WOX Grant Application Form for 2016
01/01/16

This template is required for submission of your grant. Insert your cursor into the text box provided under each section and begin typing. The box will expand and there is no character limit.

The completed WOX Grant Application must be emailed to ernsta@XAVIER.EDU and a paper copy with appropriate signatures mailed to Anne Ernst, Alumni Building ML 5430 by 5 p.m. March 1, 2016.

NOTE: Proposal review and assistance is available through the Office of Grant Services. Please contact Shari Howell at 513-745-1904 or email at howells3@xavier.edu.

PROPOSAL FOR WOX GRANT
Include the following info in the following order:

Title of Proposed Project:

The Polishing and Printing of a Book on Women’s Leadership -
Leadership Mastery and Moxie in 30-Days:
A Guide and Journal for Career Women

Name of Each Applicant and Their Associated Position:

Debra K Mooney, Ph.D.
  Assistant to the President for Mission and Identity/Chief Mission Officer
  Founding Director, Conway Institute for Jesuit Education

Sandra Richtermeyer, Ph.D.
  Associate Dean, Williams College of Business
  Professor of Accountancy

ALL appropriate signatures as outlined in the Guidelines for the WOX Grant Awards document.
For each approval needed, please type the person’s name, title, email address, and then have them physically sign it.

Dr. John Kucia
VP, Administration
Kucia@Xavier.edu

Dr. Staff Johnson
Interim Dean, Williams College of Business
Johnson@xavier.edu
**ABSTRACT**

Summarize your proposal request as indicated below:

**HINT:** The abstract may be the only part of the proposal the voter reads, so it is imperative that you sell your project in this section. As this is a summary of your project, please limit this section to no more than ½ page.

<table>
<thead>
<tr>
<th>Title of the Proposed Project:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>The Polishing and Printing of a Book on Women’s Leadership -</strong></td>
</tr>
<tr>
<td><strong>Leadership Mastery in 30-Days:</strong></td>
</tr>
<tr>
<td><strong>A Guide and Journal for Career Women</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Amount Requested:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$4,900</td>
</tr>
</tbody>
</table>

Brief abstract that clearly and concisely states the aim of the project, anticipated value for XU students and/or faculty and the indicators of success:

This project outcome is to create and print a resource/book to support women’s leadership via the advancement of capacities and confidence. The book includes information on 30 leadership factors, each with an associated prompt for reflection on personal experience (i.e., Ignatian reflection). It is an outgrowth and companion-piece to the ‘Women’s Ignatian Leadership Salon’ that we, the applicants, have developed and co-facilitated for Xavier faculty/staff (2014, 2015) and graduate students (2015) and for women leaders at universities of the Midwest Province and Canada of the Society of Jesus.

Our European ‘salon’ style colloquium facilitates personal reflection, small group conversation and peer support. Expanding on topics from- and the style of- the Salon, we are completing the “Guide and Journal” and are proposing to develop a prototype book and pilot it with former and future (2017) women participants. Ultimately our goal is to have the prototype book printed by a publishing house for wide distribution and availability.
BUDGET

What is the amount of funding requested?

Editorial review from Clear Sharp Writing, LLC/Elizabeth Stockton, President $900

Academic writing, which we are accustomed to using, differs significantly from the colloquial style that we strive for in this book. As well, we need assistance is blending our two ‘voices.’ Clear Sharp Writing specializes in editing technical content adapted for a general audience. We are seeking support for two rounds ($300 x 3) of editorial review of the thirty themes.

Graphic design, illustration and layout $1,500

Since the book is partially a personal journal facilitating introspection, and “a picture is worth a 1000 words,” visual charm would significantly strengthen the appeal, value and usefulness of the guide.

200-250 book copies from Graphic Village ~$2,500

The books (70-95 pages bounded with full color printing on heavyweight recycled paper) will serve as continuing education and engagement for former Salon participants and will deepen and extend the experience for future participants.

Total =-$4,900

Provide a detailed budget with justification/need for each itemized expense.

