

Women's Caucus Executive Board Meeting Minutes
December 11, 2017
Rollins Room, Jastak-Burgess

Board members present: Kelsey Cummings, Jodi Drake, Megan Gaffney, Barbara Ley, Katie Meier, Keeley Powell, Diane Rogers, Lauren Wallis, Regina Wright

Excused: Meagan Davidson, Amy Johnson, Michele Kane, Audrey Rossi, Megan Wenner

1. Adoption of the agenda

Agenda was approved.

2. Approval of the minutes from October 2017 meeting

Minutes approved.

3. Co-Chairs Update: Thank you to all for a successful general meeting.

4. Priorities

a. Ombuds Proposal: A. Johnson is working on forming the committee as outlined in the Faculty Senate resolution. J. Drake also talked with Jennifer Daniels about moving forward; she recommends bringing the proposal to Carol Henderson as well to follow OEI's guidelines for policy recommendations from caucuses. Meeting of all caucus chairs taking place December 12, J. Drake and K. Cummings will ask other caucus chairs to sign onto our proposal before submission to C. Henderson.

b. Family Leave: K. Cummings and J. Drake will contact Alan Brangman. R. Wright will follow up with Bethany Hall-Long on the status of the state proposal.

c. Childcare: R. Wright will talk with Kathy Matt about the possibility of a childcare tenant at the STAR Campus. We will consider writing up a summary of the survey data to share with administrators to discuss constituent needs.

5. Publication

a. Rawak Interview: Thanks to R. Wright and D. Rogers for working on the interview. They are transcribing and formatting it. K. Meier will copy-edit once she receives it, and she also has photos.

b. IR data: K. Cummings has data from Ursula Anderson in IR. She and M. Davidson will be analyzing and working on that section of the report.

c. Timeline: K. Meier suggests end of Winter Session or beginning of spring semester as the best time to distribute. All content due to her by January 10.

K. Meier has worked on News and Updates and Kudos. J. Drake and K. Cummings will submit the co-chair letter. K. Cummings will contact the skills trade worker with whom the board worked on promotion issues to ask about putting a photo and text in the report.

6. Events

a. Torch Award Nomination Form: J. Drake has all the materials. When we meet in January, we will sketch out a timeline for nomination and event.

b. Spring General Meeting: Not discussed.

c. Caucus Board Meet and Greet: Jenn Daniels is helping to organize something for the beginning of the spring semester.

d. Possible new events/partnerships: D. Rogers saw a UDaily article about a women's career and networking event and contacted Patricia Sloane-White about future collaborations with the Women and Gender Studies Department. Lerner's Women's Leadership Initiative launch event is coming up on March 8th and they've approached K. Meier about involving the caucus. Institute audience is both students and professionals. We may want to invite the faculty planning the event to our January board meeting.

If other organizations or departments want to advertise events on our website, send them to J. Drake and K. Cummings and they will forward to Sarah Meadows for placement on our website.

7. Additional Updates

a. Business cards: Passed around at the meeting; we can order more if needed.

b. Skills trade promotion: Discussed in Annual Report conversation.

c. Faculty Senate proposed change for UD Non-Discrimination Policy: Proposed change from "preponderance of the evidence" to "clear and convincing" in December 4th Faculty Senate meeting. New standard is much harder, higher; it is noted in the literature that this standard reduces reporting. An open hearing will take place in spring semester and the vote is scheduled to come before Faculty Senate in March.

d. Sakai update: Reminder that everyone should place archival documents in Sakai by the end of Winter Session.

e. Winter/Spring meetings: Everyone should send their teaching schedules to J. Drake and she will slot meetings for the entire semester.

Next meeting: TBD

Meeting minutes submitted by Megan Gaffney