

Women's Caucus Executive Board Meeting Minutes  
April 15, 2016  
105 Hulihan Hall

Board members present: Robin Andreasen, Heather Doty, Jodi Drake, Megan Gaffney, Helga Huntley, Stephanie Kerschbaum, Shannon Lennon-Edwards, Christine Scheirer Mangat, Susan Williams, Regina Wright

Excused: Karren Helsel-Spry, Margie Kiter Edwards, Katie Meier, Elaine Salo

Guests: Sage Carson, Frank Newton, Fatimah Stone

### **1. Adoption of the agenda**

Agenda was approved.

### **2. Approval of the minutes from the March 2, 2016 meeting**

Minutes were approved. M. Gaffney will post.

### **3. Guest: Frank Newton**

Discussion of constituent concerns about parental leave with Sage Carson, Frank Newton, and Fatimah Stone

### **4. Announcements**

- **Update on Torch Event:** J. Drake will work with Caffe Gelato on logistics.

- **Update on General Meeting and Board Elections:** J. Drake put down the Klondike Kate's deposit and has booked the room from 12:00-2:00; will order food next.

### **5. Parental Leave Policy**

Working group will make updates to the document based on suggestions from S. Carson, F. Newton, and F. Stone.

### **6. Torch Award**

- **Vote:** Nancy Targett was unanimously selected as this year's recipient. **C. Scheirer Mangat** will ask if Katy O'Connell will introduce her.

- **Next Steps:** **J. Drake** will book room, order food, and order award. **C. Scheirer Mangat** will submit webform for UD photographer and webform for Media Services (microphone and speaker). **C. Scheirer Mangat** will handle nametags.

Next year: Torch Award nomination period should open earlier (January?) to give people more time to submit their nominations. We might want one board member to be in charge of the Torch Award planning and nominations process.

**7. Publication:** not discussed

**8. Additional Items:** none.

**Next meeting:** Wednesday, May 4, 2:00-4:00 PM, Jastak-Burgess

Meeting minutes submitted by Megan Gaffney