter in their choice of formats. The options are:

1. only a paper copy
2. only the electronic version (PDF format)
3. both a paper copy and the electronic version

Of course, it is always possible to download the newsletter file from our website: www.ebawis.org. If you are not satisfied with the way you currently receive your newsletter, please contact either Anne Frazer (membership) or Kitty de Jong (President) by phone or email (see board list).

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Meeting Report
Tuesday, November 13, 2001
Balancing Work and Home
Susan Regan, MFT, Director of Bay Area Children First

In her work, Ms. Regan's special interest is helping mothers to transition back to the workplace. Her presentation promised to demonstrate how we can maintain and achieve a better life balance with benefits for career and all aspects of life. Susan's presentation focused on three main topics:

- 1) How to become focused
- 2) How to manage time
- 3) How to create a vision

Though her work mainly focuses on balancing parenting responsibilities, partner relationships and work, she geared her presentation toward balancing work and non-work activities after taking a poll of the audience. She provided useful tools to balance in most work/life situations.

Her presentation was very interactive and lively. The first part focused on how individuals behave in stressful situations. She commented that most people are not "where they are" at any given moment – they are considering what they are going to do, or what they have done, instead of focusing on the matter at hand. She walked the audience through a pin wheel visualization, with different colors and speeds associated with the wheel when a person is relaxed or stressed. It became clear that everyone's pinwheel is different. The visualization allowed people to see how they manifest stress and whether they had the ability to control their stress. She stated that it was important to observe oneself during the day and ascertain when one was 100% in the moment and how one manifests stress. The exercises she uses help us to have the ability to relax when we wish and to let go of work problems and obsessive thinking.

In the second part, Susan recommended a book by Julia Morgenstern regarding organization and time management. Susan reiterated the point that to effectively manage time,

one had to know where it went. So, as in financial or diet planning, every second of time had to be accounted for to be able to see where time could be cut. She pointed out that this procedure was best performed with a calendar – people have a tendency to underestimate the time they spend on a task.

She stated that women were notorious for putting others before them – in the mixed crowd at the meeting it was apparent that everyone was putting work ahead of their other interests and obligations. So, Susan suggested that that the time now cut could be devoted to something that would replenish the individual – to avoid the "should have—would have—could have" syndrome. So why do we feel guilty about the things we do that replenish us and we find enjoyable? This question engendered quite a discussion!

Once the time for a task is scheduled, based on the detailed time analysis, stick to the time by using a timer. Otherwise, a person undergoes time debt, which becomes very stressful. Two important points for time management are delegating and saying no. Much discussion centered on how to say "no".

To create a vision for one's future, Susan suggested that everyone draw a pie chart with six pieces and label each piece with the main activities in a person's life. Place a dot in each slice indicating the degree to which one is fulfilled in that area – close to the outer rim means fulfillment, close to the center less fulfillment. Connect the dots. This activity provides a visual picture of how balanced life is. If one is in complete balance then a mandala shape should be achieved. Susan suggested that we pick an area that we feel out of balance in – or one that is indicated by the chart – and work on it every time we have a free 15 minutes. She suggested that we list the things we can do to bring this area of our life more into balance.

Chris Olsson

ANNOUNCEMENT

Northern California Chapters of AWIS 2002 Winter Workshop

How to Successfully Manage Performance

Workshop Leader: Laura Browne

WOMEN Unlimited, Inc.

Date: Saturday, March 9, 2002

Time: 9:00 a.m. continental breakfast
9:30 a.m. program begins
12:00 -12:30 p.m. lunch provided
2:00 p.m. program ends

Cost: \$25 (members, students and post-docs) / \$40 (non-members)
Registration before February 25, 2002 to reserve your lunch

Location: Genentech
1 DNA Way (formerly Pt. San Bruno Blvd.), South San Francisco

Laura Browne is the Program Manager for West Coast Operations of the Women's Organization for Mentoring, Education and Networking, WOMEN Unlimited, Inc. Laura is a results oriented trainer with more than 15 years experience developing, designing and delivering training to participants around the country. She has a Master's Degree in Organizational Development and Human Resources Management. Her thesis topic was, "Do Women in American Corporations Need Different Management Training Than Men?" After reviewing the studies, she concluded that women do benefit from different management training but have a difficult time getting the training they need in corporations. As a result of her research, Ms. Browne joined WOMEN Unlimited. In addition to her work with WOMEN Unlimited, Ms. Browne is the founder of Trainingsense, a company that specializes in management development. She has developed and presented programs on topics including communication, leadership, management, professional development, presentation skills, sales, and negotiation.

