

September 13th, 2011 PCOSW monthly meeting in the Adair Clubhouse

The meeting was brought to order by Michelle Kutzler

Members in Attendance

Hillary Egna
Kimberly Hannaway Japhet
Michelle Kutzler
Christine Olsen
Tuba Ozkan-Haller
Deborah Pence
Marilyn Read
Susan Rodgers
Jan Spitzbergen
Jana Zvibleman
Mariette Brouwers
Kryn Freehling – Burton
Angelo Gomez
Kathy Brier

Kimberly Japhet opened the activities with a mixer so we could learn each other's names and become familiar with one another.

Last year's progress

1. Website/ Blackboard updates; To access the PCOSW website, go to main OSU page, type PCOSW in the search option and the listings will now show an option to access pcosw – if not please notify us. We use Blackboard for internal discussions among members and website for public info. We send messages this way and will update listserv if you are not receiving email notifications. Each member and ex-officio member should have access to the Blackboard site as well. The portal is un Organizations or Community when you login to the Blackboard site.
2. Last year we focused on bullying and we able to get the topic stirred and alive. The committee created a wish-list sample of a bullying policy. The work generated is now being used by a smaller committee to create a white paper for President Ray. Deb Pence, Brenda McComb, Donna Champeau and Kimberly Japhet are working with Angelo Gomez's office to create the white paper.
3. Stationery; we've run out so we are making new. We'd like to use the new stationery as follow ups to visitors and express our appreciation to good practices so let secretary know if you have feedback or comments or suggestions when to send cards.
4. Budget; we have been funded again and have historically not spent what has been allotted (\$20,514) we spent \$5, 689 last year.
5. Professional Development Award

We spend on University Professional development award (\$500 to member and \$500 to dept) but no one was nominated or applied last year and only one in 2010. New deadline for submissions is Dec/Jan (previously April). We would like to give 2 \$500 awards this year instead of giving funds to a department.

Some feel the wording describing the award is confusing. We will work to clarify meaning that it is to reward anyone mentoring/ encouraging professional development. Some of the paperwork is laborious but few applicants apply – so research available awards and apply.

6. We also have \$500 Scholarships - for grad students and visiting lecturers... we have no cap currently, so we could have given out more. We currently have 2 scholarship requests which will be sent to voting members via email then posted on blackboard. The voting will be at next meeting. Those requesting funding are invited to attend meeting –and put their story info on website, last year all 3 came. Full budgets of how the funds received is not required and we do not want to add more work than is needed. But PCOSW would like to know how the scholarships aided the applicants.

In order to better use the funding PCOSW has, we need to begin spending money earlier in the year as funds are NOT carried forward to next year. The fiscal year 2009-2010 was the year most money was spent - ~\$21,000. Some members wanted to know what was the reason the amount was increased? We hoped to hire a grant writer in the past to receive a larger amount, but were not accepted because we had not spent the funds allotted in most years. PCOSW is interested in hearing your thoughts on spending so get involved in the Blackboard Discussion.

6. End of year report

Website has the report posted. Please remember to submit summaries of activities right after the event to the secretary so the End-of-Year Report to President Ray can be as complete as possible.

7. Bullying was last year's main committee topic. Things went well with getting the ball rolling with speaker and campus publicity. A policy draft was written up but committee felt it was not ready to go to policy. A subcommittee was formed to clean up the language. There was a lot of emotion involved and slow progress. A smaller committee is reworking the work to create a white paper that will translate more easily into policy. Angelo discussed the white paper and the frustration of slow process. Policy will come down on administrators for bullying employees so caution is being taken in how to construct policy since it will interest a lot of people and need to be enforceable. It is related to sexual harassment policy since organizations around the country are monitoring Universities (FIRE in 2009) for their violation of freedom of speech rights. Bullying policy is similar to sexual harassment policy – we want to be successful while protecting freedom of speech. Policy should show need for policy and examples of other successful bullying policies. The end product policy will be including timelines for action. The President continues to endorse and

support a policy for handling bullying. There are many stakeholders; including but not limited to HR, Provost council, Risk Management, etc. We can continue to create events to educate and support awareness even while the policy construction is in process. We can support people in authority to take action.

Deb Pence reminded us that we developed a comprehensive list of resources currently available at OSU that is on HR's website where people can go for support. We have put on our website but will need to be updated with the changes in the WAGE and Community and Diversity unit changes on campus. It is also currently an appendix in the end of the year report. Deb mentioned that people sometimes confuse grievances and mediation and go to the wrong place for action. Angelo mentions to check with Gabriel Marrel to confirm accessibility to disabled /screen readers.

BREAK

Angelo Gomez shared the changes occurring as the WAGE and Office of Community and Diversity are being restructured.

On May 28, 2011, he went to New Mexico and drove across the desert to gain some peaceful perspective, then received a phone call inviting him to serve as Interim Executive Director of Equity & Inclusion.

Three Departments (WAGE, Community Diversity and Affirmative Action) were reviewed and restructured.

Terryl Ross is leaving OSU so the Office of Community and Diversity will have no staff. Donna left WAGE to return to her professorial role. Affirmative action is the only fully staffed department and we're working to address agendas of 3 offices in a more integrated fashion. We are challenged with only one office space and staff.

Anne Gilles has been invited to assist.

Advantages of integration are great.

We're not limited to compliance issues only and we have potential to have more influence.

Michelle mentions President wants to know how we work with WAGE and now with E&I. How do we function well as different groups and collaborate well when needed?

Previously we had a joint meeting, PCOSW and WAGE with President Ray which was effective and we're interested in another meeting with the President showing we're working with E&I. Angelo envisions pursuing an integrated agenda and paying attention to specific gender issues. He encourages collaboration between PCOSW with WAGE and potential joining of groups and agendas. Encourage looking for opportunities to work together.

Hillary defines a difference in that WAGE has ongoing measurements/METRICS of equitable salary which is not an agenda of PCOSW and is an important function. Who will manage the metrics done previously by WAGE?

Angelo responded - There's a lot of thinking about what to do within division.

Compensation Equity - we should have someone on E&I staff who is an assessment analyst, but includes not only compensation for women but also for people of color and people of disability, etc.

We can keep a person in the office who is the point of contact for specific women's issues but maybe not three separate people who do not singly have enough influence.

Hillary also suggests Community & Diversity wasn't focused on women's issues - and that the voice of one person is diminished from the voices previously of three. Have we lost 2 voices in OSU discussions now? We can appoint people within the unit of E&I to have a range of voices, and collaborate outside the office to involve PCOSW people. Though the budgets have been integrated we may not currently have enough resources.

A Self study will occur during fall/winter terms and identify our aspirations and where the gaps are in realizing those goals.

PCOSW and WAGE are collaborators but not advisors/sub to each other.

Jana encourages contact with advisory board of WAGE and reminds we are all volunteers.

