

Attendees: Rebecca Davis, Christine Scheirer, Patricia Sloane-White, Deborah Kirwan, Megan Gaffney, Heather Doty, Karren Helsel-Spry, Shannon Lennon-Edwards, Robin Andreasen, Stephanie Kerschbaum, Gretchen Bauer, Sue Stewart

Meeting Minutes

General Business

- Meeting minutes for May & June meetings approved, R. Davis will make PDFs for website. Current meeting agenda adopted.
- Party for Marcia Nickle is last Saturday in September (28<sup>th</sup>), 1:00pm pot luck. M. Gaffney sent e-vite out, all to confirm attendance.
- S. Stewart was voted for current secretary.
- R. Davis will be out starting in mid/late December and an interim co-chair is needed.

DEC Update

- Maggie Andersen is co-chair of DEC with S. Ismat Shah
- PTH did not attend any DEC meeting last year, but will be attending the first meeting this year with the provost on Tuesday, September 24.
- Becki Fogerty of OEI has asked if we have questions for PTH or Provost to submit them.
- R. Davis to acquire questions and submit – potential questions include:
  - Will DEC have a charge this year? What are your goals / expectations for DEC?
  - In terms of achieving gender equity at UD, what do you see as the top priority issues we still need to address?
  - How do you conceive of the relationship between DEC and the caucuses?
- New chair of disability caucus – Karl Booksh.
- Women's caucus no longer has 1x year email option.

Chairs Retreat (August)

- Funding
  - Caucuses to receive \$1440 each.
  - Suggested that we ask for co-sponsorship of events/communications to combine funding.
  - Caucus chairs do want to have a project this year

Additional Meetings

- October 14<sup>th</sup> Tom LaPenta speaker – D. Kirwan will create the agenda, S. Stewart confirmed Jastek Burgess conference room for meeting
- R. Davis to invite Bindu Kolli for November meeting (Nov. 7 at 1:00pm)
- December 10 at 9:00am

Subcommittee Priority Updates

- Promotions
  - With the loss of recent board members, someone is needed to lead the promotional issue subcommittee.
  - D. Kirwan recommended that the Tom LaPenta meeting might be a good time to address this as well as the sick leave bank and performance evaluation concerns
- Publications
  - Working to publish annual report (previously did a post card to market at ~ \$750)
  - Awaiting word from H. Huntley for update, subcommittee will schedule meeting for following week to check with progress
- Leave policies
  - D. Kirwan would like to invite her subcommittee members to the meeting with Tom LaPenta
  - Subcommittee looking to address issues of transparency, better policies, review possible changes to dependent and sick leave policy
- Childcare
  - Subcommittee met 2x over summer to finalize edits to qualtrics survey
  - B. Fogerty has offered to assist with providing some general information
  - Need VP to sign off for survey for IR

Other items:

- Suggested General Meeting dates:
  - November 5 at Noon (DAR 83 East Main Street is booked)
  - March 18 at Noon (Room TBD)
- UDaily stories for General Meeting dates
- Should we move the torch award earlier this year? Suggested date is April 24 at 4:00 p.m. (Location TBD)
  - Spring Break Week of March 31- April 4
- A Focus Committee outside of WC created and includes some WC members – R. Davis, G. Bauer, K. Helsel-Spry, R. Andreasen and D. Kirwan
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