

**Women's Caucus
Executive Board Meeting Minutes**

Date: March 12, 2012

Location: Board room, Development office

Time: 3-5pm

Board members present: Marcia Nickle, Stephanie Kerschbaum, Shannon Lennon-Edwards, Deborah Hill, Sandra Wenner, Helga Huntley, Rebecca Davis, Christine Scheirer

Guests: Pam Cook

Excused: Carla Guerron Montero, Leigh Botner, Gretchen Bauer

Topic	Main Discussion Points	Actions and Follow-ups
Meeting Minutes	Meeting minutes from January BOD meeting were approved	None
Report from Publications Committee	R. Davis and H. Huntley reported that the publication date of our report is postponed (time constraints, lack of data from OIR): anticipated publication is September 2012. This report may potentially be co-published with PDI or published by them solely. Cost of publication will be covered by OEI. Following R. Davis and M. Nickle's meeting with Maggie Andersen, we will need to think about what our recommendations will be and how we phrase them. Additionally, S. Spatola has gathered data on parental policies from comparable institutions.	R. Davis and M. Nickle will meet with M. Anderson again next month
DEC Meeting	M. Nickle reported on DEC Meeting from February 20 th . JJ Davis and Jerry Cutler spoke on retention and recruitment of faculty of color <ul style="list-style-type: none"> - looking at faculty turnover: termination, promotions, and lateral movements (all considered terminated positions) LGBT caucus <ul style="list-style-type: none"> - taking over radio program on UD radio station from student LGBT organization LGBT - working with UD on whether Chick-fil-A should be a vendor; they are anti-LGBT 	None
Website	S. Kerschbaum reported. Will post most recent meeting minutes. Has been testing web links from the Commission on Women's Status website. The number of links is extensive and she questions what is important and what should be included on our website. Recommends we have a discussion and purposeful selection of weblinks as opposed to adding everything. Asks board to submit weblinks we deem important to include on our site to her	Will discuss as a group via email
Rebecca and Marcia's "Talking Circuit"	R. Davis and M. Nickle reported on their multiple meetings in the last few weeks. Please see attachment for a detailed outline of their meetings P. Cook, former chair of Commission on the Status of Women made several suggestions for our caucus <ul style="list-style-type: none"> • Recruit men as advocates • Recruit advocates in general • Find someone in UD ADMIN who cares 	A small working group was formed to work on the grant application Board will consider best format to select our top 4 items

	<ul style="list-style-type: none"> • Have clear projects: priorities and objectives • Facts and figures to back up your arguments • Comparative institutions statistics • Workshops equally for men and women • Speakers or consultants (Maryann Meakers) on campus (host a workshop?) • Family leave in Faculty Handbook covers men and women • Talk about the Path to Prominence, Administrative language <p>Meeting with M. Andersen was very positive and productive. Recommended that we come up with 4 topics we want to focus on with bullet points after each item outlining our recommendations using data. Currently discussing how best to do this. The PDI is accepting grant applications and R. Davis would like us to jump on this opportunity. S. Kerschbaum and D. Hill volunteered. Could try to bring in an outside speaker or a consultant (P. Cook suggestion). Could include Q&A or workshop</p>	
Social Event	<p>Social event scheduled for May 16 at Caffe Gelato 4-6pm. Event was supposed to celebrate publication release but that has changed. Decided to move event back to campus- Center for Black Culture. We have \$900 left in our budget plus \$350 from DEC (total \$1250). Need to spend by June 30, 2012. Does not roll-over. Also want to invite some men to the event (Francis Kwansa, President Harker, James Jones, etc.) Will have a small program</p> <ul style="list-style-type: none"> - Decided to recognize Anne Boylan at our social event. Suggested award is: Founder's award. S. Kerschbaum will draft language for award. Will present Anne with a paperweight or plaque - Introduce new board - Ask M. Andersen to speak 	<p>M. Nickle will change venues. S. Kerschbaum draft language for award, will investigate award R. Davis ask M. Anderson to speak</p>
Elections	<p>S. Lennon-Edwards reported on nomination form and email to send to listserv. Currently, Leigh and Carla will roll off board. Will see response to nomination form before determining if others will roll off. Will use our mass general email for the year to share details on our general meeting, the elections, and our social event. We will attach nomination form. Deadline for returning forms is April 10th. We will actively recruit tenured faculty to run for board.</p>	<p>S. Lennon-Edwards will rewrite email and clean up nomination form. M. Nickle will send out email this week</p>
April General Meeting	<p>General meeting is scheduled for Thursday, April 26 12-1pm. Will reserve room in Trabant. Will provide dessert and cookies. Need to prepare agenda for meeting</p>	<p>M. Nickle will reserve room, order food. Board will come up with agenda items and submit to M. Nickle</p>
Other Business and Announcements	<p>M. Nickle drafted language for bylaws in the event someone steps down from a position. Will allow for an interim board member to serve until election.</p>	

	Next DEC meeting, March 19. Marcia will be on vacation. Discussed holding a retreat. Will follow up on this item at a future meeting.	
	Next meeting will be General Meeting on April 26 th .	None

Submitted by S. Lennon-Edwards