

PCOSUW Full Commission Meeting - Sept. 29, 2016, 11am-12:30pm
MINUTES

1. Welcome

a. Introductions (membership attached), and Shout Outs

Around the table introductions were conducted.

b. President Cruzado remarks

President Cruzado welcomed the group and introduced Dr. Rusty Barcelo, who will be working at Montana State University for the 2016-2017 Academic Year. Dr. Barcelo will be conducting meetings across campus throughout the year to assist MSU in creating a diversity plan.

In addition, President Cruzado introduced Dr. Eric Lopez, the American Council on Education (ACE) Presidential Fellow visiting from U San Antonio where he is the Dean of Education. He will be assisting Dr. Barcelo with diversity efforts on campus.

2. Vote (ballots)

a. By-Law changes

Anne Camper led a committee to create the Bylaws. The Commission would like to amend the Bylaws.

Ballot and changes attached – vote count results indicate unanimous approval to changes..

b. Call for nominations - New Sub-Committee Chairs

Please think about serving on any subcommittee and notify Camie and Tracy.

i. Communications Sub-Committee

Deb will still serve on the Committee, but is stepping down as Chair.

Sylvia Sparkman volunteered and the group unanimously affirmed her appointment as Communications Sub-Committee Chair.

ii. Policy Review Sub-Committee – Jyl Shaffer was nominated and the group unanimously affirmed her appointment as the Policy Review Sub-Committee Chair.

3. Improving Communication Update

a. Invitation to reps to present at Executive Committee

The Executive Committee meets once a month.

b. January xx lunch outreach event – save the date – Words Matter – Austin/Bratton/Raile
Tracy talked about the Words Matter event that took place on campus. Tracy and Camie are meeting with them to see if they will present to the Commission in January. In addition, they will invite President Cruzado to discuss her participation on the statewide Equal Pay Task Force.

4. Diversity Inventory Update – Donohue & Shaffer

Ariel Donohue discussed the Diversity Inventory that was created by Katelyn Kalberer, a student who worked in the President's Office during the 2015-2016 Academic Year. It is posted on the PCOSUW website. If there are any changes or edits needed, please feel free to share them with Ariel Donohue.

5. Office of Institutional Equity Update – Shaffer

Jyl Shaffer introduced herself and provided an update about the Office of Institutional Equity. James Sletton resigned from his investigator position to be a “stay at home dad.”

6. ADVANCE Update – Jessi Smith

Jessi circulated a handout regarding ADVANCE. This is Jessi's first PCOSUW meeting in one year, as she recently returned from sabbatical. This is the last year of ADVANCE. The current coordinator for ADVANCE is Nika Stoop. Jessi talked about the Boot Camps that ADVANCE conducted this year. In addition, Jessi informed the group that Care.com will discontinue at the end of the year. She then talked about the Family Rooms that are campus.

Handout is attached.

President Cruzado thanked Jessi, Sara and Ian for their incredibly hard work on ADVANCE.

7. Highlights from Other MSU campuses

From Joy Honea – MSU Billings – Chair of Social Sciences Department

Joy updated the group that their handbook is being updated. MSU Billings started a women's faculty caucus. One challenge for MSU Billings is that the campus childcare center was shut down last month. At the Back to School meetings for faculty and staff only two people knew who Office Institutional Equity

Darlene Sellers – MSU Northern – Launched a LGBTQ group on campus; childcare on campus was shut down.

8. Break-out groups for Sub-Committee Goal Setting relative to Strategic Plan

a. Assessment Committee – Becca Belou

Becca provided an update on what the Assessment Committee does on campus.

b. Communications Committee – Sylvia Sparkman is the new chair, as of 9/29/2016

c. Nominations – Anne Camper

Anne Camper is the one member of this Committee

d. Policy Review – Jyl Shaffer is the new chair, as of 9/29/16

e. Recognition Committee – Betsy Danforth

The Committee selects the PSOSUW staff award, as well as the two student awards. The criteria are listed on the website.

Sustaining ADVANCE Project TRACS Initiatives

✓ Indicates that the program has been sustained.

Enhance Research Capacity and Opportunity

Grant Submission Coordinator and Grant Facilitator Network

✓ Center for Faculty Excellence (CFE) with support of Provost after grant (MOU/2020); support of VPR now via space and 50% of salary (MOU/2017)

Diversification Mini-Grant Award Program

✓ MOU/2020 inclusion in Faculty Excellence Grants (FEG) call and selection committee; have the Women in Science Distinguished Professor on selection committee

Research Capacity Advisory Team

✓ MOU/2020 for the RCT to advise the Center for Faculty Excellence on research-related professional development. Will include a representative from every college

Interdisciplinary Joint Appointments Toolkit

Enhance Work-Life Integration

Sick Leave Donation Pool

✓ Policy in place

○ HR has not done a call for contributions and pool is currently empty.

Family Care Network

Not sustained; Ending Dec 2016. Hireabobcat.com will however include a new "care" search function

Family care rooms

- ✓ Hamilton Hall 123
- ✓ Jabs Hall 440
- ✓ 3rd Floor Leon Johnson Hall
- ✓ 1st Floor SUB (right across from the Bookstore)
- ✓ Coming soon! Reid Hall

Family Advocate

✓ Provost Office (MOU/2020). Includes three team members: two job candidate advocates and one faculty advocate. New email set up familyadvocate@montana.edu

○ Student family advocate services approved to run through the R2L office.