Jan asks about mentoring? Who will lead that focus now? Many units are interested in better mentoring across campus. Angelo discusses success of program in Portland and interested in discussing retention issues. With that program, there was significantly better retention and graduation rates and potential of more comprehensive program that covers all but with individual emphasis to consider each critical needs population.

8. Ombuds description is being released and may be filled by next summer. Currently over 120 applicants. Angelo defined an ombuds as a person to go to if anyone has a problem, for information, intervention or referral. Open to students, faculty and staff. The challenge would be to not duplicate any services that already exist. An ombud requires good judgment in referral or direct action. The new position would report directly to President and will keep President informed of trends. The PCOSW has encouraged the new position in many ways for quite some time.

9. Lecture Series

Leadership team met with President last year and developed this series for up to 5 speakers a year (PCOSW selects 3 of those and has additional budget for this). The summaries of last year's speakers are in the End-of-the-Year report on our website and Blackboard site.

THIS YEAR'S WORK

1. Elections

3 members of the leadership team stepped down last year leaving Michelle and Kimberly as interim co-chairs for the summer.

PCOSW has by-laws which state in regards to officers and we are trying to follow those.

We need an ad-hoc elections committee and to generate a list of nominations.

[Michelle, Hillary & Kimberly volunteered]

Positions; Chair / Cochairs, membership officer, marketing officer, secretary, treasurer, web officer

[Michelle is interested in being a co-chair]

There are special committees to volunteer for, in addition to the leadership positions. Ex-officio members are not able to vote.

Suggested changes to the by-laws- Michelle said there are changes needed to reflect the changes to units on campus. We have had ex-officio members from WAGE which does not currently exist. She showed the wording in the ByLaws and we will vote to make the minor changes at the October meeting. Changing title language ...

p.2 art 3 1b delete and change ...

p. 9 appendix c delete and add bullet titles ...

2. Meeting Schedule

Second Monday of the month, 1pm - for meetings, with members of the leadership team reserving 11-2 for meeting. Location - the Women's Center lounge.

3. Student worker

We would like suggestions to find a student for taking minutes and other duties (including but not limited to archiving). This would be a paid position - 10hrs/wk. Kryn from Women's studies will pursue a graduate student for the job.

4. University Day - September 22, 2011 , noon-2pm

Pcosw wanted to be involved in University Days to host a large display but registration was closed for 2011 booths in June. We can use table space at the Women's Center booth. Michelle will host the spot and will have flyers and brochures available. Jana also volunteered to man the spot.

LUNCH

1pm

5. Lecture Series - \$5,000 budget

We'd like to have a speaker this term so Kimberly gave the first suggestion for a speaker. She introduced the idea with a video.

Watched the girl effect video – <http://www.girleffect.org/question>

[Kimberly suggests we bring in a speaker from the global perspective and show a US comparison.]

[Hillary works a lot in development and supports this type of public education and cultural awareness]

[Tuba supports this as an important cultural topic, but questions how this is a university issue. Kimberley notes domestic violence as a similar cultural issue that affects students who then come to the PCOSW for assistance. Kryn suggests YWCA in Portland and Girls Inc and Girl Scouts, and she has a contact w/Girl Scouts.] Further discussion will be encouraged on Blackboard and at the October meeting.

The retreat was closed at 1:12

PCOSW Meeting at the Women's Center

October 10, 2011

Called to order at 1:04 pm and ended at 2:07 pm

In attendance: Susan Rodgers, Jana Zvibleman, Jennifer Almquist, Meleani Bates, Andrea Doyle, Kimberly Japhet, Michelle Kutzler, Candy Pierson-Charlton, Amy Davila-Klutzson, Mariette Brouwers, Angela Gomez, Tuba Ozkan-Haller, Jan Spitzberger, Nicole Duplaix, Marilyn Read, Malinda Shell, Mirabelle Fernandes-Paul, Justine Gullaba.

Introductions & Welcome: Jan Spitsbergen

Leadership Team Election Results:

Co-Chairs: Michelle Kutzler and Kimberly Hannaway Japhet

Treasurer: Michelle Kutzler

Membership Officer: Jan Spitsbergen

Marketing Officer: Jana Zvibleman

Secretary: Susan Rodgers

Fall Term Graduate Student Assistant:

Justine Gullaba will be the PCOSW graduate student assistant for Fall 2011 term. She is a first-year grad student, working in Michelle's lab in the Animal Sciences department.

Subcommittee Reports:

No reports, as subcommittees did not meet during the summer. Members split into subcommittees for introductions and brainstorming at the end of the meeting.

Funding Requests: Susan Rodgers

Total budget is \$20,000; last year we spent less than half of that. We need to encourage individuals seeking funding to send in budgeting proposals in a timely manner. Proposals are capped at \$500. We need to work on building a list of past recipients of PCOSW funding, with summaries of their projects, and add it to the website.

Funding for speakers comes from a different source, and is not included in the \$20,000 figure.

1. Virginia Martin: Proposal to attend National Women's Studies Assoc. Annual Conference, November 9-13, 2011

- Asking for \$1,028
- We discussed whether funding recipients should bring information back from conferences to present to the PCSOW informally, or, in some cases, do a presentation or program that would be open to the campus community. We will rewrite application procedures for this year and vote on revision.
- All in Favor of Funding \$500: unanimous

2. Chris McDonald: Proposal to attend Two-Year College Association (Pacific Northwest) Annual Conference, Oct 7-8, 2011 to present, "Connecting Communities with Queer Texts: A Pedagogical Discussion of the First Year in Encountering LGBT Texts in the Writing Classroom".

- No discussion
- All in favor of funding the requested amount of \$140.00: unanimous

3. Sara Price: Internship in Udaipur, Rajasthan with Action Research and Training in Health, August 23, 2011 – October 24, 2011.

- No discussion
- All in favor of funding \$500: unanimous

4. Annalise Watson: Thesis research project in Haiti for ethnographic study of Haitian women's experience of childbirth following 2010 earthquake, Dates undisclosed.

- No discussion
- All in favor of funding \$500: unanimous

Bylaws Changes: Michelle

- The changes ensure that PCSOW documents are updated, with current office changes and other basic information.
- All in favor of passing bylaws: unanimous

Goals/Direction for 2011/2012 year: Kimberly

In November we will vote on topics so that we can organize speakers and events, and have sufficient time for planning.

- Last year's topics discussed:
 - Bullying
 - Mentoring
- This year's possible topics:

- Bullying: 2nd year focus
- Mentoring: possible focus for this year, especially given the large number of new faculty hires.
- Work-Life Balance: an update is needed from Becky Warner. Note: We should have a member from PCOSW on the search committee for the Work-Life Balance program position.
- Ability to bear arms on campus: Oregon is supporting students' right to bear arms on campus, which could be linked to bullying, domestic violence, and safety on campus. Discussion is to focus on overall Campus Safety to include guns, rape and violence.
- Women of Color
 - Need to work on diversity of women at OSU, and diversity in general. Will brainstorm ideas for speakers to bring to OSU.
 - Ensure that resources are available to women of color, both students and faculty. Mentoring to play a role here.

