Date: November 17, 2014

To: Wright State University Full-Time Women Faculty and Staff

From: Presidential Screening Committee

Subject: HERS Summer Institute for Women in Higher Education Administration

President David R. Hopkins will continue the Wright State University tradition of supporting the nomination of a woman on the full-time faculty or staff to attend a HERS Summer Institute for Women in Higher Education Administration. The selected participant can choose which institute, based on dates and location, to attend. The 2015 Summer Institutes will be held from June 15-27 at the University of Denver and from July 13-25 at Bryn Mawr College.

The purpose of the Summer Institutes is to prepare women faculty and staff for senior institutional leadership; Institute attendees typically hold mid to senior-level positions and bring expertise from all areas and divisions of the university. The program explores the following curricular themes: self-knowledge and promotion; asset and relationship building and management; and institutional and higher education awareness.

The Office of the President will support the major cost of the program (an inclusive fee of $7,599 for tuition, instructional materials, room, and board) as well as the application fee. The successful candidate might also request support for travel expenses from her department, school, or college.

Applicants will participate in a screening process that includes WSU application review by the Presidential Screening Committee, Presidential selection and endorsement, and final selection by HERS. All interested women are encouraged to read more about the Summer Institutes at http://www.hersnet.org; the Women's Center staff and former HERS participants are also available to answer questions about the Summer Institutes and the application process.

A completed application packet should be returned with a résumé or curriculum vitae, current position description, a self-descriptive letter and a letter of support from your immediate supervisor/department head to Amber Vlasnik, Director of the Women's Center, 148 Millett Hall, no later than 12:00 p.m. on Monday, December 15, 2014. Detailed information about the application process and materials can be downloaded at www.wright.edu/women.

The Presidential Screening Committee encourages all interested women to apply for this professional development opportunity.