****

****

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