****

Monday, August 29, 2016

12:00 – 1:30 p.m.

Cline Library, Room 169 (Teaching Commons)

**Meeting Minutes**

Meeting was called to order at 12:02 p.m. by CSW Co-Chair Sharon Gorman.

**Members present:**

* Sharon Gorman, E-Learning Center
* Heidi Feignbaum, Mechanical Engineering
* Maggie Vanderberg, Computer Science
* Debra Edgerton, School of Art
* Jamie Baxter, Equity and Access
* Samantha Clifford, Faculty Professional Development Program
* Nena Bloom, Center for Science Teaching and Learning
* Pamela Powell, College of Education
* Arturo Magana, Anthropology
* Alexandra Carpino, College of Arts and Letters
* Paul Jagodzinski, Dean, College of Engineering, Forestry, and Natural Sciences
* Meghan Walsh, Housing/Student
* Susan Lauer (joined virtually, Yuma)
* Laura Huenneke, School of Earth Sciences and Environmental Sustainability (joined virtually)
* Jamie DeVlieger, Clinical Mental Health Counseling

**Agenda**

1. **Welcome and introduction by Sharon and Heidi.**
	1. Members introduce themselves.
2. **Announcements**
	1. Meeting times & locations are posted on the CSW webpage. They are the fourth Monday of the month at 12:00 p.m. in the Teaching Commons (Cline Library).
		1. if you cannot be at the meeting physically, you can join online on the CSW BBLearn. There is a link to watch and chat live.
	2. **New CDO:** Dr. Carmen Phelps, started at the beginning of August 2016.
		1. Dr. Phelps attended the meeting, and discussed a few topics with the meeting members:
			1. Looking at creating a “Diversity Strategic Plan,” which the Commissions should work to interject some long term goals onto.
			2. Regarding the “Letter to the President” (the letter is under “New Directions in Diversity” on the CSL BBLearn) that the Commissions all worked on and sent to President Cheng in April 2016; Dr. Phelps says that President Cheng is eager to meet with the Chairs of the Commissions to talk about it. Dr. Phelps wants to get the President in front of the “executive group” to have a discussion about it.
			3. Dr. Phelps also spoke on the Town Hall meetings that she was working on setting up. The information will be available once the dates and times are finalized, and will be advertised widely.
3. **Colleague-to-colleague mentoring program – Sam Clifford:**
	1. This program would create a space for those that are new to the University to have a mentor. There is the possibility for having a female-only mentoring program. This program would create groups of about five members, from different departments, who work together to solve problems; this is different than a traditional mentor/mentee role.
	2. This program would be open to anyone on campus, not just faculty.
4. **NSF Advance Grant update – Maggie Vanderberg:**
	1. The NSF Advance Grant is made to focus on female faculty in STEM areas. Proposed areas of support were;
		1. Mentoring
		2. Child care network
		3. Transparency policies
		4. Hiring practices
		5. Maternity leave policies
		6. Implicit bias in reviewing resumes, and more
	2. The grant did not get funded this time, and what was proposed for change (when applying again in the future) was a bigger focus on STEM faculty.
	3. We will keep Maggie as an item on the agenda, so that we can follow the resubmittal for the grant.
5. **Quick review of CSW’s strategic plan & executive report for 2015-16 AY & BBLearn site:**
	1. A large portion of the work performed last semester was on the strategic plan. This report is on the CSW BBLearn, but a quick overview:
		1. Goal 1: actively pursue gender equity, parity, and inclusivity at NAU.
		2. Goal 2: **cultivate a more diverse, safe, and welcoming campus that embraces and recognizes the contributions, successes, and challenges of our female faculty, staff, and students at NAU.**
		3. **Goal 3: build community by fostering a family friendly environment and promoting a healthy work-life balance for all faculty, staff, and students at NAU.**
	2. **The 2015-2016 executive report is also available on the CSW BBLearn; its purpose is to highlight the workings and achievements of the CSW that happened during the academic year of 2015-2016, to advise NAU’s executive leadership team about some of the issues concerning women at NAU.**
6. **Discuss & Decide CSW Structure & Subcommittees**
	1. **Suggestions:**
		1. **Gender Equity/Parity Committee** (examples of issues that we could work on: Non-tenure track concerns, Gender Parity, Institutional Transparency)
			1. **Sam Clifford (leader)**
			2. **Maggie Vanderberg**
			3. **Debra Edgerton**
			4. **Alexandra Carpino**
			5. **Paul Jagodzinski**
				1. Can work on the mentor program through this subcommittee
				2. Can work on non-tenure track concerns
				3. Institutional transparency; diversity related exit interviews (there is a need to have a transparency in the data and results on this, as well as failed searches)
		2. **Diversity, Health & Safety Committee** (examples of issues that we could work on: Women’s Health, Scholarship & Fundraising, Awards)
			1. **Heidi Feignbaum and Sharon Gorman (interim leaders)**
			2. **Nena Bloom**
			3. **Arturo Magana**
				1. Work on Title 9 symposium happening in October (could be separate from committees if needed).
			4. CSW awards need to be formalized (construct a better way to nominate and vote for the awards)
		3. **Work-Life Balance Committee** (examples of issues that we could work on: Childcare, FMLA)
			1. **Pamela Powell (leader)**
				1. FMLA work can continue here
7. **Welcome “Brunch” with AAUW & ASWI – date, time and location?**
	1. Idea to meet, network, and recruit for CSW, AAUW, and ASWI
	2. Possibly set up as a Friday afternoon lunch or coffee/tea. Sharon and Heidi can finalize the date, time, and location and advertise the information.

Meeting adjourned at 1:25 p.m. by CSW Co-Chair Heidi Feignbaum.