

Members Present:

Nicole Duplaix, Brooke Kaye, Todd Cross, Kelly Chandler, Brittany Nefcy, Paula Matano, Urmila Mali, Grace Atebe, Robyn Pease, Cari Maes, Kim Hack

**Apologies are in order: Somehow our room reservation was overridden for SEC 354 and we met in the SEC Lounge space as a last-resort. Thanks to those present for rolling with the disruption. We were unable to use WebEx for this meeting since we lost the room.

Final Reports:

Cari handed out the templates for the final report. Subcommittees are charged with writing/compiling the information to reflect their work this year. Co-conveners should take the lead in starting the process. Members can find the template attached to the minutes and can look at reports from prior years to get a sense of the tone and contents of the final reports here: <https://leadership.oregonstate.edu/pcosw/bylaws-annual-reports-meeting-minutes>

We talked about the need to be bold and signal towards action!!!, rather than just describe issues. If there is something specific we want to follow up on, we need to ask for that follow up. Robyn brought up the need to include other campuses to speak to the issues beyond just Corvallis (for example, child care needs)

Elections:

Cari handed out the list of available, electable positions and their descriptions. Kelly, Cari, and Brittany shared their experiences with the workload and main responsibilities involved in the membership, co-chair, and treasurer positions respectively. **Please contact** current officers if you would like to know more about the positions. Brittany Nefcy has said she would like to continue as Treasurer, but it is still open if someone else would like to run as well.

We noted that we also have positions for a Web Officer and Public Relations Officer that we have not been able to fill for the last few years. These are also positions open if anyone wants to self-nominate.

Please email Cari or Whitney if you are interested in holding a position and would like your name on the ballot. We will discuss the election process in April and finalize the ballot count in May. New officers will be announced at the June meeting.

Please consider running. It is a great service opportunity, a chance to make alliances with administrators and other campus stakeholders, and a way to shape the commission and its work.

Budget Update:

Scholarships and Awards allocated \$4,200 in the Winter Term application cycle

They may do another round of applications if they have a remainder (they have about 1500 now)

Speaker Series has a number of events in the next few weeks. They have about 3300 left in their unallocated funds.

International Women's Day "fashion show" – 3/8/19 (\$1,500)

Ming Candady – 3/8/19 (\$1,000)

Adrienne Maree Brown – 4/19/19 (\$1,000)

Dr. Melissa Bird – 4/25/19 (\$2,000)

Khaled Beydoun – 5/4/19 (\$1,000)

Dr. Laura Pulido – date uncertain-listed as Spring '19 (\$500)

Make sure to come out for Take Back the Night on April 25

Speaker Adrienne Maree Brown on April 19

Subcommittee Updates:

Work-Life Fit

Met last week and voted to rename their committee Work Life Fit (to get at the problems associated with 'fitting' these two roles together)

They brainstormed what should go in their final report. Made a list of orgs and campus stakeholders who are working on Work-Life issues around campus in order to see strategic partnerships "who is working on what now?" and possibly build bridges. Discussed how paid parental leave was implemented but not well-advertised. Kelly is getting with folks from Family Forward to see if there are overlaps in their work. Will also follow up with Faculty Union rep to better understand their bargaining platform around leave and childcare.

Professional Development

Meeting next week to further narrow down their ideas and what to pursue. Discussed the need for some sort of toolkit or guiding document to use in discussions about what opportunities and resources employees can access in their current positions.

Pay Equity

Diana sent out an email and wants folks to contact her to set up a meeting. Brooke is looking into some inequities in hiring temp workers and will bring it to the group.

Other topics discussed:

Breaking Barriers

Call for folks to serve on an ad hoc awards committee. Meeting tomorrow at 9am, email Brittany for details. If you can't make the meeting and still want to serve on the awards committee, email Cari or Whitney. The tasks will include crafting the call for nominees and evaluating the applications.