- For example, if your project requires a paid student coordinator, the role of that coordinator in the project must be specified.
- If more than 25% of a budget is allocated toward food and incentives, specific rationale for these expenses should be provided.
- Include a detailed list of supplies and equipment necessary to complete the project.
- If a project’s total budget is greater than $10,000, per year, other sources of support must be stated and appropriate documentation from other funding partners must be provided.
- All costs, including student pay rates, must follow university policy. Your budget for these items should take this into account. Please contact Student Employment and other appropriate offices on campus to obtain proper pay rates.
1. How does this proposed project enhance the mission and purpose of Women of Excellence?

The aim of this project is directly aligned with the mission and purpose of WOX because the goal is to further develop women [leaders] of excellence!

The project outcome is to create a guide book to support women’s leadership via the advancement of capacities and confidence. The book includes information on 30 leadership factors, each with an associated prompt for reflection on personal experience (i.e., Ignatian reflection).

It is an outgrowth and companion-piece to the ‘Women’s Ignatian Leadership Salon’ that we, the applicants, have developed and co-facilitated for Xavier faculty/staff (2014, 2015) and graduate students (2015) and for women leaders at universities of the Midwest Province and Canada of the Society of Jesus (2015; highlighted by the Jesuit National Conference and Province in each of their e-newsletters and on-line, see Additional Information).

Additionally, we were accepted to present on the effectiveness and style of the Salon in Chicago at the April 2016 annual meeting of the Higher Learning Commission (HLC), the regional accrediting body of universities in the 19-state region. The Women’s Ignatian Leadership Salon is a fitting seminar at the HLC conference because it pertains to many of its Criteria for Accreditation, including:

Criterion 1.C. 2: The institution’s processes and activities reflect attention to human diversity as appropriate within its mission and for the constituencies it serves.

Criterion 3.C.4: The institution has processes and resources for assuring that instructors are... [supported in] their professional development.

Criterion 3.C.6: Staff members providing student support services... [are] supported in their professional development.

Criterion 5.B: The institution’s governance and administrative structures promote effective leadership and support collaborative processes that enable the institution to fulfill its mission.

In short, our ultimate goal is to have the book printed by a publishing house and this proposal helps us to develop and pilot a professional and usable prototype with Xavier women faculty, staff and students.

2. How will this project further the mission of Xavier University to “engage and form students intellectually, morally and spiritually, with rigor and compassion, toward lives of solidarity, service and success?”

The project/book serves to support women’s leadership skills and success in ways intellectual (i.e., factual and educational), moral (with a day/factor being ‘virtuous leadership’) and spiritual (i.e., by way of Ignatian reflection on personal experience). The 30 topics include both intra- and interpersonal processes.
3. Why is this project important? Does it address a gap within existing University programs?

The book complements and expands on an existing and effective program, The Women's Ignatian Leadership Salon. In order to most fully understand the purpose and structure of the book, it is useful to understand the Salon. This is how we have described it:

In order to support institutional effectiveness through the growth and advancement of women leaders, we developed and co-facilitate a unique seminar, the Women’s Leadership Salon. The seminar builds capacities and confidence through a socio-emotional dialogical approach. ‘Salons’ flourished in France throughout the 17th and 18th centuries as gatherings ‘to refine the taste and increase the knowledge of the participants through conversation’ and with the purpose similar to poetry “to please or to educate.” Both are fitting intentions for this seminar, hence the title “Salon”.

The need for women-specific professional development has been outlined by B. Peltier (2010, 259):
- gender differences are often real and significant,
- the performance of organizations with greater gender diversity is stronger than those with less,
- women do not have the same access to informal networking,
- women and men do not fare the same way in the workplace.

The design of the Women’s Leadership Salon was inspired by the findings of J. Walvoort (2009; and expanded upon with A. Leimon, 2011) addressing strategies that overcome barriers to women’s advancement. They are: networking, role models, confidence, an understanding of one’s own strengths, family and career balance, corporate (or organizational) culture, systematic investment in career and development, and career planning. The approach to these barriers, hence the title of “Salon,” is dialogical and reflective rather than a [deficit] skills-based focus.

