**PCOSUW Executive Committee Minutes**

**November 12, 2014**

**Attendees: Lockhart, Camper, Sterling, Redburn, Ballou, Murdock, Ransdell**

**ACTION ITEMS:**

**ALL: Send names and contact information for your subcommittee to Chris Salstrom (Christine.Salstrom@montana.edu) and copy Lynda Ransdell (****Lynda.Ransdell@montana.edu****)**

**CHRIS: Add Sara Rushing to Executive committee for meetings & communications since she is now chair of the policy committee**

**UPDATES: (Action items BOLDED)**

1) Communication committee (Redburn)

* Website pages updated (with help of Jake Dolan and now Lindsay Murdock)
	+ Links to recent articles that relate to website (regents professor, grants page is out of date)
	+ Lindsay added a facebook page
	+ Do we need an elevator speech about what the president’s commission is all about?
	+ Do we want bookmarks with our mission, action items accomplished and upcoming events? **(ACTION ITEMS: LR ask President for $$ to print some bookmarks: Deb work with committee to design & get cost estimate to print about 300; perhaps consider once per semester)**

2) Recognition Committee (Lockhart)

* Nominations were due Monday; committee meets Thursday of next week
* Need someone to put all nominations in 1 location **(ACTION ITEM: Lindsay will do this and coordinate with Marilyn—who will send out link to committee)**

3) Assessment Committee (Ballou)

* Discussion about self-studies and how they were scrubbed and shared with Equity Advocates
* This information will soon be shared with Deans; Deans should give feedback to Chairs and ask Chairs to write short term goals to accomplish change; Chairs can work with Equity Advocates to develop STRATEGIES **(ACTION ITEM: LR will discuss this need with Brett Gunnink so he can lead a discussion at the next Equity Dean’s meeting, typically one Tuesday a month at 8:30am)**
* Also talked about the Climate Survey and data are now being collected for that

4) Policy Review Committee (Rushing) & Work Life Balance Taskforce (Dana) (No updates)

5) Bylaws Committee (Sterling): Has read through things but needs to convene committee and begin work

6) Retreat: Who should be invited? When should we hold it? (early February)

**Action Items: Executive Committee members talk with their sub committees about the strategic plan and items upon which they would like to focus. LR Work with President Cruzado to get this on the agenda for university council meeting; ask deans and VPs to look over PCOSUW strategic plan (and think about their own circumstances) and come up with their top 3-5 items upon which we should focus at a retreat (and with the work of the commission) .**

**Action Items: Everyone is concerned about maintaining the work of the Equity Advocates; Lindsay will put together a shelled out budget for what we might need to sustain this group; form a subcommittee w/ representation from PCOSUW, Advance, Provost, OIE, HR, and Diversity Awareness Office to discuss how we might do this; big concern is training of new folks and lack of a budget within PCOSUW.**