Lecture Series: Kimberly

- Possible speaker from the Educate Girls program to talk about young women dropping out of school and the consequences of this decision, as well as educating the community about resources and assistance available to girls in need.
- The Advance Grant: Contact is Susan Shaw. The Advance Grant is being deferred for this year. Discussion: bring in a speaker to lead a workshop on grant writing, to support Work-Life Balance program as well as PCOSW activities.
- Suggestions that Patricia Greg, OSU post-doc, and Michelle Obama be invited to speak on work-life balance initiative.

University Day: Michelle

- University Day went well. Michelle passed out pamphlets at the Office of Equity and Inclusion booth. Already signed up for PCOSW booth at University Day 2012; requested that our book be placed near Women's Center.
- Monday, Nov 7th, 2:30pm-4pm, Memorial Union Building, Room TBA: Commission meeting with University President. Must construct a strategy and make sure to have topics and ideas ready before meeting.

- Question a year ago: information was presented to Dean, what has been done since then?

Marissa Chappelle: Jana introduced Marissa Chappelle.

- Marissa Chappelle is an associate professor in the Department of History who is organizing a “Woman Citizen: Past, Present, and Future” program to commemorate the centennial of woman’s suffrage in Oregon. Planned events and programs include:
 - Women in Film: winter & spring 2012. Free, open to public. Women’s Studies or History credit offered to students. Six films will be presented per term. At least a dozen faculty from the College of Liberal Arts have volunteered to host films in their area of expertise, and to facilitate discussion after viewing. In the spring, the goal is to bring in women in politics to host films.
 - Women in Research: Encouraging women in research in a variety of fields by inviting women active in politics and U.S. History to assist local middle and high school teachers in constructing service learning and research projects. A blog can be followed online as well.
 - Guerilla Theater: Students will be acting in historical costumes and perform on campus and in classrooms.
 - Conference in Nov 2012: A public conference will be geared towards OSU students, staff, and community. Scholars will speak about women’s citizenship, students will present research, and women active in politics and civics will act as presenters.
- Discussion: Asked Marissa to send a general outline to PCOSW members for review.

New Business:

1. Meeting with the President: Monday, Nov 7th, 2:30-4pm, Memorial Union
2. PCOSW Meeting: Monday, Nov 14th, 1pm-2pm, Women’s Center

November 2011 PCOSW Meeting at the Women's Center on November 14, 2011

Called to order at 1:05 pm and ended at 2:03 pm

Introductions & Welcome: Jan Zvibleman

In attendance: Linda Anderson, Marriet Browers, Susan Rodgers, Nicole Duplaix, Jana Zvibleman., Michelle Kutzler, Candy Piersen-Charlton, Jennifer Almquist, Jan Spitzberger, Justine Gullaba

Summary of Meeting with the President: Jan Zvibleman

- PCOSW asked members to look over the minutes of the November 7th meeting with the President, and we will discuss during the December 12th PCOSW meeting.

Old Business: Susan Rodgers

- Motion to approve October meeting minutes (with correction on date): Passed.

Standing Committees: Michelle Kutzler

- Instead of following the standing committees as described in the by-laws, we have formed working committees (listed below). A committee to review and revise the by-laws, to reflect our actual practices, will be headed by Jana Zvibleman.
- If members do not choose a committee, they will be assigned to one.
- Standing committees: Strategic Planning & Leadership Work, Awards & Recognition, Campus Climate & Practice, Outreach & Events, Professional Development & Advancement
- Working committees:
 - **Work-Life Balance:** Michelle Kutzler
 - **Diversity, Equity & Inclusion:** Susan Rodgers
 - **PCOSW By-law revision:** Jana Zvibleman
 - **Mentoring:** Jan Spitzberger

Work-Life Balance: Michelle Kutzler

- Childcare Issues: President Ray was unaware of the issues surrounding the closure of one of the childcare centers. He will contact Dean of Student Services and investigate ways to address the needs of parents on campus.
- Tool kit: Leslie Burns is working on a WLB toolkit and has requested assistance; the committee will follow through with Leslie.

- ACE survey additions: PCOSW will add work-life balance questions to the ACE survey.

Equity & Inclusion survey: Susan Rodgers

- Equity & Inclusion survey will be drafted to distribute campus-wide in order to assess the needs of the growing multi-cultural groups at OSU.

By-Law Revision Committee: Jana Zvibleman

- Committee will review the PCOSW by-laws and mission statement, revising as necessary to better fit PCOSW as it has evolved over time. There was some discussion on the use of the word “feminist” on the website.

Mentoring and Speakers: Jan Spitzberger

- President Ray has asked PCOSW to help address the need for mentoring, possibly looking to the College of Liberal Arts’ mentoring program as a model.
- A list of possible speakers was compiled from suggestions of PCOSW members. Speakers are separated into different categories:
 - Work-life balance:
 - **Michelle Obama**
 - Candy Pierson-Charlton emailed Kate Sinner to set up a meeting to talk about bringing Mrs. Obama to OSU.
 - **Sylvia Ann Hewlett**
 - Jan Spitzberger will pursue Sylvia Ann Hewlett, an economist who has written about how economic factors affect American families. She is the author of *A Lesser Life: The Myth of Women’s Liberation in America*.
 - Mentoring:
 - **Kerry Karukstis**
 - Jan will look into bringing Karukstis, who focuses on the advancement of women in science and engineering but has presented and published broadly about mentoring as well.
 - Diversity, Equity & Inclusion:

- Angelo Gomez sent us suggestions for possible speakers on diversity, including:
 - **Daryl G. Smith**, author of *Diversity's Promise for Higher Education*
 - **Catherine Hill** or **Holly Kearl**, focusing on sexual harassment among 7th-12th graders
 - **bell hooks**, poet and activist. Susan Rodgers & Mirabelle Fernandes Paul will look into speaking fee and schedule.
- Michelle Kutzler:
 - PCOSW has money for 3 speakers per year, so we might aim for one speaker in early winter, one in late winter and one in spring. President Ray supports our efforts to find great speakers, and encouraged us to speak with him if we find a speaker out of our price range.

Oregon Women & Higher education (OWHE) Conference: Michelle Kutzler

- PCOSW will reimburse for 10 registrations to attend the OWHE conference, which includes all students (undergraduate and graduate), faculty and staff that are interested.
- OWHE Conference is January 27, 2012 at Portland State University, Portland, OR. Information can be found at <http://owhenet.jigsy.com/annual-conference> .
- PCOSW will randomly select those to attend based on their interest. Email graduate assistant, Justine Gullaba, at gullabaj@onid.orst.edu by Nov. 30, 2011 and selected members will be notified by email by Dec 1, 2011.