Topics covered in the Salon include: personal strengths, early leadership lessons (i.e., socialization), impression management, stereotype threats, institutional culture, networking, role models, and heroic and virtuous leadership. The general format for each topic involves brief information sharing by the co-facilitators, small group discussion on specific reflection questions that focus comments on the participants’ personal experience of the topic, and large group conversation.

Attendees are asked to engage in ~1 hour of preparation which includes skimming articles of choice from a list, posted on-line, under the categories of: ‘Leadership Characteristics’, ‘Culture-Ethnicity-Race-Sexual Identity-Socialization,’ ‘Topical,’ ‘Mission,’ ‘Advancement,’ ‘Articles Recommended by Salons’ and ‘Women in "A Corner Office" (or All Advice is Autobiographical!).’ The last category includes links to five of the most recent columns highlighting women CEO’s from the Sunday edition of The New York Times. In addition to their brief time of inspired reading, they are invited to use the ‘Corner Office’ column as a model to craft an article about themselves. This activity is effective in supporting reflection on personal leadership experiences. The articles are shared and discussed in the Salon.

See the on-line preparatory information for:  
Xavier faculty/staff http://www.xavier.edu/jesuitresource/online-resources/Womens-Ignatian-Leadership-Salon.cfm  
graduate students http://www.xavier.edu/jesuitresource/online-resources/Womens-ignatian-Leadership-Salon1.cfm  

4. What is the expected outcome of your project? How many people (faculty, staff, students) will be engaged in your project?
Books will be distributed to the Xavier faculty, staff and graduate students that have participated in an earlier Salon, as continuing education, and will support ~200 future participants in a Salon or those in a program yet-to-be developed around the book. As well, a professional template will be created for continued printings.

5. How will you measure the success of your project, if funded? What are the qualitative and quantitative measures that you will use to assess impact and effectiveness?

We will gather feedback from women who have received the book in a manner similar to how we have assessed the Salon. For example, a representative sample of qualitative feedback from the Xavier graduate student Salon attendees include these statements to the question, “In a year from now what 1 thing will you remember? What is your take-away?”

- Focus on your skill and try to make the most of them
- “Be supportive of what you do well” Embrace my gifts and what I do well
- Awareness of stereotypes-communication through appearance strengths/interests to pursue what you are good at!
- How stereotyping can affect the workplace and how this can have a negative impact on the workplace and productivity.
- I will remember everything about this day. It was enlightening and enjoyable.
- “Don’t be your first, worst critic” build on your strengths
- It’s okay to express yourself as a woman, and reach out to other woman, be a support system for one another.
- Reflect on the stop 10 points on leadership: Yield the advice shared on leadership. Loved the daily Examen too. Great principles to follow in life.
- The 4 F’s, the daily Examen, the scarf-absolutely love it!
- I need to look for more women role models. I had difficulty thinking of anyone at first.
- Do not be afraid, Leadership is not about not making mistakes; it’s about learning from them.
- It’s okay for women to have “women only” events. We don’t have to apologize for wanting to speak candidly with each other and wanting a platform to do so.
- I was told how important my mother’s social skills are and that this is a skill I have developed.
- I will remember to incorporate the Jesuit values with constantly practicing my leadership skills
- How I conduct myself as a leader and how I help others in my field.
- Being the best you can be matter to presenting the best version of yourself
- To remember to stay involved in women leadership-forum and the atmosphere

6. If your project is funded, how will the WOX Giving Circle be recognized as having played a role in the success/completion of your project? Give specific examples.

The WOX Giving Circle will be verbally recognized at future Salons and a printed notice of appreciated, with logo if willing, will be on each book.
Attached:

1) The Jesuit National Conference article on the Women’s Ignatian Leadership Salon for women of the Upper Midwest Province and Canada.

