General Assembly
28 March 2019
<table>
<thead>
<tr>
<th>time</th>
<th>what</th>
<th>who</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.15-15.00</td>
<td><strong>Formal General Assembly</strong></td>
<td>Janet Hering</td>
</tr>
<tr>
<td></td>
<td>• Approval of minutes</td>
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<tr>
<td></td>
<td>• Reporting of Executive Board</td>
<td>Lenny Winkel</td>
</tr>
<tr>
<td></td>
<td>➢ Brief overview / history</td>
<td>Janet Hering</td>
</tr>
<tr>
<td></td>
<td>➢ Annual Report, Budget, Setting of Dues for 2019</td>
<td></td>
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<td></td>
<td>➢ Audit</td>
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<td></td>
<td>• Other business</td>
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<tr>
<td></td>
<td>➢ Withdrawing from the Commercial Registry in Zurich</td>
<td>Rizlan Bernier-Latmani</td>
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<tr>
<td></td>
<td>➢ Official change of address</td>
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<tr>
<td></td>
<td>➢ Thanks to Catherine Brun, Suzanne Hilfiker and Monique Weber (ETH-Rat Stab)</td>
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<td>➢ Thanks to Kristina Shea (Executive Board 2013-2019)</td>
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<tr>
<td></td>
<td>• Re-election/election of Executive Board members and officers</td>
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<tr>
<td></td>
<td>➢ (re-election as member) Carlotta Guiducci (EPFL)</td>
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<td></td>
<td>➢ (election as member) Eleni Chatzi (ETHZ)</td>
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<td></td>
<td>➢ (election as member) Hatice Altug (EPFL)</td>
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<td></td>
<td>• Formal adoption of survey report (discussion of next steps after the break)</td>
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<tr>
<td>15.00-15.30</td>
<td><strong>Photo and coffee break</strong></td>
<td>Rizlan Bernier-Latmani</td>
</tr>
<tr>
<td>15.30-16.30</td>
<td><strong>Information and open discussion</strong></td>
<td>Rizlan Bernier-Latmani</td>
</tr>
<tr>
<td></td>
<td>• Preliminary information on the Committee on the Status of Women Faculty at EPFL</td>
<td></td>
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<tr>
<td></td>
<td>• How to follow up on the survey</td>
<td></td>
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<tr>
<td></td>
<td>• Other</td>
<td></td>
</tr>
</tbody>
</table>
The ETH WPF was initiated as an outreach activity by the NCCR MUST. It was established in March 2012 as an independent association with membership open to women professors at ETH Zurich. In 2016, the membership was expanded to include women professors at EPF Lausanne. In 2017, the General Assembly voted to include women scientists at the Research Institutes of the ETH Domain who hold professorial titles at a Swiss University.
Report of the Executive Board

WPF Executive Board

• Current membership:
  ➢ **Janet Hering**, D-USYS, ENAC and Director of Eawag (Chair since 2016, Vice Chair 2012-2016)
  ➢ **Elsbeth Stern**, D-GESS (Vice-Chair since 2018, member since 2016)
  ➢ **Rizlan Bernier-Latmani**, ENAC (Vice-Chair since 2016)
  ➢ **Hélène Füger**, Head of Equal Opportunity Office, EPFL (since 2017)
  ➢ **Carlotta Guiducci**, STI, EPFL (since 2017)
  ➢ **Ruth Signorell**, D-CHAB (since 2014)
  ➢ **Kristina Shea**, D-MAVT (since 2013)
  ➢ **Renate Schubert**, D-GESS and Associate Vice President for Diversity (since 2012)
  ➢ **Effy Vayena**, D-HEST (since 2018)

• Taker of minutes: Catherine Brun (elected 2017)

Report of the Executive Board (cont.)

History (cont.)

ETH Women Professors Forum (ETH WPF)

The website of the ETH Women Professors Forum (members from ETH, EPFL, ETH Domain) is https://eth-wpf.ch

Ursula Keller: Book chapter on creating the ETH Women Professors Forum

Interview with Ursula Keller by Andrea Eichholzer (pp. 265-276): “Development of a network for women in academic leadership positions: What lessons can be learned from the ETH Women Professors Forum?”

download PDF (Ursula Keller english)

Key Interview Questions (click on link for answers):

- Building a functioning network like the ETH WPF is resource-intensive – how did you manage to successfully develop it? Answer
- Why is it that so few women aspire to a professorship in your own discipline, physics, or in another scientific discipline? Answer
- You’ve mentioned structural barriers several times. Why is your view of the structural...
Goal

“The Women Professors Forum wants to be part of ETH’s efforts to attract young girls and women to science, retain women scientists, and promote excellent individuals to the highest level of the university.”


The WPF thanks its supporters:

- **WPF members**
- NCCR MUST: in-kind staff support (2016-2017, 2019 – present)
- ETH Board: in-kind staff support (2016 – March 2019)
- ETH Zurich Office of the President: staff support (2014-2015) with appointment in the Equal! Office
- ETH Zurich Office of the Rector: seed funding (50K CHF) in 2012
- NCCR MUST: in-kind staff support and initial website (2012-2013)
- Eawag: in-kind staff support (2012-2013, 2016 to present)
Report of the Executive Board (cont.)

