

Women's Caucus
Executive Board Meeting
April 11, 2017
9:00 - 11:00 a.m.
210 Lammot du Pont

Minutes

Board members present: Kelsey Cummings (co-chair), Megan Gaffney, Helga Huntley, Shannon Lennon Edwards, Katie Meier.

Excused: Jodi Drake (interim co-chair), Stephanie Kerschbaum, Regina Wright (treasurer), Keeley Powell, Margie Kiter Edwards.

1. Agenda adopted.
2. March meeting minutes need revision. Will email board.
3. New board members will be invited and encouraged to attend the Torch Award for a photograph. They will also be invited to the May board meeting. Kelsey C. will send out meeting poll.
4. Discussion of FSLA
 - Federal law that did not end up going into effect has affected the positions and classifications of some staff members but not others.
 - Because the law did not actually go into effect, we will not move forward on efforts surrounding these issues at this time.
5. Discussion of gift account
 - Jodi and Kelsey spoke with OEI and found out that we had a balance in the gift account of about \$1,000. This was not the Mae Carter gift, as that was all spent on the effort coordinated with her. Kelsey C. will follow up with reaching out to contacts in development to keep this effort going.
6. Torch Award
 - The group that was present discussed the Torch Nominees
 - Strong nominees. Those in attendance at the time of discussion did not constitute a quorum, so nominee information was sent to the entire board via email for a vote.
7. Priorities
 - Kelsey C. will draft an email to Mary Remmler to be sent out.
 - Kelsey and Jodi will send Katie information on the parental leave policy so that she can discuss this with Laure Ergin and set up a meeting. Katie M. will tell Laure that we are interested in how to get things accomplished at UD at this point. How might we move forward with some of our initiatives?

- Discussion of the importance of including Inclusive Excellence in the Ombuds proposal. Margie K.E. is still working on this draft that we will eventually circulate to the caucuses.
- We discussed Kelsey and Jodi's meeting with Michael Chajes regarding staff raises in comparison to faculty raises with historical data. We should research staff appraisals and merit raises at other institutions. This will be a priority moving forward. Assignments tbd. Staff at the meeting discussed difficulty for promotion, but emphasized other good benefits. Helga had experience with the University of Washington and would research their staff. They have been determined to be a happy staff based on a survey conducted in 2006.

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8. UD Updates

- We discussed some of the updates at UD including
 - The Biden Institute
 - The possibility of a graduate college
 - Increase in freshman class size and international student population

9. Adjourned.