2) Two of the book topics, Beginnings and Public Speaking. We have drafted 11 of the 30 days to-date (2/8/16)
Women's Ignatian Leadership Salon Inspires University Administrators

By Doris Yu

August 26, 2015 — In one of the first gatherings of its kind, female administrators from seven different Jesuit colleges met in Cincinnati to discuss Ignatian leadership earlier this month. The attendees, who represented schools in the Midwest and Canada, convened at Xavier University for the inaugural Women's Ignatian Leadership Salon.

Held from Aug. 11–12, the conference aimed to advance leadership capacities through an emphasis on Ignatian reflection, sharing and experience-focused workshops.

Facilitators Dr. Debra K. Mooney, Xavier’s chief mission officer and assistant to the president for mission and identity, and Dr. Sandy Richtermeyer, associate dean of Xavier’s Williams College of Business, named the event an “Ignatian salon” because of its introspective focus on women’s professional experiences in the vein of St. Ignatius’ Spiritual Exercises, a departure from other professional workshops that solely concentrate on skills like networking or public speaking.

Barbara Howard, Xavier University’s first female board chair, gave the keynote speech on “Spiritual Leadership.”

“At its core, it was Ignatian because we really emphasized people’s reflection on their personal experience and their consciousness of choices they make and desires they have in their career and vocation,” said Mooney. “It makes it different from traditional professional development opportunities, which are oftentimes skills-based, such as ‘how do you do something better and more effectively?’”

A few basic rules were observed throughout the conference: all participants were to be considered equal and were invited to offer their thoughts in a safe place, reminiscent of early 18th-century French salons that aimed to "please or educate." Popular during the Enlightenment, the salons were held to

Recent News

Jesuits in Formation Welcome Pope Francis to the U.S.
September 14, 2015 — As excitement builds for Pope Francis' upcoming trip to the U.S., 300 Jesuits in formation offer words of welcome and share their perspectives about the significance of a Jesuit pope.

St. Joseph's Prep to Host Hundreds of Jesuit High School Students for Papal Pilgrimage in Philadelphia
September 11, 2015 — Hundreds of students from 42 Jesuit high schools will have the trip of a lifetime when they head to Philadelphia to see Pope Francis later this month.

Society of Jesus Celebrates Feast of St. Peter Claver, S.J.
September 9, 2015 — Today is the feast day of Saint Peter Claver, a Jesuit missionary known as the patron saint of slaves, African missions and intercultural justice.

Fr. Chuck Frederico, S.J. Bringing People to the Table
September 9, 2015 — Trained as a chef, Fr. Frederico currently serves as vocation director for the Maryland and Northeast Jesuit Provinces.

Fr. Walter Buckius, S.J., Celebrates 75 Years as a Jesuit
September 8, 2015 — Jesuit Father Walter Buckius, the oldest member of the Maryland Province Jesuits at age 95, recently celebrated his 75th anniversary in the Society of Jesus.

Study Finds Rampant Migrant Abuse, Family Separation During Deportations at the U.S.-Mexico Border
(Washington, D.C., September 15, 2015) — A new study released today finds, however, that U.S. Customs and Border Protection is not fulfilling its obligation to protect the civil and human rights of migrants apprehended, detained and deported back to Mexico.

Publications

Since St. Ignatius bought a printing press in 1556, the Jesuits have been involved in communications. Today the Society of Jesus publishes a number of award-winning journals and publications. Click below to access our latest issues.
"increase the knowledge of participants through conversation."

All of the participants of the Women's Ignatian Leadership Salon at Xavier University.

Participating universities included Creighton University (Omaha, Nebraska); John Carroll University (Cleveland); Loyola University Chicago; Marquette University (Milwaukee); University of Detroit Mercy; and Campion College at the University of Regina (Regina, Saskatchewan), the only Jesuit school in Canada offering degrees at the undergraduate level. Leadership and faculty in attendance included women who served in roles such as director of campus ministry, vice president of mission and ministry, provost, department chair or dean, and many professors and directors of campus initiatives.

The conference included speeches, discussions on women's experiences in the workplace and other professional development activities. Featured topics were strengths, impression management, stereotype threats, virtuous leadership and institutional culture. The women not only talked about their strengths as leaders and how they actively developed their talents, but also discussed times that a negative gender stereotype might have impacted them at work and how they overcame that negative expectation.

