

PCOSW Membership Meeting
November 2, 2016
11:00am – 12:30 pm
Valley Library Room 3622

Agenda

11:00am Welcome and Intros

Present: Amber Ahlgren, Cindy Alexis, Jennifer Almquist, Debbie Colbert, Nicole Duplaix, Kryn Freehling-Burton, Kali Furman, Courtney Garcia, Tiffany Garcia, Karen Holmberg, Louisa Hooven, Dwane Howard, Goran Jovanovic, Amarah Khan, Amy Luhn, Katrina Machorro, Cari Maes, Margaret Mellinger, Judy Neighbours, Michelle Odden, Robynn Pease, Christina Schaaf, Kelly Vining

11:10am Approvals

October Minutes

- Minutes were approved

Treasurer's Report

- Report was approved

ADVANCE Letter of Support

- A suggestion was made to open the contents of our PCOSW letter to be not only supportive but also to include our own suggestions. For example, add a statement that is suggestive of a process that would help to create a level start for all scholars, and propose that one idea would be to create a role for advocates.
- Members also discussed the letter's reference to the dual career hiring initiative, which is a process that has started and does still need to be built on. However, there does not appear to be similar work related to start up packages. Our PCOSW letter could be more explicit in noting where efforts are underway and what efforts need more work.
- A motion was made to approve in principle PCOSW's support of the ADVANCE September cohort letter noting that edits are needed to the PCOSW letter; edits will be made to the PCOSW letter and sent back to the broader commission for comments, members will be able to indicate support for the final version. This motion was approved and edits will be made and sent to the membership.

11:20am Update on meeting with President Ray and others (follow-up from August meeting)

- The meeting was delayed until November 21st after realizing that several important deadlines related to the work were coming up this month. A report will be made to the fill commission after the meeting.
- Amy Luhn shared with the commission that the Childcare Initiatives Workgroup is working on three key things:
 - 1) Conducting financial modeling for childcare delivery options
 - 2) Looking at feasibility of employee's contributing pre-tax dollars to a fund that could be used to support various needs such as a childcare subsidy
 - 3) Working with Foundation to build endowment

11:30am General Meeting schedule – Winter & Spring

- Following up on a query from last month's meeting, the Office of Human Resources has confirmed that, since membership on PCOSW is an assignment by the President, time spent on Commission service should be considered work time.
- For future meetings, we will return to an alternating days/times model. Past meeting records indicate fluctuation in *who* attends, but the number of total participants appears to remain consistent. We will work on scheduling January through May with a mix of morning and afternoon times across various days.
- The WebEx option will continue to be made available for remote participation.
- The Leadership Team will also be sending letters to supervisor before the first of the year acknowledging your service on PCOSW.

11:35am Subcommittee Updates by Conveners

- Reminder to sign up for subcommittee:
http://oregonstate.qualtrics.com/jfe/form/SV_6glmTSBGkh6Bust
- Role of convener: Serves organizing function to help make sure meetings are set, serve as a point person with the Leadership Team, help keep work moving forward
- Ad Hoc Special Committee-Childcare Awareness Event
 - Have not yet identified a convener because there has been some concerns about the precarity of our positions within the university. Many of us on the commission are in tenuous positions and there are some concerns about possible repercussions for being a visible leader in this type of event.
 - The role of convener(s) for this group would be internal, someone helping to lead the organization of the ad hoc committee but not necessarily take on a visible leadership role.

12:00pm Subcommittee Work and Report Back

Speaker Series

- Kick-off event with Nadia Manzoor went well. We had a large crowd and also heard anecdotally that the event fulfilled our goal of cultivating connections.
- Had our first co-sponsored event with Eileen Pollack and will put out another call to help support partner events.
- Are pursuing bringing Luoluo Hong to campus for our capstone event in spring.

Worklife Balance

- Three areas of focus:
 - Increasing foundation grant for employees
 - Flex scheduling
 - Paid dependent care

Status of Women

- Fixed-term faculty survey data needs to be broken down more by gender, also a lot of qualitative data that still needs to be analyzed.
- Plan to connect with Susan Capalbo.
- Work with Institutional Research office.
- Would like to plan an event for non-tenure line faculty to meet with President Ray and possibly Board of Trustees.

- Will want to pose questions to candidates for Provost during open forums to assess their knowledge/commitment.

Mentoring and Career Advancement

- Will be looking at data from a survey conducted by Brenda McComb.
- Met with Susan Capalbo.

Scholarships and Awards

- Group has received a number of applications for the first call for funding.
- Will extend deadline to November 11th for OWHE conference funding.

Ad Hoc Committee

- Kryn and Cindy will convene the first meeting.