Report from PCOSW grant recipient: Chris McDonald

- Chris McDonald, graduate student in the English Department and a composition assistant to first year GTAs, received a PCOSW grant to attend the 2-year College Association Academic Conference in Yakima, WA. Chris's presentation was titled "Connecting Communities with Queer Texts: A Pedagogical Discussion of the First-Year Experience in Encountering LGBT Texts in the Writing Classroom."
- Chris expressed his thanks for the professional development opportunity to connect with other teachers in the northwest and discuss the teaching of queer texts.

New Business: PCOSW Meeting: Monday, Dec 12th at 1pm-2pm, Withycombe Conference Room #201

December 2011 PCOSW Meeting

Harvey Conference Room

December 12, 2011

Called to order at 1:00 pm and ended at 2:05 pm

Introductions & Welcome: Kimberly Japhet

In attendance: Linda Anderson, Susan Rodgers, Nicole Duplaix, Jana Zvibleman, Michelle Kutzler, Candy Piersen-Charlton, Jennifer Almquist, Jan Spitsbergen, Justine Gullaba, Angelo Gomez, Brooke Peneluna, Amy Davila-Klautzsch, Kimberly Japhet, Malinda Shell, Mariette Brouwers

Announcements: Michelle Kutzler

- Ombudsman Selected: Sue Theiss has been hired to fill the new ombuds position, and will begin on February 13, 2012. Her office may be in Waldo Hall (the location should be both private and centrally located). PCOSW members gave some background: the ombuds reports to President Ray; the ombuds is a neutral party to whom employees may bring their concerns, and the ombuds has no obligation to report what she is told; the ombuds helps by making referrals or mediating conflict; the ombuds also tracks trends and can suggest systemic changes to the institution, as well as providing instruction in conflict mediation. PCOSW will invite Sue Theiss to the PCOSW meeting in March.
 - PCOSW Blackboard Discussion thread will be posted by Kimberly – please post any questions you would like to ask Sue Theiss.
- Equity Specialist position opening: The search is open for an Equity Specialist in the Office of Equity and Inclusion. This person will handle grievances, investigate complaints of discrimination, and promote equal opportunity on campus. The applicants must have extensive knowledge of Americans with Disabilities Act, good conflict resolution skills and a background in investigating discrimination complaints.
- OSU has hired 28 women out of a total of 80 new faculty.
 - Anne Gilles (Equity and Inclusion) has done some analysis of the new hires—how OSU is doing in comparison to availability of women within each discipline. We will invite Anne to the January PCOSW meeting to report some of her findings and answer questions.
 - Jana Zvibleman & Justine will write letters to the new female faculty to welcome them to the university and introduce them to the PCOSW.

Old Business: Michelle Kutzler

- Oregon Women in Higher Education (OWHE) Conference is January 27, 2012 at Portland State University, Portland, OR. The registration fee is \$100 (\$50 for

students). Registrations will be accepted by January 13, 2012. The conference registration fee includes a one-year membership in OWHE as an organization. Information can be found at <http://owhenet.jigsy.com/annual-conference> .

- Applicants sent a letter of interest to Justine by Nov. 30, 2011 and were randomly selected on Dec. 1, 2011. The following attendees will be reimbursed by PCOSW for their registration to the conference: Michelle Kutzler, Leah Houtman, Sarah Al-Sheikhly, Mirabelle Fernandes-Paul.
- Updates on Speakers:
 - Work-life balance:
 - **Michelle Obama – Candy Pierson-Charlton & Jana Zvibleman**
 - Kate Sinner, federal government representative for OSU, will write an official letter of invitation to Mrs. Obama to speak about Work-Life Balance issues.
 - **Sylvia Ann Hewlett – Jan Spitsbergen**
 - Hewlett is an economist who writes about women and family issues in the workplace. It was suggested that Hewlett would give a public lecture plus offer one or more workshops on WLB or mentoring. Jan is following up on Hewlett.
 - Mentoring:
 - **Sue Rosser – Susan Shaw**
 - Sue Rosser is the Provost at San Francisco University and Principal Investigator on a multi-million dollar NSF ADVANCE (Increasing the Participation and Advancement of Women in Academic Science and Engineering Careers) grant. Rosser was asked to speak about mentoring of women in STEM fields, and she has tentatively agreed to come. She would give a university-wide lecture as well as lead a workshop on grant writing for faculty.
 - **Kerry Karukstis – Jan Spitsbergen**
 - Karukstis hasn't been pursued as a speaker, since Rosser's name was put forward.
 - Diversity, Equity & Inclusion:
 - **Daryl G. Smith - Jennifer Almquist**
 - Daryl will visit campus in February for 1 - 2 days. She is the author of the book *Diversity's Promise for Higher Education*.

She will give a public lecture as well as speaking to smaller groups.

- **bell hooks– Susan Rodgers & Mirabelle Fernandes-Paul**
 - Mirabelle has sent a letter of inquiry to the poet and activist bell hooks's agent and is currently waiting to hear back. A follow-up inquiry will be made.

Funding Requests: Michelle Kutzler

- Bonnie Ruder, Master's student in Ant Anthropology and Public Health: Uganda field study on obstetric fistula.
 - Total budget: \$4,042. Request from PCOSW: \$500
 - All in Favor of Funding \$500: unanimous
- Matt Hagan: Asking for funding to attend New Bodies Conference and present paper on the body image in the work of author Jamaica Kincaid.
 - Total requested: \$950 and asked PCOSW for \$500
 - After some discussion, funding for \$500 passed.

Committee Updates: Michelle Kutzler

Committee assignments were passed out and will also be emailed by Michelle. Those who did not sign up for a committee were assigned one.

PCOSW Stationery: Kimberly Japhet

Send your PCOSW ideas and thoughts to Kimberly to share how you have said thank you to individuals on campus working on behalf of women.

New Business:

PCOSW Meeting: Monday, January 9th at 1pm-2pm, Women's Center

January 2012 PCOSW Meeting

Women's Resource Center

January 9, 2012

In attendance: Michelle Kutzler, Susan Rodgers, Jan Spitsbergen, Jana Zvibleman, Mirabelle Fernandes Paul, Kate Peterson, Mariette Brouwers, Jennifer Almquist, Hillary Egna, Stephanie Duckett, Anne Gillies, Susana Rivera-Mills, Christine Olsen, Linda Anderson, Kimberly Hannaway (via conference call)

Called to order at 1:00 and adjourned at 2:00.

December minutes approved.