University Day Mentoring Award

We need a committee of folks to steward the nomination call and process and to evaluate the nominees. This work needs to be done in Spring term. Please let Cari or Whitney know if you'd like to serve. This is an excellent opportunity for folks who feel like they haven't been as involved this year. The work will be/could be virtual (over email or Canvas)

Description:

UNIVERSITY MENTORING AND PROFESSIONAL DEVELOPMENT AWARD

This award, presented each September at University Day, recognizes any classified, professional faculty, or faculty member who excels in mentoring, supporting, and encouraging OSU employees, especially women and those from under-represented groups or non-traditional careers, and making available to them opportunities for professional, educational and personal development.

[Information, criteria, past recipients](#)

Please mark your calendars to attend the May 3rd meeting with President Ray where we will honor some of our Scholarships/Awards recipients.

Adjourned 1:30pm

Spring Monthly Meetings (locations TBA):

April 9th 1-2:30pm

May 3rd 2-3:30pm Willamette Room Library

*reception with awardees and President Ray

June 3rd 11-12:30pm

Save the Date: Breaking Barriers Event MU Horizon Room April 22, 2019 6pm

Elections 2018-2019

Available Positions:

Co-Chair (2-year position)

Chair or Co-Chairs – The Chair(s) shall enforce all rules and regulations relating to the administration of the Commission and its officers; appoint chairs of all standing and special committees; and facilitate communication with the OSU President.

Secretary (1-yr position)

The Secretary shall record all resolutions and proceedings of the monthly meetings; perform secretarial duties on behalf of the Commission, including keeping meeting minutes, posting meeting minutes to PCOSW's Blackboard site, recording approved changes to the Bylaws; and assist the Chair or Co-Chairs in conducting all correspondence relating to the Commission.

Treasurer (1-yr position)-Brittany Nefcy is happy to continue in this role in 2019-2020

The Treasurer shall disburse all moneys payable by the Commission; give a financial report at the monthly meetings; and report in writing annually to the President.

Membership Coordinator (1-yr position)

The Membership Officer shall establish means to build membership incentives; keep a current membership roster; maintain mailing lists; and distribute notices to the Members as needed.

Other positions (optional)

The **Web Officer** shall maintain the Commission's website and be responsible for the upkeep of the site, including the website design; adding and deleting content on the site; and maintaining current links from the site. The Web Officer shall update and maintain PCOSW's Blackboard site. The Web Officer works closely with the Public Relations Officer. The Commission Members are responsible for developing the content for the website.

Public Relations Officer – The Public Relations Officer shall assist each officer in determining marketing and communication needs of the Commission. They shall manage publicity with assistance and input from the membership. The Public Relations Officer will assist the Chair or Co-Chairs in planning, recommending, and implementing programs, professional training, and development experiences.

Commission Members shall form an ad-hoc elections committee to solicit nominations for vacancies within the Leadership Team. This committee shall be selected by request for volunteers at the February meeting. Volunteers shall submit their names or a list of candidates to the ad-hoc elections committee to be voted on at the April meeting. Elections shall be by closed ballot and the candidates receiving the most votes shall be named in their respective offices.

FINAL REPORT TEMPLATE:

2018-2019 Subcommittee Reports

Subcommittee Name

Co-Conveners:

Members:

Focus of the Work:

(a synopsis of how you developed your priority work agenda, how you approached the work, challenges encountered, partnerships with other offices/units/groups, and major achievements/findings)

Activities:

(optional section if your subcommittee organized an event or held meetings)

Recommendations:

(bullet-pointed list of actionable items, i.e., funding needed, policy change, further research, collaboration, more awareness-raising, etc. **This is our chance to communicate directly with the President, so be bold and explicit)

If you are discussing an issue or theme that resonates beyond OSU you can include data to support your claims. Make sure to cite any sources you integrate into your subcommittee report.

Ex: 2017-18 eSets Subcommittee report (footnoted citations and references to UofO policy)

It is also important to recognize that student assessments can only hope to evaluate pedagogical mechanics. Students are not in a position to evaluate the appropriateness of the subject matter, the professor's expertise, teaching methods, course design and organization, assignments/exams, quality of instructional materials, or use of technology;⁶ nor do student assessments evaluate learning per se. Student ratings are one component of assessing teaching, but cannot and should not be the only component.³⁻⁶ Indeed, because of the known biases regarding gender, sexuality, race, and ethnicity in student ratings, the US Equal Employment Opportunity Commission has declared that using them as a sole source of information in employment decisions is discriminatory.¹ We would note that, given these facts, the University of Oregon is currently transforming its system of student assessment of teaching².

