

ORNL COMMITTEE FOR WOMEN

Information Packet

2003 – 2004



**Oak Ridge National Laboratory
P.O. Box 2008
Oak Ridge, Tennessee 37830**

ORNL's COMMITTEE FOR WOMEN

CELEBRATES 10th ANNIVERSARY



The Oak Ridge National Laboratory (ORNL) Committee for Women (CFW) was established in October 1993 and chartered in January 1994 *to pursue making ORNL a preferred workplace for women - and a better overall institution - into the 21st century.* Led by Michelle Buchanan, the first CFW chair, the CFW objectives were to:

"raise issues and recommend actions to promote opportunities for women at the Oak Ridge National Laboratory. These issues fall into two areas: career development and work environment, including management representation, recruiting and hiring, career development, work environment, child-care, and education."

The original members were Michelle Buchanan, Marilyn Brown, Mary Lou Daugherty, Brendlyn Faison, Diedre Falter, Hal Glover, Helen Payne, Peter Trotorelli, Judy Trimble, Julie Watts, and Pat Trentham. In their first year the CFW:

- developed a charter
- hosted a brown-bag luncheon in June, facilitated by Jeanne Draughn of Human Resources, to review the first Women in Leadership Conference sponsored jointly by DOE, NASA, and AWIS
- established a "Did You Know" column for Inside Line (had 7 columns starting in May 1994)
- solicited delegates for the DOE Review of Laboratory Programs for Women
- helped publicize the Dependent Care Survey (CFW obtained raw data and summarized results)
- hosted a reception for Lee Russell, honorary recipient of the Fermi Award
- helped organize and publicize Take Your Child to Work Day and Community Day

Many of the initial concerns and support of the CFW remain applicable today. In one early report, the CFW commented on career advancement, noting that ORNL management fails to focus on the career development of ORNL women. The CFW pointed out that ORNL does not "grow our own" women managers as happens in other DOE laboratories. Closely linked was a comment on the Laboratory's lack of "succession planning" that included women managers. Associated with these issues was the status of mentoring versus development of women at ORNL. To be successful, the CFW noted that mentoring had to be facilitated - and rewarded - by upper management. Today the CFW remains dedicated to promoting the visibility of ORNL women and to increasing the leadership potential of women at ORNL and elsewhere in the community.

Information taken from CFW archives
December 16, 2003

ORNL COMMITTEE FOR WOMEN

Mission Statement and Objective



Mission

The Oak Ridge National Laboratory (ORNL) Committee for Women will foster and promote the Laboratory as an attractive workplace for women. The longstanding health of the institution critically depends upon it being a preferred employer for both male and female scientists, engineers, and others needed to support the Department of Energy (DOE) missions. Only with inclusivity can ORNL attract and retain "the best and brightest" in the 21st Century.

Objective

The Committee will identify and recommend actions to achieve their mission, including enhancement of:

- The workplace environment, including policies and procedures and attitudes.
- Development opportunities for women in all career paths.
- Recognition of ORNL as a preferred employer by women.

CFW Web Site

<http://www.ornl.gov/adm/cfw/home.htm>

ORNL's COMMITTEE FOR WOMEN

2003 – 2004 Membership



<i>Buttram, Mylissa</i> , ad hoc advisor	Human Resources and Diversity Programs
<i>Cheverton, Cathy</i>	Environmental Safety Health and Quality
<i>Estes, Sherry</i>	Office of the Laboratory Director
<i>Fritz, Sharon</i> , Historian	Energy and Engineering Sciences
<i>Gurd, Pamela</i>	Spallation Neutron Source Project
<i>Harris, Frank</i> , Leadership Team Champion	Biological and Environmental Sciences
<i>Jin, Rongying</i>	Physical Sciences
<i>Lewis, April</i>	Computing and Computational Sciences
<i>Lundy, Cindy</i>	Communications and Community Outreach
<i>Milanez, Sylvia</i>	Biological and Environmental Sciences
<i>Shugart, Shirley</i> , Vice Chair	Physical Sciences
<i>Sorensen, Barbara</i> , Chair	Biological and Environmental Sciences
<i>Wilson, Swati</i>	Facilities and Operations
<i>Woods, Mary Jo</i>	Business and Information Services
<i>Yethiraj, Mohana</i>	Physical Sciences