Introductions and welcome: Jana Zvibleman

Announcements: Michelle Kutzler

- Deadline to register for OWHE is January 12th.
- MLK activities are in the Barometer and in OSU Today.
- PCOSW University Professional Development Award: We need to promote this award more effectively than last year (we had no recipient). Jana has submitted the announcement to OSU Today; we will post it more prominently on our website. Anne Gillies suggested we include it in the Faculty Senate agenda. Jana will send an announcement to Becky Warner's office and to Human Resources.
- Daryl Smith, author of Diversity's Promise for Higher Education, will be coming to campus February 16th and 17th. More details below.
- Bring your nominations for the PCOSW leadership team for next year to our February meeting.
- Jana is putting together a welcome letter to send to newly hired (2011-12) women faculty and staff. Our student worker was involved in this project, but her employment ended in December; we don't have a student worker at present. We discussed the need for a worker (past responsibilities have included taking minutes; working on a comparison between OSU and other institutions on gender equity issues; managing the PCOSW library archives. The worker should possess good office skills, attention to detail, editing skills. Mirabelle can advertise the position on the Women's Resource Center website; Jennifer Almquist volunteered her office to supervise the student.

Daryl Smith lecture:

- Smith's public lecture will be on February 16th in the evening.
- She will meet with 2-3 smaller groups on February 17th, including the self-study team, PCOSW members, and possibly the Provost's Council and the President's Cabinet.

Sylvia Ann Hewlett:

- Jan Spitsbergen continues to work on bringing Hewlett to campus, to give a lecture and meet with faculty and administrators. Hewlett is an economist who writes about women and family issues in the workplace. She would give a public lecture plus offer one or more workshops on WLB or mentoring. Jan will forward information on Hewlett to the President, Provost and the Office of Equity and Inclusion, to inquire about funding Hewlett's campus visit.

Stephanie Duckett on childcare at OSU:

- Stephanie presented information on the childcare situation.
- Two sites currently provide childcare to OSU community.
- Every five years, CCLC (Children's Creative Learning Centers—the organization that runs Kindercare) and CCCC (Corvallis Community Children's Center) submit bids for providing childcare.
- CCCC missed the deadline for submitting a bid.
- Childcare will continue to be offered at both sites, but fees will have to be raised. Growing Oaks will move to an offsite location. In terms of fees, the facility has gone from a three-tiered system to a single fee for students, faculty, and community members.
- For the next five years, the fee will remain consistent with the CPIU (Consumer's Price Index-Urban); tuition can only be raised up to 3%.
- 2015: a new family center will be built. Funding will come from student building-fee dollars.
- PCOSW can help by advocating to administration that everyone should have access to the new family center, not just students.

Anne Gillies: Update on new hires at OSU and Equity Specialist Search

- Anne spoke about the search advocates, required for Provost Initiative hires (for tenure-track positions).
- For information on hires, please see "Class of 2011" pdf on the PCOSW website.
- Additional information provided by Anne (context for the pdf):
 - One male was hired in the College of Science through a waiver of search as part of a dual-career couple; his wife would not accept our offer without a tenure-track position for her husband.
 - Two females were hired in the College of Liberal Arts through waiver of search.

- Incidentally, since these hires were published, one female was hired later last fall in the College of Earth, Oceanic and Atmospheric Sciences through wavier of search.
- Equity Specialist Search: screening of applications continues

Anti-Bullying Initiative Task Force:

- Jana has emailed and telephoned task force members but received no reply.

Funding Request: White Privilege Conference

- Jennifer Almquist: The Office of Equity and Inclusion is helping to fund attendees (ten students).
- Jana moved that PCOSW approve \$500 funding; Michelle seconded. The motion passed unanimously.

Treasurer's report: Michelle Kutzler

- Year to date expenses: \$5,104; \$15,410 remaining.

Michelle Obama:

- Candy Piersen-Charlton is unable to continue working on the invitation to Michelle Obama to speak on campus; Jana requested help drafting the letter.
- Hillary Egna volunteered.

Next meeting: Monday, February 13, 2012, Women's Center.

February 2012 PCOSW Meeting

Women's Resource Center

February 13, 2012

1:00-2:00 p.m.

In attendance: Brooke Penaluna, Michelle Kutzler, Susan Rodgers, Mary Samuel, Jan Spitsbergen, Katelyn Banta, Jana Zvibleman, Kimberly Japhet, Angie Baxter (proxy for Meleani Bates), Mariette Brouwers, Angelo Gomez, Marilyn Read, Susan Shaw

1. Introductions: Michelle
2. Old business: Susan
 - a. January minutes were approved. No one opposed.
 - b. OWHE recap: Michelle. Michelle, Mirabelle and Women's Center students attended OWHE (PCOSW paid for their registrations). Becky Warner and members of the DEI office also attended. Michelle reported some highlights: her favorite lecturer was on ethics, and spoke about holding people accountable, e.g., making student learners accountable for their own education.
 - c. Letters to new faculty members: Kimberly sent a letter/PCOSW invitation to 28 faculty women. She is looking into ways to identify women who are new to campus but not tenure-track faculty. She will attempt to track down names and contacts to invite to March meeting. We hope to help smooth the way for these new members of the OSU community as they transition into their new positions.
3. Announcements: Jan
 - a. Leadership team nominations: email Michelle with your nominations. Leadership team serves for two years (three years for general membership, two for the Leadership Team.) If you're interested in serving let us know.
 - b. Jana is working on by-laws revisions. Email her if you have ideas.
 - c. Sex trafficking conference is being held February 16-19. Susan Shaw is in charge of the conference.
 - d. The School for Language, Culture and Society is holding on-campus interviews for a new tenure-track position in queer studies. The job talks are Feb 16 & March 1st.
4. Mary Samuel, from the Research Office, attended the meeting to discuss barriers that staff members at OSU are facing as they attempt to reach their academic potential (earning undergraduate degrees). She is especially concerned about classified staff who want to finish their education but don't get support. Staff members need flexibility in their work schedules, and

some have encountered the attitude from supervisors that the Staff Fee Program is not for classified employees. In addition, the Staff Fee Program only applies to in-person classes, and not to online classes, which staff members could presumably pursue on their own time. Mary outlined some reasons why encouraging staff to complete their undergraduate degrees would benefit the institution:

- Supervisors can distinguish among employees, and give more responsibilities to those with degrees
- Employees will be motivated to advance in their positions
- Studies show that there are connections between health and income
- The Staff Fee Program is consistent with the land grant mission
- OSU has a social responsibility to increase intellectual and cultural opportunities for the entire OSU community

Discussion: There is a need to change the cultural norm, and educate the community and campus about this problem. Administrators need to establish a policy. The issue falls perhaps under the mentoring umbrella (extending mentoring to non-tenure track faculty and staff). It was suggested that Mary get more information. How much is the problem one of cultural attitude, and how much is it a policy issue? Does the Union have a position on this issue?