¹ Berk R. *Top 10 Flashpoints in Student Ratings and the Evaluation of Teaching*. STERLING, VA: Stylus Publishing, Inc.; 2013.

² <https://provost.uoregon.edu/revising-teaching-evaluations>



PCOSW Retreat Agenda
9/19/2018

<https://leadership.oregonstate.edu/pcosw>



PCOSW Mission Statement: The Commission is an independent commission that advises the president on the status of women. Established in 1972, PCOSW gives voice to women's experiences and perspectives by advocating for gender equity. Rooted in feminist principles, the Commission works to identify and address the changing needs of all women in our university community. PCOSW recognizes that the status of women is affected by social location (including but not limited to ability, age, class, ethnicity, gender, language, nation of origin, race, religion, sexual, and other identities). By building partnerships and collaborating with others from historically underrepresented groups, PCOSW seeks to improve the collective status of all who have been limited, silenced, excluded, or otherwise disadvantaged by unexamined norms, beliefs, and practices of the OSU community. To this end, PCOSW aspires to build solidarity with other campus entities to work for change.

We thank you for taking the time to be part of this important planning today.

Start Time	Activities	Facilitators
8:30-9:00am Check in, breakfast, mingling	Get your name tag, chat, eat Meet new folks and nourish yourself	Kelly Chandler, Membership Coordinator
9:00-9:15am Welcome and Introductions		Whitney Archer and Cari Maes, Co-Chairs
9:15-10:30am New Member On-boarding	Overview of: <ul style="list-style-type: none"> • PCOSW History and Structure • Members' Roles and Responsibilities 	Kryn Freehling-Burton, Whitney Archer and Cari Maes
10:30am Q & A and Next Steps		Whitney and Cari
10:45-11:00am Break		
11:00-12:00pm Welcome Full Membership	<ul style="list-style-type: none"> • Overview of FY18 • Community Expectations • Asset/Capacity Building Activity • Childcare Updates -Amy Luhn, Director, Child & Family Resources	Whitney, Cari, and Members
12:00-12:30pm Working Lunch	Identifying Passions and Interests	Whitney and Cari

12:30-1:00pm Gallery Walk	Post-It Activity and Discussion	Whitney and Cari
1:00-1:45pm Subcommittee Preliminary Work	Microlab Activity	Whitney and Cari
1:45-2:00pm Check-out and Next Steps	Take-Away Word Sharing and Upcoming PCOSW Events	Whitney and Cari

Important Dates

PCOSW Fall Monthly Meetings:

Thursday, October 11, 2-3:30pm APCC

Monday, November 5, 11-12:30pm CCCC

Wednesday, December 5, 1-2:30pm Willamette Room WEST, Valley Library

PCOSW Library Exhibit Reception 10/17, 4-6pm 5th Floor SCARC

Reception with President Ray 11/13 *more info to follow

“There is no such thing as a single-issue struggle because we do not live single-issue lives.”-Audre Lorde

“Problems can become opportunities when the right people come together.”-Robert Redford

