

CSW Summary Notes: Executive Committee Meeting
June 18, 2009 (11 am – 1 pm), CSB 402

Present: Linda Breci, Amanda Brobbel, Gretchen Gibbs, Eva Gonzales, Paul Lee, Cynthia Malbrough, Cheryl Muller, Susan Richards, and Christine Salvesen

Minutes Review/Approval & Welcome – CSW Chair, Linda Breci

- Notes from the May 14th meeting were reviewed and approved.
- Linda shared the news of a recent announcement indicating that Juan Garcia is leaving his post as VP, and also as CSW Liaison.
- President Shelton has approved our request to have Co-Chairs for the next fiscal year, and he is looking for our suggestions regarding Juan’s replacement.
- Karen Filippelli in the President’s Office will be taking over CSW financial oversight.
- We are still awaiting word on Cynthia’s approval to be our SPBAC representative.
- Should CSW stay affiliated with DRO or should we break out of the “diversity” network and strive to be more like SAC or APAC?
- As far as the new advocate, we need someone to champion for us, not someone to manage us – a strategy big picture thinker.
- The following 3 recommendations will be put forward by Linda to President Shelton:
 - Jacqueline Mok – currently the President’s Chief of Staff
 - Leslie Tolbert – VP, Research
 - Allison Vaillancourt – VP, Human Resources

ACTION:

- 1) Linda to email proposed recommendations to President Shelton.
- 2) Linda to email Karen Filippelli to set up a meeting to discuss current financial status and FY-10 budget.
- 3) Kim to email Kimberly Ryan at DRO and gather up remaining CSW supplies/materials (including all Intersections materials) and move them to the SAC Office per Eva’s recommendation.

Workgroup Updates

- **Outreach & Education** – Cheryl Muller
 - No recent meeting
 - Sent “welcome” emails to new members

ACTION:

- 1) Kim will check SU Rooms for the tentative event dates identified in May and report back to Cheryl.

- **Equity** – Susan Richards
 - Group met yesterday and 2 of the 3 new members attended.
 - The Family Friendly Transportation (FFT) initiative was discussed:
 - A survey (SurveyMonkey.com) was suggested to gather feedback on redefining what is meant by a “car pool.”
 - A “day pass” for the campus garages.
 - A Sun Tran pass for “family use,” as well as the employee.
 - We need to get more involvement in transportation surveys that have been conducted in the past – solicit input from other workgroups.
 - Alternative transportation “perks” or incentives must be developed.
 - Enhance communication through 3-D memos and webpages. Need to develop a timeline with target dates.

- **Special Events** – Gretchen Gibbs and Paul Lee
 - Gretchen introduced the new Workgroup Chair, Paul Lee --- Congratulations Paul!
 - The 2010 YWEA will be held on April 17, 2010 – mark your calendars!
 - Based on this year’s experience, YWEA will probably move back to the Student Union.
 - As always, we have an ongoing “open call” for volunteers.
 - Gretchen reported that they received a very nice “Thank You” card from the Native American participants this year.
 - Both Gretchen and Alison will be stepping down from their Chair responsibilities, but will still continue to volunteer and help out where they can. Best of luck ladies, and THANKS for all of your hard work and accomplishments!

- **Professional Development** – Cynthia Malbrough
 - Erin Higley is now the chair, and Cynthia awaits word on her assignment as SPBAC representative.
 - Workgroup has not yet met, and will probably meet in July incorporating the new members.
 - The PD Toolkit is done and ready to go live. We should include the link in the CSW Web Spotlight and then set up a link from the PD page.
 - A few “structure” issues were discussed:
 - Use the calendar within the Toolkit and/or link to CSW calendar for events?
 - Should the contacts be associated to the Workgroup chairs or remain with the standard CSW email (which is now re-directed to Kim’s email)?
 - Need to be able to inter-link between PD workgroup page, CSW main page, and the toolkit page.

- **Family Care** – Amanda Brobbel
 - Not much of an update. We are in a holding pattern with Rob in Purchasing on the RFP. Group suggested that Amanda contact Kirk Ketcham to see if he can help get things moving again.

- **SPBAC** – Christine Salvesen
 - Nothing to report...awaiting word on new representative assignment.

- **Other Business:**
 - This is the “last meeting” with Linda as Chair...Linda and Christine will Co-Chair for FY-10.
 - In addition to getting the new budget and advocate assignment aligned, Linda asked the Chairs to give some thought to the new FY focus of their Groups, as well as any need for renaming, i.e. Special Events to Youth Outreach, etc.
 - Susan has a member of the Equity WG whose tenure has expired, but has a desire to continue to participate as a volunteer. How do we handle this? There is a UA Volunteer form that is used to cover from a liability standpoint individual’s participation in UA-sanctioned activities. Susan will send some info to the group on this.

Meeting adjourned at 12:45 pm
Minutes provided by Kim Menezes