5. New business: Jana

a. UPD Award Selection Committee: Need at least 2 volunteers

- Kimberly: The \$500 award is for someone who encourages professional development. This year we have received only one or two nominees (the deadline has passed). The award guidelines need to be clarified. Kimberly welcomed input on the current nominations (if membership would like to read applications, in the next month) or if they would like to suggest a different kind of award, e.g. an award for someone who is doing Best Practices on campus.

b. President & Provost Series Speakers: Jan

- (DEI) Daryl Smith on February 16-17: Susan & Angelo. Smith will give a public lecture on Feb 16th and meet with smaller groups, including higher administration, and members of PCOSW and members of other campus organizations and offices on the 17th (2:00, MU 213). Smith's focus is on issues of identity as they connect to equity, inclusion and diversity. Her visit comes right before open forums that the Office of Equity and Inclusion is holding the last week of February.
- (Mentoring) Sue Rosser, provost of San Francisco State University: Susan Shaw. Rosser bridges science and

women's studies, and is coming to campus on April 30. Her visit will include a public lecture, meetings with the PI team and the advisory board for the NSF Advance program, and a workshop for STEM women. Susan will forward the information on locations, etc. Susan was on the NSF panel review in January; it's a 2-year grant cycle. The team will submit a grant in 2013.

- (WLB) Rachel Connelly on May 23: Brooke Petulana. Brooke has identified a potential speaker, Rachel Connelly from Bowdoin College, chair of the Department of Economics and author of the book *Professor Mommy*. Her research focuses on issues related to working mothers. She would conduct workshops in the morning and give a public lecture at night. She is also available to meet with administrators about university-wide policies. The consensus of the group was for Brooke to continue pursuing Connelly.
 - (Mentoring) Sylvia Ann Hewlett update: Jan. Hewlett will come in October.
 - (WLB) Michelle Obama update: Jana. Official invitation we drafted that government relations person will send out hasn't gone out yet; the President, Vice President and First lady are apparently making a trip to Oregon, so it's possible she will come to OSU.
- c. Treasurer report: Michelle. We still have \$13,914. Email Kimberly ideas on spending some of this money.
- d. Funding proposals: Jana
- Toni Dondero and Katelyn Banta: proposal is to attend the Women as Global Leaders Conference March 13-15 in Abu Dhabi. Funding proposal is for attendance fees, which are \$2000 per student. Katelyn will be going earlier to do research on medical anthropology. Women's Studies and the Office of Equity and inclusion have given support. Mariette moved that we support both proposals and Michelle seconded. Proposal passed.
 - Haley Larsen: English Department. Proposal is to attend the Popular Culture conference. \$200 request. Michelle moved to fund. Kimberly seconded. Proposal passed.
- e. Subcommittee reports: Meeting ran late, so we did not give updates on subcommittees' work.

The next meeting will be Monday, March 12, 2012, in the Women's Resource Center.

Respectfully submitted, Susan Rodgers

March 2012 PCOSW Meeting

Women's Resource Center

April 9, 2012

1:00-2:00 p.m.

1. In attendance: Susan Rodgers, Mary Samuel, Jan Spitsbergen, Mariette Brouwers, Jennifer Almquist, Susana Rivera-Mills, Nicole Duplaix, Jan Spitsbergen, Shandin Rickard, Marilyn Read, Sarah McConnel, Mirabelle Fernandes-Paul, Kimberly Japhet, Michelle Kutzler
2. Introductions: Kimberly
3. Announcements: Jan
 - a. Marilyn Read: OSU Women's Network is sponsoring a workshop on office makeovers by interior design specialist and PCOSW member Marilyn Read, from noon to 1 p.m. April 19th, in Willamette East/West in the Valley Library. Marilyn studies color and space in the environment, and how they affect the way we experience work.
 - b. PCOSW award on professional development. We received one nomination, to be forwarded to Vicki Nunemaker. We don't get many nominations so we should re-examine the award guidelines. If you have input on the kind of award we should give, either refining the professional development award or coming up with something else, please let the leadership team know. The award is for \$500.
 - c. Abusive Communication in Relationships: Power and Control. Two talks hosted by Women's Center, April 13th and April 20, 11:30-1:00.
 - d. Sexual Assault Awareness month. Monday, April 16: Take Back the Night march, MU quad, 7:00.
 - e. A three-day workshop, April 9-11, will be held as part of the ADVANCE training program. Laura Huenneke, vice president for research at Northern Arizona University, will give the keynote address: "Degrees of Freedom: The Seemingly Random Walk of an Academic Ecologist's Career path," Tuesday, April 10, from 7-9 p.m. in the auditorium of OSU's Linus Pauling Science Center.
 - f. On April 30th, Sue Rosser will give a lecture on the ADVANCE program and will meet with the ADVANCE advisory board on NSF career advancement programs. Workshop 12-2:00, and public lecture 3:00 in the MU Journey Room.
 - g. Rachel Connelly, on May 23, will be the last of our speakers for the spring term. Connelly will speak on work/life balance. Workshop from 9-11:00, meeting with PCOSW and other groups from 11-1:30 (location TBD). 6:30-7:00 reception at LaSells prior to 7:30 lecture. There will be on-site child care for the lecture, thanks to the efforts of Brooke Penaluna.
 - h. Michelle Obama will be the keynote speaker at Commencement.

- i. Mirabelle: Women's Resource Fair will bring together the various offices on campus that empower or support women. Women's Studies will have a table, as well as PCOSW, Women & Minorities in Engineering, etc. May 9th, 10:30-2:30 MU 109. The Women's Center will also sponsor the Women of Achievement and Herstory Awards, May 9th, 3:30-5:00, MU Lounge. The Women's Center is selecting one or two initiatives to focus on, as opposed to the general information session of past years.
 - j. Sponsored by Women in Science and Women in Policy, the discussion on "Breaking down the wall: communication at the interface of environmental policy and science" will take place April 25, 6-7:30, in MU 109.
 - k. The Office of Equity and Inclusion has hired two new Equity Associates, Richard Fields and Scott Etherton. (From Angelo Gomez: "As Equity Associates, Richard and Scott will respond to complaints of discrimination and harassment, working with employees requesting accommodation under the Americans with Disabilities Act, providing educational programming, and engaging in a variety of community-building initiatives.")
4. Old business
- a. Approval of the minutes: Susan. March minutes approved.
 - b. Marketing update: Michelle. PCOSW FB page: please "Like" us! "Friend" us! Visit us! Discussion of PR. Two suggestions from Jennifer on FB use: when Office of E&I "likes" other organizations, they ask those organizations to "like" them back. Also: keep updating the FB page on a daily basis, so people know to keep coming back.
 - c. Bullying Policy updated: Kimberly talked with Angelo about progress on the white paper. Kimberly is gathering information and working with Sue Theiss, whose Master's degree work was on bullying. They have drawn up over half of what they need to do. (Discussion on the "freedom of speech" claims: Bullying is defined as a repeated behavior, not a one time thing.) Kimberly hopes to have the report to the committee by end of April. We will send that information along to the President.
5. New business
- a. Leadership team elections. Michelle and Kimberly are completing their PCOSW term, and will be off PCOSW next year. Susan will be stepping off the leadership team, but will remain a member. We need nominations for additional leadership team members, to work with Jana and Jan, who will remain on the LT. Ex-officio members can be part of the LT. Mirabelle has offered to serve. Mirabelle suggested that we sent out an announcement to the assistant professor list to solicit new members/LT members. We will probably do elections by email. Michelle recommends that the outgoing LT meet with the incoming LT to assist with the transition, go through bookkeeping, etc.

