

Title: Women in Academia (WIA) Committee Charter

**Effective Date: June 15, 2023
(B2352)**

Revision: 004

**Supersedes: June 17, 2022 Release
(B2257)**

Purpose

The WIA committee is chartered to advise the Board of Directors on academia matters. The WIA committee is responsible:

- to effectively communicate, to engage and support women in academia, targeting current and potential future SWE members, as well as, the general WIA population,
- to make recommendations for professional development activities, both for the annual conference and throughout the year, targeting women in academia,
- to generate programming specific to women in academia which supports all areas of the SWE Strategy.

Background

The WIA committee was formed to specifically focus on the professional development needs of WIA, as well as, continue to look for ways to increase WIA membership and involvement with SWE. The committee has successfully met many of its deliverables since chartering but the needs of WIA have not diminished.

Scope

- The WIA committee chair will recruit committee members, as well as, recruit members through the annual Call for Committee Members Process and through WIA leadership throughout the fiscal year.
- The committee will collaborate through participation on and representation in relevant SWE committees, advisory boards, and taskforces to further implement the society's strategic goals with a specific focus on WIA members.
- The committee will nominate WIA committee members for above mentioned committees and taskforces.
- The committee will nominate coordinator roles for furthering specific goals (e.g., mentoring, webinars, society conference sessions).
- The committee will recommend programs that focus on academic opportunities.

Resources and References

- WIA will provide input on SWE matters related to academia, including but not limited to, Research, ABET, and Faculty Advisors.
- WIA Review and Recommendations Task Force Report.
- SWE Board, Committees' and Task Forces' Inputs.
- Committee Member and SWE Member Feedback.
- Feedback from the WIA committee meeting and sessions held at Society and WeLocal conferences.
- Meeting minutes from WIA committee teleconferences.

Authority and Limitations

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- No budget authority.
 - Committee chair may bring to the attention of the Board of Directors any WIA proposals or issues that are identified.
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Deliverables

The following are deliverables on an as needed basis:

- A strategic plan for communication, engagement, and support of WIA as members of SWE that aligns with the Society's strategic goals.
 - Expanded and enhanced professional development activities (e.g. webinars) directed at WIA.
 - Session suggestions and implementation for the annual conference that contribute to the improved professional development of SWE members.
 - Collaborations with the committees and taskforces, with specific focuses of developing a diverse and inclusive faculty, academic administrators, and staff pipeline and advocating for WIA members globally.
 - Nominations of WIA members to serve on the committees and taskforces.
 - Establish a mentoring program specifically for WIA; maintain and expand engagement in the mentoring resources through WIA.
 - Enhanced awareness of the importance of academic careers and how they are different from industry careers.
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Membership

- Chair and Chair-Elect.
 - Committee Members.
 - The composition of the committee should reflect all levels of careers and experiences, as well as new WIA members, professors at all ranks, instructors, university and college administrators and staff, graduate students and post docs.
 - The recruitment of committee members should be diverse with respect to the committee composition and also be diverse with disciplines of engineering, geographical distribution, and university and college types.
 - The WIA committee members must be paid SWE members.
 - SWE HQ staff, Manager of Professional Programs.
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Criteria for Success

- A WIA strategic plan.
 - Increased membership in SWE by academic women.
 - Increased collaborations with SWE committees and taskforces.
 - Increased programming directed at WIA professional development needs.
 - Increased number of sessions at the annual conference facilitated or presented by WIA members.
 - Increased interest and participation in SWE conferences and events by a broader representation of WIA members.
 - Valuable input, as needed, to SWE BOD, committees and taskforces.
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Report To Duration

Director designated each FY.

Effective Date through FY24; to be reviewed in FY25.
