

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

Date: February 1, 2013
 Location: Office of Development and Alumni Relations
 Time: 1:00 - 2:25pm

Board members present: Rebecca Davis, Marcia Nickle, Gretchen Bauer, Deborah Kirwan, Shannon Lennon-Edwards, Sue Stewart, Megan Gaffney, Christine Scheirer, Helga Huntley

Excused: Stephanie Kerschbaum, Christine Grott

Topic	Main Discussion Points	Actions and Follow-ups
Agenda	Agenda was approved	None
Meeting Minutes	Meeting minutes from January BOD were approved.	None
Chairs report	<p>R. Davis reported.</p> <ul style="list-style-type: none"> a. Ombudsperson memo update: Have received mixed response to our memo. M. Andersen suggested working with B. Kolli but would meet with us as well. B. Kolli and B. Fogerty would also like to meet and discuss. C. Keeler responded and asked what else an ombudsperson could do as well. R. Davis consulted with former CSW members to solicit opinions on future course of action. C. Scheirer and S. Stewart will determine which institutions have ombudspersons and how they define their role. b. Schedule for spring meetings: March: Monday, March 11, 9-11 April: Thursday, April 18, 9-11 May: Thursday, May 16, 10-12 Location is Development office for all of them 	<p>G. Bauer will follow-up with M. Andersen</p> <p>None</p>
Update on "stop the clock" issue	R. Davis reported no update at this time. S. Kerschbaum has put together materials on what other institutions do. Discussed exploring the expansion of language for "stop the clock".	Will continue to explore and discuss
Spring Event	Will be held in May. Date still to be determined pending Spring events across the campus. Will send email to M. Carter as she will be the recipient of this year's torch award. M. LeBarge from Women's Studies has been collecting oral histories and interviewed M. Carter in preparation for 40 th anniversary of Women's Studies Dept. R. Davis will reach out to M. LeBarge to collaborate. R. Davis did not pursue display at library.	R. Davis will contact M. LeBarge
Sub-Committee reports	<ul style="list-style-type: none"> a. Publications: C. Sheirer shared draft of postcard. Once date of Spring event is planned, postcard will be finalized. Will hold spring event in large room in Development office. b. Leave Policies: D. Kirwan reported that HR taskforce on hold until new HR director is hired. HR is still interested in Sick leave bank. D. Kirwan will update members of her sub-committee. c. Childcare: S. Stewart reported that the group met last week. 	<p>C. Sheirer will finalize postcard</p> <p>D. Kirwin will contact sub-committee members</p> <p>S. Stewart will contact</p>

	<p>Survey questions nearly finalized. Next is to determine is when next climate survey will occur.</p> <p>d. Staff Promotion and Development: C. Grott was unable to attend. No update.</p> <p>e. Website: No new update</p> <p>f. Mentoring: deferred at this time until an existing or new board member can take this on.</p>	B. Fogerty to ask about next survey
New business	M. Nickle reported on a Women's organization in Delaware that has grants we might apply for.	M. Nickle will find out more info on this

Meeting minutes submitted by S. Lennon-Edwards