Selected activities and accomplishments (2012-2017)

Networking and knowledge exchange
  • Scientific lunches, other leadership and diversity events
  • News (awards, appointments, promotions, etc.) circulated by e-mail and posted on ETH WPF website

Expansion of membership
  • (2016) EPFL professors
  • (2017) RI scientific staff with professorship at a Swiss university

Outreach
  • Website, flyer, presentations, articles, books

Business and business meetings
  • General assemblies, Executive Board meetings
  • (2017) revision of statutes (in-kind support from ETH Board Stab)

Consultations and recommendations
  • ETHZ Executive Board, conference of ETHZ Department Heads, recommendations (see website), input to ETH Board Gender Strategy
Networking and knowledge exchange

Input to the Self-Evaluation Report of the ETH Board for the interim evaluation of the ETH Domain

Survey of "Issues Important to Women Professors at EPFL and ETHZ"

Preparation of report on the survey of "Issues Important to Women Professors at EPFL and ETHZ"

Current membership: 70 (ETHZ, ca. 70%), 47 (EPFL, ca. 87%), 1 (Research Institutes)

Note: still some unidentified members (sorry)
Report of the Executive Board (cont.)

Ambitions (2019 and beyond)

Networking and knowledge exchange

Outreach activities
- Participation and co-sponsoring of diversity events (500WS, D-MATH in 2019)
- Outreach through columns, etc.

Support advancement of women faculty
- Committee on the Status of Women Faculty at EPFL
- Encourage nominations for awards, keynote speakers, etc.
- Encourage appointments of women faculty to key committees and leadership positions

Support recruitment of new women faculty
- Talent-scouting

Cooperation with Equal Opportunity Offices of ETHZ and EPFL

Input to intermediate evaluation of the ETH Domain (March 2019)

Positioning for future (especially new Chair in 2020)
# Report of the Executive Board (cont.)

## ETH Women Professors Forum - Financial Sheet 2018

<table>
<thead>
<tr>
<th>Description</th>
<th>SPENDING in CHF</th>
<th>INCOME in CHF</th>
</tr>
</thead>
<tbody>
<tr>
<td>(A) Member fees</td>
<td></td>
<td>10'550.00</td>
</tr>
<tr>
<td>(B) Account interest</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>(C) Other contributions/revenues</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>(D/E) Scientific lunches (catering and other)</td>
<td>219.30</td>
<td></td>
</tr>
<tr>
<td>(F/H) General Assembly (catering and other)</td>
<td>803.25</td>
<td></td>
</tr>
<tr>
<td>(I) Other events</td>
<td>2'000.00</td>
<td></td>
</tr>
<tr>
<td>(J) Travel expenses</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>(K) Compensation (Jasmin Rohracher)</td>
<td>1'026.55</td>
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<tr>
<td>(L) Communication and IT services (prints, webpage, translations)</td>
<td>251.00</td>
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<tr>
<td>(M) Operating costs (insurances, bank fees, advisory costs, taxes)</td>
<td>0.00</td>
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</tr>
<tr>
<td>(N) Other material</td>
<td>150.00</td>
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<tr>
<td>(O) Sponsoring and support/participation of other related organizations</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>(P) Other</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>4'450.10</strong></td>
<td><strong>10'550.00</strong></td>
</tr>
</tbody>
</table>

## Profit / Loss 2018

<table>
<thead>
<tr>
<th>Assets (total)</th>
<th>(CHF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance (01.01.2018)</td>
<td>40'567.80</td>
</tr>
<tr>
<td>Spending</td>
<td></td>
</tr>
<tr>
<td>Income</td>
<td>4'450.10</td>
</tr>
<tr>
<td>Balance (31.12.2018)</td>
<td>46'687.70</td>
</tr>
</tbody>
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Report of the Executive Board (cont.)

Audit Report (Prof. Lenny Winkel)

Discharge of Executive Board responsibilities

VOTE

https://s-media-cache-ak0.pinimg.com/736x/03/22/25/0322253eb181f4c4788b42862421a587.jpg