12:30pm Meeting Adjourned

Next meeting: Monday, December 5, 12:00 to 1:30pm

**PCOSW Membership Meeting
December 5, 2016
12:00pm – 1:30 pm
Valley Library Room 3622**

Agenda

12:00pm Welcome and Intros

Present:

Jennifer Almquist, Nancy Barbour, Mary Chuinard, Barbara Forrest-Ball, Kryn Freehling-Burton, Nicole Duplaix, Kali Furman, Brooke Harrington, Karen Holmberg, Goran Jovanovic, Marian Ladenburg, Amy Luhn, Katrina Machorro, Margaret Mellinger, Callie Newton, Michelle Odden, Shannon Riggs, Lily Sheehan, Kathryn Stroppel, Kelly Vining, Meredith Williams, Erica Woekel

Guest:

Scott Vignos

Approval of November minutes

- Minutes were approved.

Office of Institutional Diversity – Scott Vignos, Director, Strategic Initiatives

- Scott.Vignos@oregonstate.edu, 7-4113
 - PCOSW is encouraged to provide feedback about what the Office of Institutional Diversity can be thinking about and to participate in events and opportunities to provide direct input.

- **Climate Initiatives:** The Office of Institutional Diversity (OID) is leading an effort to take information related to climate and diversity and determine how to report on it and present it in ways that are useful to the university. The aim is to comprehensively present student and employee data in one place to see what we're doing well and what can be improved. Initially, there will be four data dashboards: demographic information; climate; institutional learning; and student success.
 - It was noted that this comprehensive information related to various aspects of institutional climate may inform the future work of PCOSW.
- **Search for Vice President and Chief Diversity Officer:** A national search is underway to fill the role. The search is being chaired by Dean of the College of Science, Sastry Pantula, and PCOSW member, Cindy Alexis is a member of the committee; a search firm has been engaged to help with the pool. At present, the timeline is to continue composing the pool into winter term, move to airport interviews, and then identify finalists for campus visits later in the calendar year, with the new person arriving to campus before the start of the 2017–18 academic year.
 - OID is also conducting some additional hiring to meet current needs. This includes a search for an assistant director and the creation of a graduate assistantship.
- **Bias Response Team:** OID is leading a [Bias Response Team](#) (BRT), which reviews and responds to incidents of bias, including those reported through the [Bias Incident Report Form](#). Reports may be made by the individual(s) directly impacted, a third party, or anonymously. Incidents addressed often include those which may not rise to the level of policy violation, but to which the university still needs to be responsive. Responses may include direct care to those harmed, for example by connecting students, staff, and faculty to the appropriate resources (e.g., Student Life, Human Resources, or Academic Affairs, respectively) and/or some form of educational outreach. The BRT is *not* responsible for overseeing a punitive process; rather, incidents are referred to Equal Opportunity and Access as appropriate. The BRT also works to interface with the University Ombuds Office. In the future, there will be reporting on trend data, including linking data to the climate dashboards (see Climate Initiatives), and an expansion of proactive efforts. Bias response is one component of a broader climate initiative, which also includes such efforts as the [Social Justice Education Initiative](#) pilot for employees and a forthcoming pilot for students.
 - A question was raised after Scott had left the meeting about how trends related to bias incidents that specifically impact the status of women might be shared with PCOSW.
- **35th Annual Dr. Martin Luther King, Jr. Celebration:** Events will begin on January 14, 2017 and conclude on January 20, 2017. Watch for an announcement by the end of finals week for additional information.

Announcements

OWHE Conference

- The 37th Annual Oregon Women in Higher Education (OWHE) Conference will be held January 26 and 27, 2017 in Sunriver, Oregon.
- **NOTE:** There was a glitch in the PCOSW scholarship application form that resulted in the name and address fields not being collected. The Scholarships & Awards subcommittee has identified many of the applications; however, if you applied **please email the committee to confirm your application was received:** pcosw-sanda@lists.oregonstate.edu.

Update on meeting with President Ray

- The check-in meeting that had been postponed from October was held on November 21, 2016. Updates from/since the meeting include progress on narrowing recommendations for a childcare delivery model; the distribution of a childcare [needs assessment](#), and a conversation with the OSU Foundation about including childcare needs in fundraising efforts. The next meeting will be scheduled for February.

Dependent Care Event Planning Meeting

- The ad hoc event planning group will be meeting during finals week and will offer an update at the January 2017 general commission meeting.

