

CSW Summary Notes: Executive Committee Meeting

March 12, 2009

Present: Linda Breci, Erin Higley, Caryn Jung, Casey Kilcullen-Steiner, Cynthia Malbrough, Cheryl Muller, Angelika Reiss, Susan Richards, and Christine Salvesen

Review of February 22nd Minutes & Welcome – CSW Chair, Linda Breci

- Notes from the February 26th meeting were reviewed with 2 corrections; correction to the spelling of Dianne Horgan's name and change to last paragraph item.
- Many thanks to those who made time to represent CSW at the SAC surprise award visits. What a fun activity and great to be involved. Cheryl will be representing CSW at the Awards Luncheon on April 13th from 3-5 pm in the Grand Ballroom, Student Union.

Workgroup Updates

- **Equity** – Susan Richards
 - Susan has touched base with Dianne Horgan, and she is onboard for requesting a modification to the parental leave request for graduate students. Susan needs to meet with the Workgroup and then move forward.
- **Professional Development** – Cynthia Malbrough
 - Group wants to move forward on planning a speaker series every other month in collaboration with SAC, but needs to know what our budget will be for the Fall? With the recent push-back on funding catering for the Spring meeting, we need to know where we stand with regard to costs/funding, i.e. will drinks and small items be covered, but not meals, and cost of Student Union rooms that are free with catering, but charge without it, etc.?
 - We should know more about funding after the March 18th meeting with the President. There is a definite need to clarify the level of institutional support. The relationship with Vice President Garcia's office has been stable, but we really need to have more control over "our" part of the budget. Until we hear anything definitive, let's proceed with business as usual.
- **Outreach & Education** – Cheryl Muller
 - 2009 Mini-Grants:
 - Completed, and we were able, based on the final funding number from Karen, to allocate for 2 additional award requests that came in on the CSW email address after the deadline.
 - Wrap-up emails will be going out to all who participated.
 - Spring Meeting:
 - We will be having Taco Salad with Lemon Bars/Brownies for dessert.
 - **Action Item:** Kim will verify with SU catering whether the salads are pre-made or buffet style for those who are vegetarian.
 - We currently have 20 RSVPs, so all Chairs are encouraged to touch base with their groups and spread the word about the needed RSVPs.
 - Workgroup updates for the Spring Newsletter are needed NOW, so that we can get copies printed for the meeting. Do we want to save some money and not print and just post to the web? No, the printed copies are nice...perhaps we will just print a certain amount and have them available on the table at the lunch for those who want one?

- Recruitment Event::
 - Considering the same concern and constraint over funding for food and other costs, we could do recruiting electronically? Or, we could make our own food and look for a different location or venue? As we seek clarification on funding going forward, we need to redefine the difference between “events” and “meetings.”
- **Family Care** – Amanda Brobbel
 - Amanda has been sick and will not be attending, but she will send an update.
- **SPBAC** – Christine Salvesen
 - Christine did not attend the last meeting, but work continues on the budget and the strategic plan. A recent student event under Melissa Vito’s responsibility was cancelled due to the costs, so the concern over costs is a reality, and this may very well be the trend going forward.
 - Announcements should start coming out soon on cuts and program alignment...like the recently publicized College of Letters, Arts and Sciences.
- **Special Events** –
 - Neither Gretchen nor Alison could make today’s meeting; however, the 2009 YWEA website and online registration is about to go online.
- **Meeting with the President** – Linda Brecci
 - We are working on two documents for the 3/18 meeting with Dr. Shelton; one will be a semi-annual update on CSW activities, and the other will be a one-page point paper on equity and quality of life on campus.
 - The group reviewed Susan’s draft document with the following suggestions:
 - Need to include “service” component in the first paragraph.
 - 4th bullet should include employee’s children as a recruiting tool.
 - Does ERE go toward QTR? Angelika to check. AP have lower ERE than CS because it is based on average salary and AP salaries are higher.
 - 2nd bullet should indicate a preference to former UA employees within the definition of the CS recall rights policy, and the definition should be expanded to include AP. AP can’t be included in the layoff policy because they are contract-based.
 - It was pointed out that there is a difference between “childcare” and “daycare,” as daycare could pertain to the elderly, etc., so the two terms are not necessarily interchangeable.
 - Susan will rework the document and send it out for final comments prior to finalizing for the President’s meeting.
- **Certificate of Appreciation** – Linda Brecci
 - The 2009 term expire list was reviewed, with a few changes. Workgroup chairs are also asked to verify dates with their groups and notify Kim of any changes.

Action Item: Kim will get the 2 letters and the Fall Newsletter ready to send to the President’s assistant, Linda Stapleton, on Monday, 3/16/09.

Meeting Adjourned at 12:23 pm

Minutes provided by Kim Menezes