ETH WPF General Assembly 28.03.2019
<table>
<thead>
<tr>
<th>Description</th>
<th>SPENDING in CHF</th>
<th>INCOME in CHF</th>
</tr>
</thead>
<tbody>
<tr>
<td>(A) Member fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(B) Account interest</td>
<td></td>
<td>10500</td>
</tr>
<tr>
<td>(C) Other contributions/revenues</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>(D/E) Scientific lunches (catering and other)</td>
<td></td>
<td>400</td>
</tr>
<tr>
<td>(F/H) General Assembly (catering and other)</td>
<td></td>
<td>2000</td>
</tr>
<tr>
<td>(I) Other events</td>
<td></td>
<td>1000</td>
</tr>
<tr>
<td>(J) Travel expenses</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>(K) Compensation (Exec Bd asst by invoice)</td>
<td></td>
<td>3000</td>
</tr>
<tr>
<td>(L) Communication and IT services (prints, webpage, translations)</td>
<td></td>
<td>2000</td>
</tr>
<tr>
<td>(M) Operating costs (insurances, bank fees, advisory costs, taxes)</td>
<td></td>
<td>60</td>
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<tr>
<td>(N) Other material</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>(O) Sponsoring and support/participation of other related organizations</td>
<td></td>
<td>2000</td>
</tr>
<tr>
<td>(P) Other</td>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>10460</td>
<td>10500</td>
</tr>
<tr>
<td>Profit / Loss 2019</td>
<td></td>
<td>40</td>
</tr>
</tbody>
</table>
Proposed Budget 2019

<table>
<thead>
<tr>
<th>Assets (total)</th>
<th>(CHF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance (01.01.2019)</td>
<td>46687.7</td>
</tr>
<tr>
<td>Expected spending</td>
<td>10460</td>
</tr>
<tr>
<td>Expected income</td>
<td>10500</td>
</tr>
<tr>
<td><strong>Expected Balance (31.12.2019)</strong></td>
<td><strong>46727.7</strong></td>
</tr>
</tbody>
</table>

Membership fees will remain at CHF 100 for 2020.
Other business

Deletion of position of "taker of minutes"
  • Formerly Catherine Brun (ETH Board Stab)

Withdrawing from Commercial Registry in Zurich
  • Intended for fund-raising purposes
  • Not needed for membership organization
  • If approved, would be delegated to the Chair to finalize

Change of address
  • Cannot use the ETH Board address any longer
  • Replace this with a fixed address for an association without a domicile (Vereinsadresse – die feste Adresse für Vereine ohne Domiziladresse) → ETH WPF, 8000 Zürich

Deletion of reference to Commercial Registry
  • Delete this reference in Art. 17 "Powers of the Committee"
Other (informal) business

Thanks to

• Monique Weber, ETH Board Legal Office – support with statutes
• Catherine Brun, ETH Board Science team – support with finances, taxes and preparation for the GA
• Susanne Hilfiker – support with the website and e-mail lists
• Please sign thank-you insert

Thanks to outgoing Executive Board member(s)

• Kristina Shea (2013-2019)
Elections (Executive Board)

Renewal of current member

- Prof. Carlotta Guiducci (EPFL, School of Life Sciences) member since 2017 → renewal through spring 2021

Election of new members

- Prof. Eleni Chatzi (ETHZ, D-BAUG – Civil, Environmental and Geomatic Engineering)
- Prof. Hatice Altug (EPFL, School of Engineering)

Election / re-election of officers

- (none)
Adoption

AUTHORS

The authors of this report are listed in alphabetical order by last name.

Lucia Baldi-Unser, EPFL
Rizlan Bernier-Latmani, EPFL
Helene Fueger, EPFL
Carlotta Guiducci, EPFL
Janet Hering, EAWAG, EPFL, ETHZ
Adoption

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Helene Fueger, EPFL
Carlotta Guiducci, EPFL
Janet Hering, EAWAG, EPFL, ETHZ
Follow-up

- Creation of the ‘Commission on the Status of Women Faculty at EPFL'
  [https://equality.epfl.ch/equalityepfl/commission-status-women-faculty/](https://equality.epfl.ch/equalityepfl/commission-status-women-faculty/)

- Make-up:
  - Five men and five women professors (one from each of the larger schools)
  - Human Resources Director
  - Gender Equality Delegate
  - Administrative support
Follow-up

- Creation of the ‘Commission on the Status of Women Faculty at EPFL'
  https://equality.epfl.ch/equalityepfl/commission-status-women-faculty/

- Mandate:
  1. Collect data on the gender distribution for a number of parameters:
     - Salary
     - Space
     - Financial resources
     - Hiring and promotion
     - Leadership and named chairs
     - Awards
     - Teaching
     - Grievances
     - Extramural fundraising
Follow-up

- Creation of the ‘Commission on the Status of Women Faculty at EPFL’
  [https://equality.epfl.ch/equalityepfl/commission-status-women-faculty/](https://equality.epfl.ch/equalityepfl/commission-status-women-faculty/)

- Mandate:
  1. Interview 30 women professors and 15 (or more) matched men professors:
     - Selected based on criteria (e.g., family status, scientific discipline, academic rank, academic geographical origin, lab size, EPFL school, age, seniority)
     - Will be interviewed on campus
     - Transcripts confidential and no direct quotes that identify individuals
     - Questions: recruitment, experience at EPFL, interactions in the workplace, work-life balance, impact of gender on experience at EPFL
Follow-up

• Creation of the ‘Commission on the Status of Women Faculty at EPFL'
  https://equality.epfl.ch/equalityepfl/commission-status-women-faculty/

3. Reporting:
   • Focus group to discuss the findings
   • Recommendations will be articulated
   • Report will be finalized