COMMITTEE FOR WOMEN

Standing Subcommittees (2003 - 2004)



Subcommittees	Subcommittee Chair	Subcommittee Members	Non-CFW Subcommittee Members
Budget	Barbara Sorensen ¹	Shirley Shugart	
Better Workplace	Mylissa Buttram		
- Quality of Life/Focus Group	Barbara Sorensen	Mylissa Buttram	
Web Site	Shirley Shugart	Barbara Sorensen ¹	
Brown Bag Series			
- Parent to Parent Seminar	Mylissa Buttram	Sharon Fritz	
Focus Group			
- Status of Women at ORNL	Mylissa Buttram		
- Surveys	Mylissa Buttram		
Public Relations			
- Awards	Barbara Sorensen		
- Publicity (ORNL Reporter)	Shirley Shugart	Cindy Lundy	
- Appreciation Certificates	Shirley Shugart	Sharon Fritz	
Special Events			
- Take Your Child to Work	Frank Harris	Mylissa Buttram ²	
- Komen Race for the Cure 2004	Cathy Cheverton	Mylissa Buttram ²	
- Women's History Month		Mylissa Buttram ²	
- Professional Development	April Lewis	Mylissa Buttram ²	
- ORNL Wellness Committee	Sylvia Milanez, Liaison	Mylissa Buttram ²	
- Women's Health Day	Sylvia Milanez, Liaison	Mylissa Buttram ²	Carol Wood
Nominating Committee	Barbara Sorensen ¹	Wendell Ely, Carol Wood, Ron Parr, Gary Mays, Mohana Yethiraj ³	

¹. Policy: The current Committee for Women Chair is required member of this subcommittee.

². Policy: The ad hoc champion is required member of this subcommittee.

³. Committee for Women members rotating off end of current fiscal year (August 2003).

COMMITTEE FOR WOMEN

**Distribution of Women by Directorate
Summary**



Assumptions:

1. Representation per Directorate is 1% of women staff member, but no more than 2 representatives per Directorate.
2. Exception to retention assumption: Mylissa Buttram will remain on CFW as HR representative thru 2004.
3. To ensure continuity, term expiration will be based on current length of service. New members:
 - a. joining in 2003: term of member being replaced (replacement selected by AD before resigning)
 - b. joining after 2003: after 3 years service (replacement selected by AD before resigning)

Directorate	Members from 2001 - 2003	Members from 2002 – 2004	Members from 2003 - 2005
Biological and Environmental Sciences		Frank Harris, Leadership Team	
		Barbara Sorensen	
		Sherry Estes	
			Sylvia Milanez
Business and Information Services		Mary Jo Woods	
Communications and Community Outreach			Cindy Lundy
Computing and Computational Sciences			April Lewis
Energy and Engineering Sciences	Sharon Fritz		
Environment, Safety, Healthy, & Quality			Cathy Cheverton
Facilities and Operations	Swati Wilson		
Human Resources and Diversity Programs			Mylissa Buttram, ad hoc advisor
Office of Laboratory Director, SNS		Pamela Gurd	
Physical Sciences		Shirley Shugart	
			Rongying Jin

2001: 5 transferring off the CFW on 9/30/01 (2 current members, 3 transferred off early)
 2002: 7 transferring off the CFW (5 current plus 2 new members in 2001)
 2003: 5 transferring off the CFW
 2004: 3 transferring off the CFW
 2005: 5 transferring off the CFW
 2006: 4 transferring off the CFW (all new members in 2003)
 Repeat pattern