According to feedback collected, “people appreciated the optimistic, positive tone of the salon,” Mooney said. “It was a place to talk about things that may have been painful or challenging, but also a place to talk about joys — they’re all a part of life.”

A keynote address titled “Spiritual Leadership” was given by Xavier University's first female board chair, Barbara Howard, an alumna of the school. Howard was one of the first women to graduate from Xavier once it began fully admitting women in 1969. Another alumna, Holly Schapker, who painted the series “Adsum: Contemporary Paintings on Ignatian Spirituality,” spoke about what she learned about herself while painting the life of St. Ignatius.

The salon ended with an Ignatian examen: a reflection of their past year and contemplation of the next year.
News Detail | Women's Ignatian Leadership Salon Inspires University Administrators

The conference was held as part of the schools' ongoing commitment to faculty development and increased collaboration among all Jesuit universities, at the encouragement of the provincials of the Wisconsin and Chicago-Detroit Provinces.

Mooney saw the salon as a way to contribute to the Society of Jesus and its support of women by developing the leadership of Jesuit universities in a unique way. As written in General Congregation 34, Decree 14, the Society hoped “to regard ... solidarity with women as integral to our mission.”

“I appreciated being with women from Jesuit universities where the language and mission of the Society is known. It’s been good to be associated with a larger network,” wrote one participant after the conference.

For more information, visit the Xavier University website or contact Debra Mooney.

Tweet < 6   Like < 56

Our Mission

The Society of Jesus – Serving the Catholic Church for the greater glory of God.

Get Involved

Click here to sign up for our award-winning newsletter, learn about upcoming events and participate in our advocacy campaigns.

Support Us

No matter your connection to the Society of Jesus, there is an opportunity for you to partner with the Jesuits and become part of their work.

Jesuit Spiritual Center

The Jesuit Spiritual Center at Misthad spreads over 37 park-like acres overlooking the Little Miami River, 30 minutes east of Cincinnati.

Beginnings

The process of becoming a leader begins in childhood. We learn about being a woman, a leader, and a female leader from those around us, especially our parents. The expectations they have for us can have a powerful effect on our thoughts and behaviors as adults. In many instances, the impact is unconscious. We take the beliefs for granted and over the decades of our life they guide us and become who we are.

Recognizing these early lessons helps us to bring them to consciousness. You will find that some expectations are helpful and some are not. Identifying them enables us to make a choice. A good start in identifying early lessons is to recall the quotes or sayings you remember from your parents. Do any of these ring a bell?:

*Never bum bridges!*

*Why become a fashion designer when you can be an architect?*

*The squeaky wheel gets the grease.*

*There is no greater joy than parenting!*

*Still waters run deep.*

---

What life lessons about being a woman, a leader and/or a women leader did I learn from my mother? From my father?

---

Next

Put a star next to the lessons that have been most helpful to you as a career woman? Put an x next to the lessons that are not fitting for you at this time in your career.
Public Speaking

Public speaking is the most common phobia reported. Being nervous is common but if the anxiety keeps you from speaking up and out it can be a major career roadblock. Inversely, women who are seen and heard offering opinions and presentations will find themselves jumping up the career ladder.

Three simple speaking tips will lead to an effective presentation:

1. **Practice, practice, practice (or avoid avoiding the presentation)** – Rehearse the presentation as realistically as possible. Yes, this means speaking out-loud, standing, and advancing slides on the computer screen while imaging the room and audience around you. Feeling good, in advance of giving a speech, is the best thing you can do to give a good speech.

2. People bond with other people more than they do to lists of data or facts. Start my telling a **personal** way that you connect with the topic. The audience will then connect with you. Also, it will help you to feel more at ease as well.

3. Show your excitement and **enthusiasm**. Smile, use your hands, look at the crowd, and change your voice pattern. The audience won’t notice some stumbling over words but they will notice being read to in monotone.

What can I do to strengthen my competence and confidence in public speaking?


Next Test out your strategy the next time you offer a formal presentation.