“It’s time for women to stop being politely angry.”-Leymah Gbowee

“The most effective way to do it, is to do it.”-Amelia Earhart

leadership.oregonstate.edu/pcosw

Meeting minutes

Start time	Topic
11:00am	<p>Welcome & Introductions</p> <ul style="list-style-type: none"> • Attendance: Marjorie Coffee (via WebEx), Cari Maes, Whitney Archer, Brittney Nefcy, Cynthia Lopez, Joy Jorgensen, Meredith Williams, Lauren Skousen, Yvette Spitz, Mary Chuinard, Kelly Chandler, Todd Cross, Brooke Kaye, Maria Davila-Ash, Urmila Mali, Erica Mercier, Christina Schaaf, Goran Jovanovic, Debbie Colbert, Barbara Muraca • Approvals <ul style="list-style-type: none"> ○ October minutes were approved ○ Treasurer’s report was approved
11:10 am	<p>Presentation: Nicole Hindes, Assistant Director, Human Services Resource Center on HSRC programming and potential partnering opportunities</p> <p>Nicole spoke about the impacts of basic needs insecurity on student success and about the many services provided by the HSRC, which is primarily funded through student fees.</p> <p>She shared a PowerPoint presentation with the group, which is attached. Most of the information she shared is contained there; what follows are a few additional notes from the presentation and Q & A.</p> <p>OSU is unique, was one of the first institutions to provide such a robust amount of services and is a national model.</p> <p>Food security programs are a strength for the program. This is the 10th year of the food pantry. Food pantry gives students food for 3-5 days based on family size.</p> <p>There is shopping style distribution on certain days but otherwise anyone meeting income requirements can come by the center and pick up food from the pantry. You do not have to be OSU staff or student to receive this benefit. They do not ask for proof of income.</p> <p>They have a step-by-step set of images on their website of what it looks like to visit the food pantry to help orient people who are new to it.</p> <p>The food assistance application is online and open the first week of the term. Students need to apply each term. It helps the Center screen for additional things such as long-term laptops/tech needed and several other issues as well. The Center collects a wealth of data through the online application.</p>

This year they hired a basic needs navigator who provides one-on-one case management for students. This person has helped students access a lot of additional aid. He also helps with WIC applications.

The textbook lending program is one way to get students in the door and thereby have an opportunity to introduce them to additional services at the Center.

They also help students with applying for the Oregon Health Plan, travel subsidies and shower/laundry services.

HSRC is trying to become more relational through offering interpersonal contact with the case manager and other programs including partnership with city of Corvallis on homelessness issues, volunteering opportunities, and class-identity based programming.

Faculty involvement is increasing and they offer a basic needs statement for faculty to include on syllabi. Faculty were emailed before the beginning of the term regarding the statement for syllabi but based on comments from PCOSW members there could be more ways to get the word out.

The center's goal is to get the statements on 5-10% of syllabi as one of many ways to get the word out about HSRC.

Question: Can students receive a notice about HSRC services when they register? Syllabi are getting really long and crowded.

Question: First year students are mostly in the dorms and generally have food access that year through dining programs. Would the first year be a good time to let all students know about the services available for future years?

Response: True, first year students are probably not going to be housing and food insecure. Usually it is after accumulating a balance, depleting savings, and encountering other issues that they may need assistance.

Question: Does the Center participate in housing fairs for students?

Response: They haven't had the staff to participate yet.

Comment: PCOSW has funding, for example travel scholarships, could the Center help students access that resource.

Question: Does the center help students learn how to manage money and food as well as giving food assistance?

Response: Yes. The food assistance application helps them learn about why students are food insecure and they help, for example, students with food allergies by offering them cooking classes. There are also students in certain programs who loaded up and/or overwhelmed with coursework and do not have time to cook. Cooking classes are popular and have more people signed up than they can include because of staff

time available. In order to scale up, more resources are needed. Next year they will hire a full-time person to take the food programs on.

Comments offered regarding the @eatfreeOSU Twitter account, if you tweet that you have leftovers: Allow extra time after event before catering picks up food in case you have leftover food to offer to students. You can also provide ziplock bags to help students carry the food.

Question: Could PCOSW members help with tabling at, say, the housing fair? If table staffing is needed by volunteers?

Response: HSRC is planning to hire work study students both to help with this type of work and also to help make them SNAP eligible (work study can help with SNAP eligibility)

Question: [Regarding the two rooms from University Housing & Dining set aside for HSRC to temporarily help students in need of housing.] Are the two rooms in UHDS enough, and if not what do they do if/when the rooms are full? Also regarding the university's current standard not allowing people living in their cars. What are the options for those students?

Response: If folks are staying in cars that you are aware of, you can suggest they visit the Center for a harm reduction conversation which will include ideas of where to stay that are safer places and how to reduce risk/trauma potential. It's hard because there are not great options.

