

Women's Caucus Executive Board Meeting Minutes
May 2, 2014
83 East Main Street (Main Meeting Room)

Board members present: Robin Andreasen, Gretchen Bauer, Heather Doty, Karren Helsel-Spry, Helga Huntley, Stephanie Kerschbaum, Deborah Kirwan, Shannon Lennon-Edwards

Newly elected Board members present: Bess Davis, Susan Williams

Excused: Rebecca Davis, Megan Gaffney, Christine Scheirer, Patricia Sloane-White

1. Adoption of the agenda

Agenda was approved

2. Approval of the minutes from the April 11, 2014 meeting

Minutes were approved. M. Gaffney will send to Becki Fogerty in OEI.

3. Co-Chairs Report

a. DEC update: No Women's Caucus representatives were able to attend. Becki Fogerty reports being pleased with the Women's Caucus work this year and held our report up as a model for other Caucuses.

b. OEI update

i. H. Huntley previously proposed starting a group for new parents at UD. B. Fogerty supports this idea and will help sponsor and organize this group through her office, starting at the Equity-in-Brief meeting on parental leave on May 8.

ii. R. Davis emailed B. Fogerty to suggest that Caucuses submit annual budget proposals to OEI to replace the current model where each Caucus receives the same budget annually. B. Fogerty asked the Women's Caucus to submit a proposed budget with the understanding that she will know more about resources available to the Caucuses in August. R. Andreasen and C. Scheirer will discuss our budget needs in the next few weeks and the Board will continue the discussion at the June meeting so that we can present a budget request to OEI. Additionally, D. Kirwan suggested that the Caucus may not need a treasurer because we have so few expenses and the co-chairs typically handle the financial logistics.

c. The Women's Caucus general election on April 24 went smoothly. We thank M. Gaffney for all of her work on the election. Topics of discussion for improvement of future elections include:

- electronic vs. paper voting

- posting candidates' statements online before the election
- providing voters quantitative information on the faculty-staff balance of continuing board members.

d. The Torch Award event on May 1 honoring Pam Cook went well. The venue was very nice, although the room was uncomfortably warm and was not cleaned before the event. Turnout was good, especially among administrators. Discuss for next year the possibility of changing the time to accommodate childcare issues, and switching to the fall or earlier in the spring to avoid other end-of-semester activities in early May.

4. Report on General Membership meeting of April 24

Future topics suggested by attendees:

- sexual assault (this brought up the point that we do not represent students)
- Delaware's health care plan
 - Consider inviting Tom Lapenta, Chris Ulrich, Darcell Griffith to a future Board meeting to discuss health care benefits as well as leave policies/promotional issues.

5. CNTT title changes/Provost's email

We will let the CNTT caucus leadership know that we are happy to meet with them if they are interested.

6. Subcommittee Reports

a. Childcare: No additional updates.

b. Website: H. Doty is new chair of the subcommittee. Board members should send brief bios to H. Doty and S. Kerschbaum for inclusion on the website. Subcommittee chairs should also send brief descriptions for inclusion on the website in order to inform potential new subcommittee members.

c. Publications: Committee will start organizing in June for next annual report.

d. Leave Policies/Promotional Issues: No additional updates

e. Board Development & Outreach: No additional updates

7. New Board member orientation: Thursday, June 12, 9-10 am

New-member orientation is scheduled for the hour before the next full Board meeting.

Subcommittee chairs are encouraged to come for the last 15 minutes of the orientation. The

concern arose that some staff members may not be able to take 3 hours from work (1 hour for orientation plus 2 hours for the meeting), or that in the future it might be beneficial to have the orientation on a different day, before the June board meeting.

8. New Business

Discussion of the possibility of allowing faculty members to take a leave from the board of more than one semester under special circumstances.

Next meeting: Thursday, June 12, 2014, 10:00 AM - 12:00 PM

Meeting minutes submitted by Heather Doty