

Women's Caucus Executive Board Meeting Minutes
Thursday, November 7, 2013
Development & Alumni Relations Meeting Room

Board members present: Robin Andreasen, Rebecca Davis, Heather Doty, Megan Gaffney, Karren Helsel-Spry, Helga Huntley, Stephanie Kerschbaum, Deborah Kirwan, Shannon Lennon-Edwards, Christine Scheirer

Excused: Gretchen Bauer, Patricia Sloane-White

Guests: Maggie Andersen, Executive Director, University of Delaware President's Diversity Initiative

1. Adoption of the agenda

Agenda was approved.

2. Approval of the minutes from the October 14, 2013 meeting

Minutes were approved. C. Scheirer will send to Becki Fogerty in OEI.

3. Co-Chairs Report

a. DEC meeting with Provost Grasso: The Women's Caucus question to Provost Grasso was about his support for an ombudsperson; he would like to hear more about the need and see data before proceeding with a discussion

i. Results of outreach to co-chairs (ombuds): African Heritage & Latino/Hispanic Heritage caucuses support our ombudsperson proposal. Asian/Pacific Islander, International, LGBT caucuses brought our proposal to their executive boards and they have questions about it. Women's Caucus representatives may be asked to attend those caucuses' board meetings to discuss the proposal.

ii. Action items from this meeting

1. Next DEC meeting is November 25. Tom LaPenta will attend and each caucus may bring a question for him. Women's Caucus question: how are performance appraisals used, how can they be made more equitable across campus, should there be a grievance procedure? R. Davis will send the question to OEI.

2. Caucus "case" log: All Board members will keep an anonymous log of reported incidents between now and the December DEC meeting to demonstrate the need for an ombudsperson. C. Scheirer will resend the template to all Board members.

3. Women's Caucus top 3 priorities to send to DEC: creation of an ombuds office, increased access to data and analysis, and salary equity and promotions.

b. R. Andreasen has agreed to be interim co-chair. H. Huntley will reconvene the ad hoc Bylaws committee to develop caucus policy on leaves of absence from the Board.

c. M. Gaffney was elected interim secretary.

4. Subcommittee Reports

a. Childcare: S. Stewart has resigned; C. Scheirer will ask a committee member to become interim chair. K. Helsel-Spry will join committee.

b. Website: S. Kerschbaum will load old CSW reports onto the website's archive section. H. Huntley will upload them to the Women's Caucus Sakai site. S. Kerschbaum is working on the Mae Carter video and needs to get it captioned before it can be put online.

c. Publications: C. Scheirer has drafted a postcard to promote the Annual Report. C. Scheirer and R. Davis will send Board members potential dates for Spring General Meeting and Torch Award event; selected dates will be included on the postcard. H. Huntley is working to update the Annual Report draft based on Board members' comments. Maggie Andersen will be asked to send a bulk email to all faculty and staff to announce the report.

d. Leave Policies/Promotional Issues: D. Kirwan will be attending a campus-wide meeting to discuss leave policies, including the proposed sick leave bank. The subcommittee will wait for the outcome of this meeting before deciding next steps.

5. Guest: Maggie Andersen, Executive Director, President's Diversity Initiative

a. Announcement: M. Andersen will become Interim Vice Provost for Faculty Affairs and Diversity effective December 1. She will hold the position until her sabbatical begins July 1. An internal search for a permanent Vice Provost will be held in Spring 2014. This new position moves the PDI to the Provost's Office; it will be renamed the University Diversity Initiative and will constitute about 60% of this position's portfolio. Other responsibilities include all academic personnel issues, such as faculty recruiting, development, and review of promotion and tenure procedures.

b. Mentoring: M. Andersen would like the Women's Caucus to partner with her office on faculty mentoring. The first step would be a panel discussion to talk about challenges

surrounding promotion, to initiate cross-departmental faculty success groups, and to shape a new model of mentoring that goes beyond traditional one-to-one relationships and is based more upon peer groups. The initial target group will be associate professors though there is a need for mentoring at the assistant professor level as well. The new Vice Provost for Faculty Affairs and Diversity might want to begin a program for assistant professors in Fall 2014. M. Andersen would also like to see the P&T workshop reinstated; promotion candidates have requested it and the reasons it stopped being held are unclear.

Next meeting: Monday, December 9, 10:00 AM - 12:00 PM in the Development & Alumni Relations Meeting Room

Meeting minutes submitted by Megan Gaffney