

Women's Caucus Executive Board Meeting Minutes
November 12, 2015
UD Advance Office, 102 Pearson Hall

Board members present: Robin Andreasen, Heather Doty, Megan Gaffney, Karren Helsel-Spry, Helga Huntley, Stephanie Kerschbaum, Margie Kiter Edwards, Shannon Lennon-Edwards, Katie Meier, Christine Scheirer Mangat, Susan Williams, Regina Wright

Excused: Jodi Drake, Elaine Salo

Guests: Meaghan Davidson, University Student Centers

1. Adoption of the agenda

Agenda was approved.

2. Approval of the minutes from the October 2015 meeting

Minutes were approved with minor corrections. H. Doty will upload to the website.

3. Constituency & Leave Policies Subcommittee Discussion

Constituents have raised concerns about leave policies. Concerns include: flexible work schedules not being approved by supervisors; a lack of a policy about telecommuting; a lack of leave time in situations involving adoption or custody arrangements; inconsistent application of policies in different units on campus; confusion about what types of leave are available to staff. The Caucus will request that HR gather family-friendly policies that do exist. We will compare that list with what we have heard from constituents and provide feedback to HR in the form of suggestions for dissemination (such as a brochure) or new/reworded policy language.

ACTION ITEMS: K. Meier will work with R. Andreasen to draft an email to Tom Lapenta to describe constituent concerns and to request clarification; will copy Jennifer Daniels.

4. Co-Chairs Announcements

a. The Fact Is ad: The ad ran for 3 weeks. Positive feedback from the S.O.S. Office, Women and Gender Studies, and Mae Carter.

b. Caucus-wide event: Spring 2016 social event was proposed by LGBT Caucus, but the Board decided we don't have the resources to sponsor an additional event. We can continue our collaboration on joint projects like data-gathering and advocating for better leave policies.

c. Diversity blueprint: Document will be discussed at the next caucus chairs' meeting. Carol Henderson asked for a list of the most pressing issues for our constituents. For Women's Caucus, they are: better data on staff (disability, race, ethnicity not tracked) so that we can make data-driven decisions on our priorities; salary inequity; leave policies; raises, promotion, and retention. Recommendations are to track more granular data about faculty and staff; do

benchmarking to see how UD compares to other universities on issues like leave policies and salary inequity; make salary information public for better advocacy and analysis; gather the inconsistent policies and take steps to bring them in line.

d. OEI Winterfest: S. Kerschbaum, S. Lennon-Edwards, and R. Wright will staff a Women's Caucus table.

ACTION ITEMS: **C. Scheirer Mangat** will ask if we can get statistics for the online *Review* ad. **M. Gaffney** will contact University Archives about archiving caucus documents and born-digital content (our report, our website). **R. Andreasen** will contact Karla Bell to talk about ongoing collaboration on shared initiatives. **R. Andreasen** will create a shared Google Doc of this list so that we can add to it; once completed, **R. Andreasen** will send Carol Henderson the list. **R. Andreasen** will confirm there is no charge for our table at Winterfest.

5. Brown Bag Update

a. Facilities: 4 women attended. Issues included working from home/telecommuting and training for supervisors to raise awareness of absences for religious holidays.

b. Student Life: Event will take place January 14, 2016 at 12:00 in the Perkins Student Center, room TBD. Laura Gleason, University Student Centers is planning and marketing the event.

ACTION ITEMS: **C. Scheirer Mangat** will start a Google Drive folder and will start a document of a running list of constituent concerns. The eventual goal will be to migrate Sakai content to Google Drive. **M. Gaffney** will begin planning for a Library brown bag. **C. Scheirer Mangat** will look at the caucus budget and investigate name tags for board members.

6. Subcommittee Reports: none

7. Other: **R. Andreasen** will send out a Doodle poll for a board social gathering in December.

Next meeting: Friday, December 11, 9:00-11:00 AM, location TBD.

Meeting minutes submitted by Megan Gaffney