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Monday, January 25, 2016

12:00 – 1:30 p.m.

Cline Library Teaching Commons

**Meeting Minutes**

**Members Present**

* Priscilla Mills, pricilla.mills@nau.edu
* Jamie Baxter, [jamie.baxter@nau.edu](mailto:jamie.baxter@nau.edu)
* Paul W. Jagodzinski, [paul.jagodzinski@nau.edu](mailto:paul.jagodzinski@nau.edu)
* Nancy Curry, [nancy.currey@nau.edu](mailto:nancy.currey@nau.edu)
* Will Cordeiro, [willcordeiro@gmail.com](mailto:willcordeiro@gmail.com)
* Danielle Gervasio, [danielle.gervasio@nau.edu](mailto:danielle.gervasio@nau.edu)
* Carol Lorek, [carol.lorek@nau.edu](mailto:carol.lorek@nau.edu)
* Pamela Powell, [pamela.powell@nau.edu](mailto:pamela.powell@nau.edu)
* David Camacho, [david.camacho@nau.edu](mailto:david.camacho@nau.edu)
* Mary Lynn Quartaroli, [marylynn.quartaroli@nau.edu](mailto:marylynn.quartaroli@nau.edu)
* Maggie Vanderberg, [maggie.vanderberg@nau.edu](mailto:maggie.vanderberg@nau.edu)
* Heidi Feigenbaum, [Heidi.Feigenbaum@nau.edu](mailto:Heidi.Feigenbaum@nau.edu)
* Sharon Gorman, [sharon.gorman@nau.edu](mailto:sharon.gorman@nau.edu)
* Arturo Magaña, [am838@nau.edu](mailto:am838@nau.edu)

**Welcome and Introductions**

**Announcements**

* Semester meeting times and locations—last Monday of the month in Cline Library’s Teaching Commons.
* Sub-committee meetings—a regular set time, second Monday of the month. Commissioners can meet virtually, collaborate online.
* New organization of CSW BbLearn shell (Sharon Gorman).
  + Recording meetings—commissioners consented to being recorded. Recordings of meetings will be uploaded onto BbLearn.
  + Groups for sub-committees.
  + Interesting articles and readings.
  + New image, dashboard, content portal, file exchange, group blog, and group homepage. Document exchange to create an archival record.
  + Sharon will upload Coach Data onto the BbLearn website.
  + Commissioners should email Sharon, Heidi, or Arturo to add data to CSW Bblearn website.
* February CSW meeting will take place on the 29th.
* Commissioners will bring sub-committee synopsis to next CSW meeting.

**Gender (and other) Offensive Reporting Mechanism (Pricilla Mills)**

* Reporting SWALE violations.
* Reporting bias incidents that may not constitute policy violations, but are unwelcoming nonetheless.
  + “Fire-site chats,” primary ways Equity and Access deals with bias incidents.
  + One inappropriate act does not constitute a violation of the law, there has to be a pattern to violate the law.
* What affirmative action means with respect to gender in employment, promotion, and retention.
  + Affirmative Action Plan.
    - Addresses race, gender, statistics compiled over a 5 year period. The plan is available online.
* Issues of conflicting needs or confidentiality and data.
* Proactive ways to approach concerns of implicit bias.
  + Provost is interested in implicit bias.
  + CSW will suggest trainings; Heidi will forward materials to Equity and Access.
* Overview of Equity and Access.
  + Work with violations of labor policies, bias incidents.
  + Work on affirmative action statistics.
  + Handle harassment issues, anti-discrimination.
  + Conflict management.
  + Office handles investigations and mediations.
  + Equity and Access workers report issues, records are not totally confidential. Equity and Access is an office of record, every complaint is recorded.
  + Educate NAU staff—all new hires are required to take basic, online training.
  + Equity and Access is working on providing confidential recording—worry, as many people don’t come forward if there is no avenue for confidential recording.
  + At times take action, as in sexual assaults, Equity and Access follows federal policy.
  + Timely manner: 120 day requirement.
  + Student Life supports Equity and Access.
* Commissioners discussed providing new, university-wide trainings, such as implicit bias trainings. Commissioners discussed working with other commissions to promote trainings.
  + New Chief Diversity Officer may direct trainings.

**NSF Advance Grant Update (Maggie Vanderberg)**

* Grant was submitted last Wednesday, the day it was due.
* Scope of grant.
  + Faculty recruitment and hiring, diversity, removing implicit bias.
  + Supporting dual-career couples.
  + To assist in negotiating salaries.
  + Review of policies and providing transparency.
  + Advance Grant Website.
  + Mentoring and developing a mentorship program.
  + To provide a network of caregivers, elderly care.
* It will take about 6 months to hear back from NSF.

**Discussion with David Camacho about Strategic Plan**

* CSW strategic plan should request budgetary resources. CSW should have a conclusive plan—with information from 5 subcommittees. CSW strategic plan language should align with university strategic plan language. Also, CSW should consider highlighting 1st, 2nd, etc. order priorities.

**New Directions in Diversity (Sharon Gorman and Christine Lemley)**

* Letter to NAU leadership based on “Women of color in the Academy).
  + Working on revisions, editing down to 1 page.
  + Will send to vice-provost, provost, president, etc.
  + Draft is on BbLearn shell.
* Upcoming “Troubling the Body Politic.”
  + Event planned for the end of February, details coming.

**Sign up for Committees**

* No one signed up.

**Reports from Committees**

* Gender Parity.
  + Nothing to report.
* Child Care.
  + Nothing to report.
* Women’s Health.
  + Goal is to create a document for child-leave policy. Subcommittee with talk with LGBTQ committee.
* Non-Tenure Track.
  + Nothing to report, except that Andrea Houchard may join group, the coach-survey, conducted last year provides information on issues. Subcommittee will help with Faculty Senate.
* Portree Scholarship.
  + Heidi will contact members.
* Strategic Planning and Collaboration
  + Sharon Gorman and Heidi Feigenbaum.
  + David Camacho is no longer on the strategic planning council. David advised CSW that they should submit materials—strategic plan and executive report—by the end of the 2016 spring semester.

**Executive Report (Heidi Feigenbaum)**

* Who gets it?
  + Provost, Vice-Presidents, President, etc.
* Reminder that we need information from all subcommittees for this report.