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Monday, November 2nd, 2015

12:00 – 1:30 p.m.

Babbitt Administration Center, Room 206

**Meeting Minutes**

**Members Present**

* Andrea Houchard, andrea.houchard@nau.edu, philosophy
* Heidi Feigenbaum, heidi.feignbaum@nau.edu, mechanical engineering
* Maggie Vanderberg, maggie.vanderberg@nau.edu, CS/EE
* Jaime Baxter, jaime.baxter@nau.edu, EAO
* Sharon Gorman, sharon.gorman@nau.edu, ELC
* Meredith Heller, meredith.heller@nau.edu, WGS
* Dan Kain, daniel.kain@nau.edu, office of the provost
* Pam Powell, pamela.powell@nau.edu, teaching and learning
* David Camacho, david.camacho@nau.edu, office of the president
* Jaimie Paul, jamie.paul@nau.edu, career development
* Arturo Magana, am838@nau.edu, anthropology

**Welcome and Introductions**

* Meeting called to order at 12:02 by Heidi Feigenbaum.

**Announcements**

* No new announcements.

**Seeking New Co-Chair**

* Andrea will step down from co-chair position at the end of fall semester. Andrea stated non-tenure track professors do not receive credit on SOE, that there is a notable difference in status and rank between tenure and non-tenured professors, even though they carry out the same work.
* Heidi opened discussion to the commissioners present. Heidi asked if anyone is willing to serve as a new co-chair.
* Commissioners elected Sharon Gorman as the new co-chair. Sharon will serve as co-chair along with Andrea and Heidi for remainder of the fall semester. Then, in the Spring semester, Sharon and Heidi will serve as co-chairs.

**Report from Welcome Brunch**

* The welcome brunch allowed CSW members to make good connections with the community—ASWI. The provost attended and introduced himself.
* Someone suggested next year CSW should hold welcome brunch during work hours, like a Friday afternoon closer to the start of the fall semester. If held during work hours, commissioners expect more people to attend meeting.
* Commissioners discussed Productive Beginnings Conference.
* David Camacho stated he will provide CSW with a commission banner.

**Results from Diversity Symposium**

* Facilities and development sponsored symposium, at the urging of the Commission of Ethnic Diversity.
* Discussion topics: unpaid labor, accessibility, equity, awareness.
* David asked commissioners if they have any ideas for faculty development.
	+ Non-tenure track: promotion process and negotiation.
		- COFS document: <https://nau.edu/Equity-and-Access/_Forms/Conditions-of-Faculty-Service/>
	+ Gender inequality.
* David said to commissioners that he and Dan Kain are researching unconscious bias at the university, as per provost suggestion.

**Request for Information: Lecturers, Senior Lectures, by Gender**

* Commissioners requested pay/salary information—any information not on the budget book is not publically available. Commissioners requested more data on gender/degree and pay, along with more transparency.
	+ Dan will research and present findings at next CSW meeting.

**Report on NSF Advance Grant**

* Letter of intent is due Friday.
* Grant focuses on women in STEM fields. Commissioners discussed role models and peer mentors, and identifying women/resources.
* Independent group: attempt to help NAU faculty/staff negotiate salaries, child policies, etc.
* Grant work
	+ Backup childcare
	+ Babysitting network
	+ Website network—but issues of liability surface.
* Active recruiting
	+ Women are taxed to serve on hiring committees—this is not the best way to establish diversity in the academy.
	+ A lot of other schools hire recruitment teams, not NAU.
	+ Need a more active recruitment process, more creativity.
	+ Having low $ creates a problem when recruiting.

**Reports from Committees**

Out of time

Dannielle will email information.

Arturo Magana will email a survey concerning next meeting location.

David wants CSW to set out a clear set of goals—strategic planning.