The two rooms have been booked every night this term. The rooms are needed more and more, the trend is growing. They can't be offered to folks if their children need housing as well. They have looked into hotel rooms for temporary housing of families with children and that's an ongoing conversation due to risk factors – if OSU pays for a hotel room for a week for a student and their family, is the university held responsible for any damage, what level of risk is there for OSU?

Question: Is there any way to change standard policy about sleeping in cars?

Response: It is always preferable for students stay on campus where public safety is available.

Question: Can construction engineering and other relevant programs help build places for students to live temporarily?

Response: Yes, those conversations are happening. Eugene's tiny home community for the homeless. Harriet Nembhard in Engineering is on a planning grant for an EMPOWER research center (Engineering Research Center for EMpowering People to achieve Optimal Well-being through Engineering Research), maybe this is a way to create opportunity.

Question: Are the services offered by the HSRC explicitly for students or do they ever help faculty or staff with similar needs?

Response: They try not to ask about users' roles. The food pantry is part of a foundation account. Because it is part of the Linn-Benton food share, they don't

discriminate and non-students have participated. Similarly, SNAP is available to all, and they can help anyone with applications. The textbook lending program is also available to all, including campus students who can use books and pay a minimal shipping cost. The cookbook library is similarly available to all.

Question: Can textbooks in the lending program be accessed via the library?

Response: Yes. A [textbook search](#) is also embedded in the HSRC website.

Question: Can students in need of housing stay in homestays with families? Like international students.

Response: They wanted to look into that. Faculty and staff have offered rooms. But since international student homestays were shut down for risk reasons, they are less likely to do it for low income students. The current climate is that they are really being asked to look at risk.

Question: Could they do risk management/assessment of a home where a room is being offered to minimize risk?

Response: Possibly there is a way to do that. There are folks with extra rooms in their homes.

Question: The faculty organized a spice drive. Is there a potential for PCOSW to do something like that to help?

Response: When folks ask HSRC if they can do a food drive, Nicole asks them instead to steer donations to their foundation account because it's more cost effective for them to buy the food directly. If people still want to donate something, they can organize donations of spices, cleaning supplies, baby supplies. Folks can email HSRC@oregonstate.edu if they would like to do that.

Question: Do they offer diapers and other items for children?

Answer: Yes

Comment: WIC (Women, Infants and Children food and nutrition service) does not pay for diapers.

Comment: It is remarkable what this program does with such a small amount of resources.

Nicole: [Poverty action \(PA\) week](#) starts next week. Follow link to see list of events.

Question: Can you remind us of all of the resources that are actually available at the center?

Response: There is a kitchen, shower, laundry, textbook library, food pantry, study spaces, and lounge spaces. Students can also use refrigerator.

Question: Sometimes students are referred to resources but they cannot be served right away. Is there enough time/space for the HSRC to serve all students who are referred there? What expectations should we give students when they are referred to the center?

	<p>Response: They try to help everyone who walks through the door. Over 500 students came through in the first week to check out a textbook, and a great many the second week as well. They have yet to run out of food in the pantry. Miguel the case manager usually has time in the day to fit someone in but advisors and others who refer students can also call ahead if they are worried a student being served.</p> <p>The food assistance application is generally just open the first week of the term, but they make exceptions for students who have need and didn't know about it.</p> <p>Nicole invited the group to visit the HSRC anytime.</p>
12:00pm	<p>Budget update by Brittney</p> <ul style="list-style-type: none"> • Brittney went over the current budget numbers including amounts awarded and how much is remaining in each budget category. She has created a Google spreadsheet which can be accessed by all PCOSW members. • There was a discussion of the various data storage options used by the Commission including Canvas, Box, and Google Docs. Could we streamline the storage and just choose one option? <ul style="list-style-type: none"> ○ Canvas may be a good umbrella; documents from Google and Box can be shared on there. We do not use it much now for the larger group but this could be changed. ○ Consider shifting to group ownership of all PCOSW files and documents so if one person leaves, the materials are still available. ○ It would be good to set some standards this year
12:12 pm	<p>Subcommittee Work: PCOSW Fall Executive Summary Contribution</p> <p>Formulate 2-3 bullet points to express your subcommittee's goals this year What challenges and/or questions do you have at this stage? What resources and/or support do you need to achieve these goals?</p> <p>Reception is a week from tomorrow. Please RSVP. If folks want to carpool, email Cari. Parking isn't very plentiful at the president's house.</p> <p>The purpose of the reception is to share the landscape of our work ahead of time. We might not have all of a subgroup's priorities identified but we can provide initial ideas. Whitney & Cari will put together an executive summary. There will not be a formal dialogue at the event but President Ray will have read the summary and be able help direct the commission towards resources & ideas.</p> <p>Talk with Whitney and Cari if you have not identified a committee yet and they will help connect you.</p>
12:30 pm	Adjourn

