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Monday, December 7, 2015

12:00 – 1:30 p.m.

Babbitt Administration Center (BAC), Room 206

**Meeting Minutes**

**Members Present**

* Carol Lorek, AAUW
* Nancy Curvey, Center for International Education
* Maggie Vanderberg, CS
* Dan Kain, Office of the Provost
* Jaime Baxter, Equity and Access Office
* Larry Gallagher, Faculty Professional Development
* Sharon Gorman, E-Learning Center
* Heidi Feigenbaum, Mechanical Engineering
* Arturo Magana, Anthropology, G.A. Office of the President

**Welcome and Introductions**

* Meeting called to order by Heidi at 12:05 p.m.

**Announcements**

* New co-chair, Sharon Gorman, E-Learning Center.
* All faculty meeting from 3-5 p.m. at Prochnow Auditorium.
* CSW will hold Spring 2016 meetings on Mondays, from 12:00-1:30 p.m. at Cline Library’s Teaching Commons. Arturo is waiting for email confirmation from Ed Cahill, at the Teaching Commons, to finalize meeting dates. CSW meetings will not conflict with the Commission on Ethnic Diversity’s meetings.
* Faculty Senate members are working on editing their constitution.
* Commissioners can now access CSW meetings using a web conferencing link.

**CSW discussion with Larry Gallagher, practical session w/FPD**

* Possible topics for one Spring 2016 workshop.
  + Non-tenured track faculty navigating and understanding the promotion process
  + Positive/active recruitment strategies of women and women of color from various disciplines.
  + Two approaches for workshop: a more practical session, and a more theoretical session. Potential to work with other NAU commissions.
  + Possible workshop dates: spring event, right after spring break there’s a 3 week window.
* Larry spoke about navigating the promotion process. People at NAU are discussing these issues, Larry would like to talk with other departments, so as to provide a workshop that is not redundant.
* Advance Grant
  + Commissioners discussed Advance Grant. Grant can pay for workshops, for refreshments and room reservations.
  + Advance Grant will pay for a new mentoring program.
    - Commissioners discussed the time commitments of mentoring. Does mentoring provide benefits under S.O.E.?
    - Both staff and faculty can serve as mentors.
    - One on one mentorship or group mentoring opportunities.
    - Commissioners discussed ways to formalize mentorship program.

Sharon discussed Blackboard Collaborate—commissioners can use tool for Spring 2016 meetings.

**Results from diversity symposium follow-up (Sharon Gorman)**

* Mentoring, recruitment, and retention.
* Potential outreach opportunities: trainings on diversity.
* Sharon is writing an executive summary from the diversity symposium, working closely with New Directions in Diversity Committee (see Bb Learn shell). Sharon will include the executive summary as part of the CSW executive report.
  + This work may help with the Advance Grant application.
  + Commissioners discussed including letters of support for Advance Grant application.
* Discussion on CSW sub-committees.
  + Sub-committee members need to meet more often, their work will inform the executive report. Bb Learn provides a discussion board for sub-committee members.

**Distribution of CSW executive report**

* Commissioners will ask David Camacho.
* NAU Vice Presidents.

**Possible future activities**

* New Directions in Diversity (February panel discussion on *Troubling the Body Politic*) (Planning Meeting on December 11 to discuss).
  + LGBTQ Commission will host a speaker from Oregon State University.
* Sharon posted information on the Body Politic on the Bb Learn website.
* Discussion on who CSW should host for panel discussion.
  + CSW members will talk to Women and Gender Studies.

**Gender (and other) offensive reporting mechanism (Jamie Baxter)**

* Priscilla, from Equity and Access, is the best person to speak towards this. CSW commissioners. CSW will invite Priscilla to next meeting.

**Reports from sub-committees**

* Gender Parity (nothing to report).
* Child Care (nothing to report).
* Women’s Health (nothing to report).
* Non-Tenure Track
  + Danielle sent a list of concerns to Andrea on the promotion process, negotiating the promotion process, and general information on getting salary information from non-tenure track professors.
* Strategic Planning & Collaboration.
  + Mission: inclusion, in reference to diversity.
  + Visioning 2025 Document on Bb learn website.
    - Commissioners discussed and critiqued the wording of the document.
    - Document should focus more on S.T.E.M.
* Portee Scholarship
  + Growth of scholarship, discussion on fundraising—basket raffle, 5K event.

**Strategic Plan for CSW**

* Subcommittee goals, goals that require money.
* Email Season and ask, “Did CSW have a strategic planning document last year?”
  + General themes
    - Women’s safety
    - Gender parity
    - Non-tenure track
    - How to find a fair service distribution, service, recognition, pay.