Dual Career

✓ HR for community placement assistance through Recruitment Services Manager, Sharon Stoneberger.

- Unclear how/who will help with assistance with academic faculty dual-career options.

Opt out of Stop-the-Clock Policy Change and Modified Duties for Family Caregiving Leave

- Both Extending the Tenure Review Period and Faculty Modified Duties policies are in the current version of the Faculty Handbook (11/2015) but still needs to be approved by the President then Commissioner. Current process run through the Provost's Office via the Family Advocate.

Enhance Cultural Attunement

Diversity Depth Hires

Search Tool Kit

- √ OIE will take over the program and faculty search trainings starting in spring 2017. OIE will print the toolkit and selected Equity Advocates will deliver training organized by OIE.

Institutional Education/Training

- √ **Cultural Attunement Advisory Team** - This team will serve as an advisory team to OIE to recommend speakers, trainings, and update the search toolkit as necessary as of spring 2017.

Equity Advocate Program

- √ OIE will take over the program and training as of spring 2017.

Equity Data Analyst

- √ Office of Planning and Analysis (OPA) will support this position and do the following:
 - Harvard COACHE survey to be collected in spring 2017 – as follow-up to 2009 COACHE survey
 - Issue campus climate survey every three years starting in 2018 and analyze/ maintain data.
 - Work with HR, CFE and OIE to present data back to the faculty in A PUBLIC FORUM.
 - Create one-pager that is disseminated regularly via HR trainings, search trainings, etc.

Department Annual Self Study and Support

- √ OPA will collaborate with the **President's Commission of the Status of University Women** (PCOSUW) to send out and analyze data. Equity Data Analyst will present data by college to the Provost, for use in annual reviews of Deans.

Women in Science Distinguished Professorship

- Provost Office will coordinate, with the Foundation and the Ag/CLS/Engineering Deans being charged with promoting the Award to potential funders. Half way to the fundraising goal to sustain.

Supporting women in STEM through informal networking

Monthly lunches with the new women in STEM faculty has proven to be incredibly valuable for networking and fostering their psychological needs (relatedness, autonomy and competence). It is unclear if this activity will be sustained.

PCOSUW BALLOT

September 29, 2016

PROPOSED BYLAW CHANGES

INTENT: Adopt a change to the bylaws to allow Co-Chairs for the PCOSUW, add a Policy Committee, and allow individuals who are not on the Commission to serve on committees.

Additions to the Bylaws are in RED. Deletions are crossed out.

ARTICLE II: MEMBERSHIP

Section 2.1 Appointment of Members

Individuals appointed shall be persons interested in and willing to contribute to improving opportunities for women in the University community. Appointed members are responsible for attending scheduled commission meetings and participating on the committee.

The President of the University appoints the chair (or co-chairs) and chair-elect (co-chairs) ~~from the general Commission members.~~

The Office of the President liaison will maintain a listing of all members and affiliates with their current committee responsibilities, and will make the listing available to all members. The lists will remain current and reflect any changes in membership.

ARTICLE III: ELECTIONS

Section 3.1 Election Schedule

The Commission shall elect the at-large Executive Committee members in odd numbered years and replace or change, if needed, the Standing Committee members and chairs in even numbered years. Elections will be held in ~~the Fall~~ ~~March~~ of each year and the elected members shall take office at the beginning of fall semester.

ARTICLE IV: COMMITTEES

Subsection 4.3.1 Assessment Committee

Purpose:

To review current information/data or collect new data to assist in identifying issues; report general findings. Issues can be raised through the Assessment Committee or by constituent approaches to the commission or liaison contacts, etc.

Members: ~~Committee Chairs~~ ~~Five Representatives~~ are elected from the Commission; ~~members are selected from the campus community.~~

Subsection 4.3.2 Communication Committee

Purpose:

To increase the visibility of the Commission, promote the purpose and accomplishments of the commission, recommend updates to the web site, and publicize its special programs and events.

Members: **Committee Chairs** ~~Five Representatives~~ are elected from the Commission; **members are selected from the campus community.**

Subsection 4.3.3 Recognition Committee

Purpose:

To implement and select the winners of the Commission's recognition awards.

Members: **Committee Chairs** ~~Five Representatives~~ are elected from the Commission; **members are selected from the campus community.**

Subsection 4.3.4 Nominations Committee

Purpose:

To solicit nominations for the executive and standing committee members and to replenish the appointed membership. The past-chair will oversee and handle the process for the Executive and Standing Committee member election processes, new appointed-member nomination and selection process, and changes and amendments to bylaws.

Members: **Committee Chair is** Past-chair/co-chair of PCOSUW; **members are selected by the Committee Chair from the Commission.**

Subsection 4.3.5 Policy Review Committee

Purpose:

To engage in on-going reactive and proactive policy review to identify current policies that need revision as well as suggest new policies, consistent with the PCOSUW mission of ensuring an atmosphere of equity, support and balance.

Members: **Committee Chairs** are elected from the Commission; **members are selected by the Committee Chair from the campus community.**

I vote to adopt the changes as noted above

I vote against the proposed changes above