

President' Commission on the Status of University Women

Executive Committee Meeting Minutes

August 24, 2016

Attending: Nika Stoop (representing Jessi Smith), Tracy Sterling, Helen Melland, Deb Redburn, Camie Bechtold, and Jyl Shaffer

Improving Communication Guests:

Tracy welcomed department heads, John Paxton and Rob Maher, from the College of Engineering. She briefly explained the mission of PCOSUW and talked about some of the events the commission has hosted and co-hosted. She said one of the goals was to invite other commission members to share in an open discussion and to get their thoughts. John addressed the department self-studies and thought it would be beneficial to see other departments' reports. He feels a lot of effort goes into doing the self-study and there isn't a chance to discuss with others to see what their departments are doing. He also said the report doesn't get back to the faculty and it is important that they see it and be able to suggest ideas for the future. Camie explained that a summary of self-studies "best practices" is posted on the PCOSUW web site. Rob is concerned that with ADVANCE running its course, it's important the self-studies are sustained and the people find them valuable. Another concern is that we're not getting feedback from the non-academic units on campus.

Rob suggested that PCOSUW could join a round-table with department heads and Camie suggested inviting Becca Belou, Office of Planning and Analysis, to attend and present data. They could discuss goals to see where departments are in comparison to the previous year.

Minutes: Discussion on approving minutes. Deb will send out minutes to executive committee to approve or make changes before posting on the web site. Tracy will ask Maggie for remaining FY16 minutes.

FY 17 event ideas and guest speakers:

Co-chairs Tracy and Camie met with President Cruzado, who wants the commission to stay focused on women. She also approved a budget for the commission awards and for events/lunches. There will be two full commission meetings again this year. She also approved 'co-chairs' in bylaws, and a budget for the commission awards and for two events/lunches. There will be two full commission meetings again this year and one event in January. Budget for awards: the faculty/staff award amount is \$2,000 + tax, and the student award, 2 X \$500= 1,000 + tax

The next full meeting is September 29, 11-12:30 with lunch. We reviewed the agenda for the meeting, which will include some by-law changes and the appointment of a new communications sub-committee chair and a policy review sub-committee chair. The sub-committee chairs need to come from the full commission. The by-laws changes would allow co-chairs and change Policy Committee from ad-hoc to a Standing Committee; minor edits added by Executive committee members (see attached). Tracy asked that we review the track changes to the by-laws and get back to her with any edits by Sept 3. Then she

can forward to full commission for a vote at the September meeting. Nika said Jessi Smith could give an update on ADVANCE—family advocates, lactation rooms and student family advocate.

The Commission is planning a January speaker event featuring two professors (Ginny Bratton and Amber Raile) from the College of Business presenting “Words Matter.” Tracy will invite formally. Who is our audience for this? Ideas included: Academic and Unit DHs, Deans, HR.

Camie suggested that we invite Andrea Williams, Big Sky Conference commissioner, to be our guest speaker at the full commission meeting in the spring. In June, Title IX will celebrate 45 years.

ACE women’s network—the Montana rep (Nancy Gass) is from the University of Montana. We could ask her to attend a meeting and share information or we can do a conference call.

HERS—There are two HERS participants on campus—Julie Clay from ITC and Myleen Leary, faculty from the College of Business. It would be good to hear from them in the spring when they have finished their projects.

Committee Reports:

Communications—Deb said she has updated and cleaned up the web site. There are still a couple of formatting technical issues that she will have Web Communications help with.

By-laws--a few by-law changes that state additional members may be reappointed above the 25 member limit by the chair or president. Also elections to the commission shall take place in the fall and assume office at that time.

Other items:

The next Executive Committee meeting will be Sept. 28 from 3-4:30 (meetings are now 1.5 hours) Guests will be ASMSU President and Vice President.

Jyl suggested we invite the ASMSU student rep to sit in on the Executive Committee meetings

Jyl will share data on sexual assault survey at the next meeting.

Ryan from LGBTQ is the new grad assistant in the Diversity Awareness Office and is planning the National Coming Out Day this fall. Jyl will keep PCOSUW in the loop.

DRAFT PCOSUW Full Commission Meeting - Sept. 29, 2016, 11am-12:30pm – plus lunch

1. **Welcome,**
 - a. **Introductions (membership attached), and Shout Outs**
 - b. **President Cruzado remarks**
2. **Vote (ballots)**
 - a. **By-Law changes**
 - b. **New subcommittee Chairs – nominations accepted**
 - i. **Communications Committee**
 - ii. **Policy Review Committee**
3. **Improving Communication Update**
 - a. **Invitation to reps to present at Executive Committee**
 - b. **January xx lunch outreach event – save the date – Words Matter – Bratton & Raile**

- 4. Keynote – Diversity Inventory Update – Donohue & Schaffer**
- 5. ADVANCE Update – Jessi Smith**
- 6. Sub-Committee Reports and Goals**
 - a. Assessment Committee – Becca Belou**
 - b. Communications Committee – Deb Redburn stepping down; new chair needed**
 - c. Nominations – Anne Camper**
 - d. Policy Review – chair needed**
 - e. Recognition Committee – Betsy Danforth**
 - f. Other campus highlights**
- 7. Break-out groups for Committees to Plan/Discuss FY17 next steps relative to Strategic Plan**

Meeting adjourned.