PCOSW Video

- The Leadership Team discussed ideas for both contributing to efforts to create an inclusive university community and to raise awareness about our presence and role as a commission. The team discussed something similar to the [Provost's Council Ethos](#) as a way to convey our mission to the university and broader community. The Leadership Team will provide the script and is asking any PCOSW members interested in being involved to contact Callie Newton: Callie.Newton@oregonstate.edu. Presently, the plan is to distribute the video through various social media channels.
 - It was suggested that there may be other ways to extend the visibility and reach of the commission beyond the Corvallis campus, for example by partnering with the Center Against Rape and Domestic Violence and participating in the Women's March on Portland.

OSU ADVANCE Support Letter

- The co-chairs have drafted and will be sharing final edits with the commission.

General Meeting schedule – Winter & Spring

- Please watch for a list of dates and times. Presently, the plan for the January 2017 meeting is to invite guests to speak to policies and processes related to dependent care.

1:15pm **Meeting Adjourned**

Next meeting: Thursday, January 12, 2:00 to 3:30pm

**PCOSW Membership Meeting
January 12, 2017
2:00pm – 3:30 pm
Valley Library Willamette Room East**

Welcome and Intros

Present: Debbie Colbert, Jennifer Almquist, Nancy Barbour, Cindy Alexis, Cari Maes, Karen Holmberg, Louisa Hooven, Whitney Archer, Anne Bahde, Courtney Garcia, Katrina Machorro, Kelly Davis, Marian Ladenburg, Marit Bovbjerg, Goran Jovanovic, Nicole Duplaix, Amber Ahlgren, Margaret Mellinger, Darlene Russ-Eft, Lily Sheehan, Christina Schaaf, Erica Woekel, Meredith Williams, Vrushali Bokil, Kryn Freehling-Burton, Guest: Donna Chastain

Update on promotional video

- Callie reported that she needs at least two more volunteers to appear in the video. A script is already prepared; participants will read a portion of the script on camera. Filming is planned for later in January or February. Volunteers should email Callie at: callie.newton@oregonstate.edu

Approvals

December Minutes

- Minutes were approved

Treasurer's Report

- Report was approved

Appointment of New Secretary, Nancy Barbour

- Appointment was approved

Guest – Donna Chastain

- Donna presented a briefing on flexible work arrangements at OSU. New guidelines are being drafted for a telecommuting agreement.
- The guidelines aim to clarify process for agreement between employees and supervisors for employee telecommuting.
- Team will share draft of document with PCOSW and solicit feedback.
- PCOSW members suggested other work flexibility issues: employee flex time to take classes, the application of staff tuition reduction for Ecampus courses, improvement of technological support for employees performing work duties off-site, and differences between supervisors' attitudes toward flexible arrangements.
- Emphasis on changing the culture regarding flexible work arrangements and telecommuting.
- PCOSW has and will continue to share resources on these issues.
- Paid family leave: Donna is actively collecting data and will submit a report by the end of January. Once a plan is drafted, feedback will be solicited from PCOSW.

Update on Women's Empowerment Collaborative

- Jennifer reported on the Women's Empowerment Collaborative, a new informal group that aims to provide a space for conversation and connection around women's empowerment.
- Jennifer has extended an invitation to have the group connect with PCOSW. Whitney also offered to send an invitation to connect with the Women's Center.
- A kickoff event was to be held Thursday evening (1/12) in Willamette Room West.

Update on Childcare Initiatives Workgroup

- Debbie reported on behalf of Amy Luhn re: how to expand childcare on campus.
- Plan A is reopening the RFP to possibly secure an affordable option to run a new center.

- Plan B is working on an alternative plan for OSU’s contribution to affordable childcare.
- The group will keep PCOSW informed on its activities, including the “Friendraiser” fundraiser.
- We should hear more from Amy in February.

Update from Ad Hoc Special Committee-Childcare Awareness Event

- Nicole Duplaix reported on planning for the forthcoming event.
- Event was planned for Saturday, January 28, starting at the Memorial Union with one or two speakers, then moving to the Dixon childcare center.
- By January 23rd the committee planned to submit a press release.
- Other publicity to include: local TV and print announcements in Corvallis, Salem, Eugene, Portland; announcements in OSU Today, Barometer; Facebook; leaflets.
- Committee will consult with campus security.
- More volunteers are needed. Call to PCOSW membership requested for support, especially showing up to event.
- It was recommended that the date of the event be pushed back at least one week.
- Action items: subcommittee will compile a list of specific needs from volunteers, inquire about hiring Benny Beaver to attend event. Leadership will follow up with the subcommittee to find a new date and put a call out to the membership for volunteers. Call to Women’s Empowerment Collaborative suggested.

Business Carried Over to Next Meeting: Annual Report

- Cindy requested reports from subcommittees for the annual report to President Ray. Templates and deadlines will be distributed.

