

Women's Caucus Board Minutes  
Wednesday, March 18, 2015, 9:00 a.m.

Present: Robin Andreasen, Rebecca Davis, Heather Doty, Christine Scheirer, Karren Helsel-Spry, Shannon Lennon-Edwards, Tiara Malcom, Susan Williams

Excused: Bess Davis, Jodi Drake, Megan Gaffney, Helga Huntley, Stephanie Kerschbaum, Elaine Salo, Patricia Sloane-White, Regina Sims Wright

1. Agenda adopted
2. Minutes approved (Feb. 5 meeting)
3. Co-chair Report
  - a. General Meeting (Thursday, April 23): S. Williams will check on availability of President's Board Room (Hullihen Hall), which would not cost us to use. Elections: M. Gaffney and C. Scheirer's terms are up. Before April Board meeting (April 9) we need to identify who intends to run again. We have one open spot. C. Scheirer will send out an email to the membership about the election. R. Andreasen will follow up with M. Gaffney (secretary) to confirm the details of the election procedure.
  - b. Torch Award: Friday, May 8, noon, Caffe Gelato. K. Helsel-Spry and T. Malcom will coordinate with Caffe Gelato staff on catering and logistics (A/V). The board revised and approved C. Scheirer's online nomination form. C. Scheirer will email nomination form to general membership. Nominations are due April 8; board members vote on April 9<sup>th</sup>. Board voted unanimously not to merge Torch Award with Trabant Award.
4. New Business
  - a. Mae Carter funds – Mae Carter wants ads published in the *Review*. R. Davis will call meeting of Institutional Culture subcommittee to talk about ideas for the semester.
5. Subcommittee Reports
  - a. Institutional Culture – CSD proposal to research ombuds office was not funded.
  - b. No other subcommittee chairs were present.

Adjourned 10:10. Next meeting April 9, 1:00, location tbd.  
Minutes recorded by H. Doty.