

Monday, October 23, 2017, 12:00 – 1:30 p.m. | Cline Library, Room 169 (Teaching Commons)

**Meeting Minutes**

**Attendance:** Sharon Gorman, Debra Edgerton, Michelle Lee, Lori Rubino Hare, Samantha Clifford, Jennifer Gargano, Paul Jagodzinski, Alexandra Carpino, Uzma Tahir, Sharon Baudelaire, Barbara Mendez, Bo Schwoabacher, Danielle Gervasio, Susan Lauer

1. Welcome and Roll Call
	1. Called to order at 12:00 PM
	2. Sharon Gorman shared about leadership opportunity as co-chair for next year.
	3. Attendees introduced themselves and shared any gender related issues they had encountered since the last meeting.
		1. #metoo campaign was discussed
2. Announcements
	1. CSW’s Statement to President - Change in CDO Position (Naomi or Sharon)
		1. Sharon will place the letter in BBLearn Shell.
		2. No response, which is to be expected.
		3. Lauren from Commission on Disability Access and Design is also involved
		4. President Cheng is not leaning towards a dedicated position, rather a faculty mentor.
		5. Letter states commissions supports keeping the CDO position someone needs to be accountable for strategic diversity plan.
		6. Uzma reported that President of GSG spoke with President Cheng and that the job duties are being assigned to different departments throughout campus. Sharon and Debra spoke about the importance of centralized communication.
	2. Angela Rye Speaker Presentation - Time and Location TBD (Debra)
		1. November 6th at Proknow, not finalized with contracts so may change
		2. Topic: civil rights in Post Obama era
		3. Free
		4. Student group mixer being held to meet her
	3. Report on Friday’s Welcome Tea (Debra)
		1. 21 people signed in attendance
		2. President Cheng attended
		3. Attendees were grateful to attend
	4. Any announcements from CSW Commissioners
		1. Uzma attended board of regents meeting and talked about family housing
		2. Dia de Los Muertos event, 11/4/2017 with 10 student clubs
		3. Concerns were discussed about DACA students
		4. Student incident - a student in attendance shared a concerning incident that occurred on campus with the commission. Discussion by commissioners. Recommendations were given to contact the Department Head and the Dean, as well as Ivy Banks in the IMSS. Discussed that this could be an issue of safe spaces to learn. Discussion of using Bias Incident Report. Also discussion of NAU Student Legal Office support available to students on campus. Sharon invited thought about any events that could address the concern on campus. Sharon will invite the NAU police chief to the next meeting.
3. **Follow-up Discussion and Possible Action & Written Recommendation (Vote):** After being tabled during our September 25th meeting, we will again review the possibly renaming of “Bias Incident Report” - advice wanted from Dr. Cheng <https://nau.edu/bias-education-and-support/bias-report/> (Sharon)
	1. Discussion was held. Debra discussed the employee training about bias – would it need to be renamed too?
	2. Vote taken to recommend keeping the name “Bias Incident Report” – All ayes, no nays.
4. **Follow-up Discussion and Possible Action & Written Recommendation (Vote):** Changed Work Hours Policies forFacilities (from flex time to 8am-5pm) (Samantha Clifford)
	1. Discussion: no flexible options available anymore for Facilities staff. Department is 90% male. How is this contributing to family friendly environment? Who else is impacted? Does faculty vs. staff differentiation matter?
	2. A letter will be drafted to discuss at the next meeting. The matter aligns with the commission’s goals and work-life balance subcommittee.
	3. Discussion about sharing the matter with the Commission on Ethnic Diversity.
5. **Discussion:**  Status on 3-4 CSW priorities for this year

Gender, Equity/Parity Committee
Chair: Samantha Clifford

* ***Career and Leadership Workshop and/or Student Mentoring*** with targeted groups at NAU
	+ 1. Many speakers and organizations have been contacted and are interested.
	+ 2. Desire is to have 20 participants.
	+ 3. Timing this semester or early in new year? Consensus was for early next year.
* ***Institutional Climate on Gender and Diversity*** - advocating for a harassment-free environment for faculty, staff, and students, recommendations for policy changes and improved communication processes

Diversity, Health & Safety Committee
Co-Chairs: Naomi Bishop and Barbara Mendez

* ***Exit Interview*** - Recommendations for an improved process and instrument to incorporate more transparency and focus on issues related to diversity'
	+ Discussed efforts to start discussions on the exit interviews to figure out the current state.
	+ Discussed making recommendations based on information from other universities.
	+ Discussion about how revamping the exit interviews was not placed on the HR list of priorities for 2017-18.
* ***Institutional Climate on Gender and Diversity*** - advocating for a harassment-free environment for faculty, staff, and students, recommendations for policy changes and improved communication processes

Work-Life Balance Committee
Chair: Uzma Tahir

* ***Family Housing*** - Recommendations as a Report for continuing and sustaining family housing at NAU with supporting evidence
	+ Uzma discussed with Center for International Education – Dillon Rust the Director for International Inclusion
		- Discussion of whether people leave or do not select NAU due to housing
	+ Discussed plan to contact Graduate College
	+ Discussed Facebook Community Housing page and a research capstone group that is doing a research project on housing, both student and community-based options.
* ***Institutional Climate on Gender and Diversity*** - advocating for a harassment-free environment for faculty, staff, and students, recommendations for policy changes and improved communication processes
	+ Graduate Student Government did SafeZone trainings and will be offering more
	+ NAU’s group American Association of University Professors (Rob Sheere) is looking at demographic trends. Looking at median salary at faculty by gender. Women have far lower salaries than men at all ranks. 560 non-tenured track, 534 tenured or tenured track. 546 women vs 548 men.

Concluded at 1:29PM.