

Women's Caucus Executive Board Meeting

Monday, June 24, 2013

10:00 to noon

Co-Chair's Report

Focus Groups to meet different people on campus

- New people coming to the University
- Should this be a separate subcommittee? Gretchen should be involved.
- Rebecca and Marcia met with key administrators, diversity leaders and former Commission members. We asked questions about how to get things done thru the Women's Caucus.
 - This idea is to invite Department Chairs, named professors, associate profs,
 - No open focus groups
 - Focus groups need to have shared experiences
 - How do we target staff?
 - Prioritize the groups we want to meet with this fall
 - Handout a one-page summary of the Women's Caucus at the meeting and open the floor up for what is important to the attendees
 - Engineering and Natural Sciences doesn't have any women chairs
 - Group faculty by rank and cohort; invite by email
- Subcommittee created: Rebecca, Gretchen, Robin, Deb and Karren

Term Limits

- No subcommittee

Rebecca will step back as co-chair in the spring semester. Need an interim chair for the spring semester. Would like it to be a faculty member.

Campus Partners: ADVANCE

- National Science Foundation Program
- Increase the representation of women faculty in the sciences and engineering academic areas
- UD got a small targeted grant
 - Get together a group of faculty, high profile, sympathetic to the cause, to read studies on implicit bias
 - Took readings and developed two workshops on recruitment and mentoring
 - Wisconsin-Madison and Michigan have two very successful ADVANCE programs and ours was modeled loosely on theirs
 - UD had a four year grant with a one year extension
 - Proposal to PDI for one year. This allowed them to expand to Health

Sciences and CEOE

- Two workshops: one on recruitment and one on mentoring ("Mentoring the Mentors" and then workshops for junior faculty). Workshops were 2.5 hours long. Deans invite faculty members to attend, because no one attended otherwise. Next time, made workshops shorter and more concise. Over time, the grant team has gotten smaller.
- Need to have buy-in
- Publications on mentoring and recruitment
- Applying for a new, several million dollar grant, due in November. Will be disseminating a climate survey. Survey is written; being disseminated through. Institutional Research
- University partners would make grant more successful
- Heather and Robin will interface with Stephanie on disability input
- How do we keep from oversaturating employees with these surveys? Make child care survey a spring 2014 project

Priorities for 2013-2014

- Publications Subcommittee
 - **Complete and publish the annual report**
 - Work with IR on data
 - Marketing the Women's Caucus
- Leave Policies Subcommittee
 - Maternity Leave
 - Flexible Leave Marketing (from the top down)
 - Work-Life Balance
 - **Sick Leave Bank**
- Website Subcommittee
 - Robust website
 - Publicize the website
 - Celebrate accomplishments¹
- Promotional Issues Subcommittee
 - **Performance Appraisals**
 - Grievance Procedures for Appraisals
 - Tom LaPenta interfaces with immediate supervisors
 - Lack of communication with complainant
 - Appearance that termination hearings laced with bias towards Administration
 - Mentoring Program
 - Reclassification Concerns
 - Medical Diagnoses?
- Child Care
 - **Survey**

- **Ombudsperson Issue? (Sue, Christine, Rebecca)**

Finalize Bylaws (Term Limits)

- Unanimously Approved!

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No summer meetings scheduled for the Board.