- b. CUWFA conference: Kimberly. CUWFA (College and University Work/Family Association) conference this year is on "Re-inventing Work/Life: Succeeding in the Next Era." PCOSW has money budgeted to send interested people to the conference. May 16-18, Ann Arbor Michigan. \$3000 set aside for travel and stay. Grad students or undergrads could go.
- c. Treasurer report: Michelle. Of \$22,500...we've spent \$6600. The money doesn't roll over to the next fiscal year. After June 30, LT will put in a budget for the next fiscal year. How can we spend more of the remaining funds? Discussion: Raise the amount we award for grants, perhaps "up to \$2500," twice a year. Marisa Chappell's film series: see if she needs money. We could hire someone to finish writing the bullying white paper. It's possible to allocate "x" amount of dollars for future events, conference registrations, etc.
- d. Confidence Conference Planning Committee: Sarah McConnel, SisterScholars Program Coordinator. Sarah distributed copies of the budget for Confidence Conference. Started last year by sorority women to help develop and enhance confidence. The conference will take place on campus April 23-27th. Keynote speaker is Representative Sara Gelser. Gelser, an OSU graduate in Women's Studies, will talk about building confidence in male-dominated field. Michelle moved to fund \$600. Kimberly seconded. Motion passed.

Next meeting: Monday, May 14th, 1:00-2:00, Women's Resource Center.

April 2012 PCOSW Meeting

Women's Resource Center

April 9, 2012

1:00-2:00 p.m.

1. In attendance: Susan Rodgers, Mary Samuel, Jan Spitsbergen, Mariette Brouwers, Jennifer Almquist, Susana Rivera-Mills, Nicole Duplaix, Jan Spitsbergen, Shandin Rickard, Marilyn Read, Sarah McConnel, Mirabelle Fernandes-Paul, Kimberly Japhet, Michelle Kutzler
2. Introductions: Kimberly
3. Announcements: Jan
 - a. Marilyn Read: OSU Women's Network is sponsoring a workshop on office makeovers by interior design specialist and PCOSW member Marilyn Read, from noon to 1 p.m. April 19th, in Willamette East/West in the Valley Library. Marilyn studies color and space in the environment, and how they affect the way we experience work.
 - b. PCOSW award on professional development. We received one nomination, to be forwarded to Vicki Nunemaker. We don't get many nominations so we should re-examine the award guidelines. If you have input on the kind of award we should give, either refining the professional development award or coming up with something else, please let the leadership team know. The award is for \$500.
 - c. Abusive Communication in Relationships: Power and Control. Two talks hosted by Women's Center, April 13th and April 20, 11:30-1:00.
 - d. Sexual Assault Awareness month. Monday, April 16: Take Back the Night march, MU quad, 7:00.
 - e. A three-day workshop, April 9-11, will be held as part of the ADVANCE training program. Laura Huenneke, vice president for research at Northern Arizona University, will give the keynote address: "Degrees of Freedom: The Seemingly Random Walk of an Academic Ecologist's Career path," Tuesday, April 10, from 7-9 p.m. in the auditorium of OSU's Linus Pauling Science Center.
 - f. On April 30th, Sue Rosser will give a lecture on the ADVANCE program and will meet with the ADVANCE advisory board on NSF career advancement programs. Workshop 12-2:00, and public lecture 3:00 in the MU Journey Room.
 - g. Rachel Connelly, on May 23, will be the last of our speakers for the spring term. Connelly will speak on work/life balance. Workshop from 9-11:00, meeting with PCOSW and other groups from 11-1:30 (location TBD). 6:30-7:00 reception at LaSells prior to 7:30 lecture. There will be on-site child care for the lecture, thanks to the efforts of Brooke Penaluna.
 - h. Michelle Obama will be the keynote speaker at Commencement.

- i. Mirabelle: Women's Resource Fair will bring together the various offices on campus that empower or support women. Women's Studies will have a table, as well as PCOSW, Women & Minorities in Engineering, etc. May 9th, 10:30-2:30 MU 109. The Women's Center will also sponsor the Women of Achievement and Herstory Awards, May 9th, 3:30-5:00, MU Lounge. The Women's Center is selecting one or two initiatives to focus on, as opposed to the general information session of past years.
 - j. Sponsored by Women in Science and Women in Policy, the discussion on "Breaking down the wall: communication at the interface of environmental policy and science" will take place April 25, 6-7:30, in MU 109.
 - k. The Office of Equity and Inclusion has hired two new Equity Associates, Richard Fields and Scott Etherton. (From Angelo Gomez: "As Equity Associates, Richard and Scott will respond to complaints of discrimination and harassment, working with employees requesting accommodation under the Americans with Disabilities Act, providing educational programming, and engaging in a variety of community-building initiatives.")
4. Old business
- a. Approval of the minutes: Susan. March minutes approved.
 - b. Marketing update: Michelle. PCOSW FB page: please "Like" us! "Friend" us! Visit us! Discussion of PR. Two suggestions from Jennifer on FB use: when Office of E&I "likes" other organizations, they ask those organizations to "like" them back. Also: keep updating the FB page on a daily basis, so people know to keep coming back.
 - c. Bullying Policy updated: Kimberly talked with Angelo about progress on the white paper. Kimberly is gathering information and working with Sue Theiss, whose Master's degree work was on bullying. They have drawn up over half of what they need to do. (Discussion on the "freedom of speech" claims: Bullying is defined as a repeated behavior, not a one time thing.) Kimberly hopes to have the report to the committee by end of April. We will send that information along to the President.
5. New business
- a. Leadership team elections. Michelle and Kimberly are completing their PCOSW term, and will be off PCOSW next year. Susan will be stepping off the leadership team, but will remain a member. We need nominations for additional leadership team members, to work with Jana and Jan, who will remain on the LT. Ex-officio members can be part of the LT. Mirabelle has offered to serve. Mirabelle suggested that we sent out an announcement to the assistant professor list to solicit new members/LT members. We will probably do elections by email. Michelle recommends that the outgoing LT meet with the incoming LT to assist with the transition, go through bookkeeping, etc.

