

****

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
* Paul W. Jagodzinski, paul.jagodzinski@nau.edu
* Nancy Curry, nancy.currey@nau.edu
* Will Cordeiro, willcordeiro@gmail.com
* Danielle Gervasio, danielle.gervasio@nau.edu
* Carol Lorek, carol.lorek@nau.edu
* Pamela Powell, pamela.powell@nau.edu
* David Camacho, david.camacho@nau.edu
* Mary Lynn Quartaroli, marylynn.quartaroli@nau.edu
* Maggie Vanderberg, maggie.vanderberg@nau.edu
* Heidi Feigenbaum, Heidi.Feigenbaum@nau.edu
* Sharon Gorman, sharon.gorman@nau.edu
* Arturo Magaña, 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.