This exciting workshop gives managers and supervisors the practical tools they need to immediately improve the performance of staff members and project team members. Skill building will be emphasized through the use of practical exercises and role-playing. Participants will develop an action plan by the end of the program.

For all registration questions, please contact Mary Alice Yund, Treasurer-ebAWIS at 510-525-1715 or yund@worldnet.att.net. Other inquiries: Sharon Metzler Dow, Vice-President-ebAWIS Event Coordinator at 510-705-5653.



JANUARY MEETING
Tuesday, January 22 2002

Bayer Corporation, Berkeley
6:30 PM catered light, cold supper

Building 58 Auditorium
7:00PM meeting

**Recommendations of the Commission on the Advancement of Women and Minorities in
Science, Engineering and Technology – Results and Implementation**

Jill T. Sideman, Ph.D.

Vice President, CH2M HILL, Ltd.
President-Elect, AWIS

A physical chemist by training, Jill Sideman is currently Vice President and Member of Board of Directors, CH2M HILL, Ltd., an employee-owned global engineering and construction firm with over 10,000 employees, 140 offices worldwide, and over \$2 billion in revenues. She has also been a member of the Workforce and Diversity Committee of the Board of Directors since 1992. Previously, she has founded two other environmental consulting companies. A member of the East Bay chapter, she was elected President Elect of National AWIS in 2001 after serving a number of AWIS board positions since 1995. She has been a passionate supporter of increasing opportunities and participation for women in science and engineering throughout her career, and has appeared as invited speaker on this topic at many occasions.

At the January 22 ebAWIS meeting, Jill will speak on her expertise as a member of the National Commission for the Advancement of Women and Minorities in Science, Engineering and Technology Development (CAWMSET). One of the highest concerns of employers in all sectors of our economy is the increasing deficit in the workforce pool in science, engineering, and technology (SET). A major finding of the Commission was that if women and minorities were in the SET workforce in parity with their proportion in the workforce population, the deficit would be largely covered. Come join us to hear about this interesting topic, and meet our next AWIS president!

For more ebAWIS information call:	Annie Pang	510-705-4503
	Jadine Moy	510-705-7811
	Alena Cowan	510-705-7496

Or visit the website: www.ebawis.org

From the North Bay:

Merge onto I-80 W.
Take I-80 W/I-580 E.
Take the UNIVERSITY Ave exit
towards BERKELEY
Keep RIGHT at the fork in the ramp
Turn RIGHT onto UNIVERSITY
Ave
Turn RIGHT onto 6TH ST.
Turn RIGHT onto DWIGHT WAY

From the Peninsula (SF):

Merge onto I-80 E/BAY BRIDGE
Take I-80 E/580 W
Take Highway 13/ASHBY
Ave /BAY St exit

Keep LEFT at the fork in the ramp
Merge onto ASHBY Ave
Turn LEFT onto 7TH ST
Turn LEFT onto DWIGHT WAY

From the East (Walnut Creek):

Take Highway 24W towards
OAKLAND
After the tunnel, take the first exit
towards TUNNEL Rd/Highway 13
N/ASHBY Ave/BERKELEY
Highway 13 N becomes ASHBY
Ave
Turn RIGHT onto SAN PABLO Ave
Turn LEFT onto DWIGHT WAY

From the South (San Jose):

Take the I-880 NORTH past
OAKLAND (new section I-880).
Merge onto I-80 E/I-580 W.
Take the Highway 13/ASHBY
Ave/BAY ST exit.
Keep LEFT at the fork in the
ramp.
Merge onto ASHBY
Ave/Highway 13
Turn LEFT onto 7TH ST
Turn LEFT onto DWIGHT
WAY.

**Enter Bayer through the
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East Bay AWIS

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