- b. CUWFA conference: Kimberly. CUWFA (College and University Work/Family Association) conference this year is on "Re-inventing Work/Life: Succeeding in the Next Era." PCOSW has money budgeted to send interested people to the conference. May 16-18, Ann Arbor Michigan. \$3000 set aside for travel and stay. Grad students or undergrads could go.
- c. Treasurer report: Michelle. Of \$22,500...we've spent \$6600. The money doesn't roll over to the next fiscal year. After June 30, LT will put in a budget for the next fiscal year. How can we spend more of the remaining funds? Discussion: Raise the amount we award for grants, perhaps "up to \$2500," twice a year. Marisa Chappell's film series: see if she needs money. We could hire someone to finish writing the bullying white paper. It's possible to allocate "x" amount of dollars for future events, conference registrations, etc.
- d. Confidence Conference Planning Committee: Sarah McConnel, SisterScholars Program Coordinator. Sarah distributed copies of the budget for Confidence Conference. Started last year by sorority women to help develop and enhance confidence. The conference will take place on campus April 23-27th. Keynote speaker is Representative Sara Gelser. Gelser, an OSU graduate in Women's Studies, will talk about building confidence in male-dominated field. Michelle moved to fund \$600. Kimberly seconded. Motion passed.

Next meeting: Monday, May 14th, 1:00-2:00, Women's Resource Center.

May 2012 PCOSW Meeting

Women's Resource Center

May 14, 2012

1:00-2:00 p.m.

1. In attendance: Michelle Kutzler, Susan Rodgers, Jan Spitsbergen, Jana Zviebelman, LeAnn Adam and Shandin Rickard from IDEA (International Degree and Education Abroad), Mary Samuel, Mariette Brouwers, Malinda Shell, Angelo Gomez, Candy Pierson-Charlton, Hillary Egna
2. Introductions
3. Announcements: Michelle. Rachel Connelly, on May 23, will be the last of our speakers for the spring term. Connelly will speak on work/life balance. She'll be giving two workshops: "Doing it All: Academic Success and Parenting," in FSL 20A, from 9-11:00 a.m., and "Know Yourself, then Make it Work," from 2-4:00, FSL 20A. Public lecture at LaSells, 7:30. 6:30-7:00 reception prior to lecture. On-site child care will be provided. Michelle passed out fliers for Commission members to distribute and post.
4. PCOSW Education Abroad Scholarships: LeAnn Adam and Shandin Rickard from IDEA (International Degree and Education Abroad) presented their proposal for the PCOSW Education Abroad Scholarships.
 - a. The scholarships would be made available to students who are studying gender issues (e.g.,maternity in developing countries) and other issues that align with PCOSW's mission. The scholarships would be awarded to students from underrepresented groups.
 - b. Proposed scholarship amount for students going abroad this summer/fall: \$7000.
 - c. IDEA has a limited budget. \$6500 in their budget for scholarships, and (in the current application cycle) they have received 111 applications. Students are awarded a maximum of \$1000 (awards are usually for \$500), unless they apply for national scholarships like Gilman (awards up to \$8000). Scholarships administered internally are need-based; Gilman also is for students underrepresented in study abroad populations.
 - d. The proposal includes a service component. Students will perform service w/in a designated time following their return to OSU. Students might be interviewed and filmed about their study abroad experiences; the films can be posted on IDEA and PCOSW websites. Students could keep a blog while abroad, and we could post links to websites.
 - e. PCOSW would be represented on the review committee/selection of students. Main push: funding is needed for students going abroad this summer and fall.

- f. IDEA would like to see the Education Abroad Scholarships as an ongoing partnership between PCOSW and IDEA (with the understanding that budget situations change).
 - g. Michelle: study abroad represents an area of synergism that President Ray has said he'd like PCOSW to be part of.
 - h. Hillary: problem of outsourcing study abroad programs to third parties. Will the money go to a cost effective program?
 - Sunil Khanna, Associate Provost for International Programs, is conducting an audit on study abroad programs. Third party providers are just one option. Sunil is encouraging IDEA to explore other options for students.
 - IDEA is working with OSU faculty to develop their own programs; enhancing the university to university relationships that we already have; and increasing the number of universities we might work with. While third-party programs are just one among several options, we should remember that OSU has been working with these third parties for many years.
 - Discussion on whether we should have information from Sunil's audit prior to voting on the proposal.
 - i. Michelle: how about voting on the proposal for this summer and fall, then reassessing the proposal post-audit?
 - Vote taken in two parts: If the funds can be transferred administratively from PCOSW to IDEA prior to the end of this fiscal year: Motion passed.
 - If money can't be transferred, we fund the proposal out of next year's budget: 5 in favor, 1 opposed.
 - j. Kandy recommended Women's Giving Circle as another source for scholarships.
5. Other funding proposal: Marisa Chappell's proposal. Difficult to figure out from proposal how much money is needed. Event is happening in November, so money would be coming out of next year's budget. Need clarification on exact amount before voting. Susan will contact Marisa for more information.
6. Michelle: Annual Report with appendices. We need something finalized by June meeting.
- a. We need to be sure that all stakeholders weigh in on what we say and what we recommend before we submit the report to President Ray. Michelle suggested that we complete a draft of the report by May 28th and send it out to stakeholders, who will have two weeks to give us input.
 - b. There are areas in the report that still need fleshing out, e.g. childcare (page 4). Other areas: funding proposal—Susan will edit and streamline this information.
 - c. Appendix A: Work Life Balance Tool kit for University Administrators (Office of Academic Affairs). This project was recommended two years ago to President Ray by PCOSW. Office of Academic Affairs

provided a grad student to go over survey that the Office of Academic Affairs administered last fall. Becky Warner has incorporated additional information and will unveil the Tool Kit in the fall.

- d. Appendix B: Institutional comparisons (from the Office of Equity and Inclusion). We need a narrative explaining the information in the table. Angelo Gomez: the self-study group has a 7-page narrative analyzing the data and recommending best practices; Angelo approved the use of that document as Appendix B.
 - Discussion on the “diversity training program with certification” as one of the recommendations. Is Office of Equity and Inclusion okay with this recommendation? Angelo: hesitant about designating one single class on diversity training. Problem of naming only diversity and not equity and inclusion.
 - Malinda: We can explore possibilities of a diversity training program—doesn’t have to be offered through Angelo’s office; could be offered through Center for Teaching and Learning, for example. DPD as a model.
- e. Additional pieces to add to the annual report: our meeting with president. Chairs and Deans tool kit: follow up and see whether they’ve been using tool kit.
- f. As individuals work on different pieces of the annual report, please save the Track Changes Document with your initials in the document name, then email to Michelle.

Next meeting—last of the year—June 11th, Women’s Center, 1:00.