Meeting minutes

Start time	Topic
2:00 pm	Welcome & Introductions <ul style="list-style-type: none">• Commission members shared name, pronouns, role at OSU, & how many years of membership in PCOSW.• Attendance: Robynn Pease, Theresa Braun, Todd Cross, Diana Ulrey, Maria Davila-Ash, Joy Jorgensen, Kimberly Hack, Kryn Freehling, Kelly Chandler, Cynthia Lopez, Barbara Muraca, Brittany Nefcy, Whitney Archer, Lauren Skousen, Shiuo-Ling Yu, Yvelte Spitz, Amy Luhn, Charlene Alexander
2:10 pm	Community-Building Activity <ul style="list-style-type: none">• Members asked each other a single question, traded questions, then found someone else and continued asking/trading questions
2:25 pm	Fall Retreat Re-Cap and Objectives <ul style="list-style-type: none">• Desired outcome from today: continue what we started at the retreat and sketch out agenda for moving forward.• The first half of the retreat was review of PCOSW history, mission, and operations for new members. The second half of the retreat was forming/updating subcommittees.• Post-it note idea posters from the retreat representing six subcommittees were posted on the walls for everyone to review and discuss. These included:<ul style="list-style-type: none">○ Two operational subcommittees (exist every year): the Speaker Series and Scholarships & Awards committees.○ Aspirational subcommittees: Work life; Awareness Raising/Emergent issues; Campus Engagement & Partnerships, and Career Advancement
2:37 pm	Budget Overview - Brittney <ul style="list-style-type: none">• There are two funds:<ul style="list-style-type: none">○ President's office funding - \$20,514 – is for scholarships and awards. Some is already reserved for use.○ Speaker series – funded by OID - \$25k. The Breaking Barriers event is under this fund.• Members were invited to disseminate the funding opportunities widely and encourage colleagues to apply
2:45 pm	Subcommittee Work <ul style="list-style-type: none">• Short Video: Adrienne Maree Brown, activist and author of <i>Emergent Strategy</i> as well as <i>Octavia's Brood: Science Fiction Stories from Social Justice Movements</i>. Link to video on YouTube: https://www.youtube.com/watch?v=lyN76oTt67M• Members spent time doing a gallery walk to read posters and ideas that emerged from the retreat and had an opportunity to add ideas to the mix.

	<ul style="list-style-type: none"> • After viewing the posters, members gathered in small groups by subcommittee and began the process of planning their efforts and identifying co-conveners (at least one per subcommittee).
3:20 pm	<p>Next Steps and Announcements</p> <ul style="list-style-type: none"> • Subcommittee members filled out forms with their emergent ideas, membership list, and co-conveners. Copies of these were made by Whitney & Cari. • OSU 150 Women (PCOSW sponsored project) Valley Library Exhibit Reception 10/17, 4-6pm 5th Floor SCARC • Evening reception at President Ray's <ul style="list-style-type: none"> ○ This is an opportunity to share PCOSW's agenda with him.
3:30 pm	Meeting Adjourned

Next meeting: Monday, November 5, 11:00 am – 12:30 pm
Centro Cultural César Chávez
691 SW 26th St