Potluck to Begin Next Meeting

- Members are requested to bring food items and kindly label for common food allergens, etc.

Meeting Adjourned

Next meeting: Wednesday, February 15, 11:30 to 1:00pm

**PCOSW Membership Meeting
February 15, 2017
11:30 am – 1 pm
Valley Library Room 3622**

Minutes

11:30 am

Members enjoyed a potluck before the meeting officially started at 12:00 pm.

Welcome and Intros

Members Present:

Amber Ahlgren, Jennifer Almquist, Whitney Archer, Debbie Colbert, Barbara Forrest-Ball (*WebEx*), Courtney Garcia, Karen Holmberg, Cari Maes, Katrina Machorro, Judy Neighbours, Callie Newton, Robynn Pease, Darlene Russ-Eft, Christina Schaaf, Kathleen Stanley

Guest:

Raechel Soicher

Approval of January Minutes

Minutes were approved.

Presentation and Discussion of Resources for Survivor Assistance

Judy Neighbours, Assistant Director of the Survivor Advocacy and Resource Center, began by talking about the history of the Survivor Advocacy Resource Center (SARC). The SARC opened in October 2015 and is now beginning its second year. Neighbours noted the importance of the support from President Ray and other administrators in establishing the center. She said the SARC is one of the confidential resources on campus in addition to CAPS and SHS providers; otherwise, most employees have a responsibility to consult with the Office of Equal Opportunity and Access if they have knowledge of an incidence of sexual violence. She clarified that this university obligation is separate from the state statute that designates all employees of Oregon higher education as mandatory reporters of child abuse. Neighbours described that the role of the SARC is to provide supportive and confidential listening, help survivors determine next best steps, and act as a first stop for both survivors and allies. Neighbours described the range of survivor supports provided, such as providing emotional support and offering assistance understanding their rights. She noted that in its first year, the SARC was able to keep 22 students in school because of the assistance they were able to provide. She added that one area of need is a source of emergency funds that could be available to survivors. The SARC also provides ally support, ranging from helping responders learn how to effectively receive a disclosure to providing individualized training. She conclude by reminding the commission that Sexual Assault Awareness Month is scheduled for April. Take Back the Night is scheduled for April 27th at 7:00pm, preceded by a Take Back the Day event with Brenda Tracy and Jackie Sandmeyer earlier that day from 4-6pm. She also said that PCOSW Speaker Series capstone speaker, Luo Luo Hong, will be speaking on moving from compliance to compassion at a date to be determined. Neighbours said that the one thing PCOSW members can do as allies is to let students know that confidential resources are available.

Childcare Endowment Fund Update

Christina Schaaf reported that a re-opened RFP has been issued to find a vendor to provide childcare services on campus. She said more information would be available by mid-March. Schaaf also reported that the Friendraisers Endowment workgroup is working on summarizing childcare needs in Corvallis in order to help establish targets for fundraising. Debbie Colbert noted that PCOSW is hoping to have a representative from OSUF at the March meeting to talk about fundraising.

Annual Report

Colbert reviewed the timeline and template for the annual report. The annual report summarizes the work of the commission and also highlights any recommendations to the President. Subcommittee conveners will be asked to compile information for this report and submit it to the Leadership Team in April. Colbert will confirm the exact deadline. The report, including recommendations, will inform the annual end-of-year conversation with President Ray, to be scheduled for May.

Update on Beavers Have Babies, Dam It! Rally & March

Colbert provided an update on the rally and march scheduled for February 25th at 10am. She thanked everyone who has worked on the planning to-date and reviewed a checklist of remaining actions. She encouraged everyone to spread the word about the event and attend if they're available.

1:00 pm Meeting Adjourned

Next meeting: Monday, March 13, 10 am

**PCOSW Membership Meeting
March 13, 2017
10:00 – 11:30 am
Valley Library Room 3622**

Present: Debbie Colbert, Kryn Freehling-Burton, Nancy Barbour, Cindy Alexis, Callie Newton, Whitney Archer, Cari Maes, Jennifer Almquist, Kelly Vining, Amber Ahlgren, Robert Hobbs, Christina Schaaf,
Guest: Amy Luhn

Minutes

10:00 am Welcome & Intros

10:05 am February Minutes approved
Treasurer's Report approved

10:10 am Amy Luhn from OSU Childcare and Family Resources thanked PCOSW for support and energy, provided updates on work with OSU Foundation to raise funds directly for childcare. CFR is adding a "Donate Now" button to their website; PCOSW might work with Foundation to do the same and to engage in further fundraising efforts.

Special event proposed to be held at Azalea House to raise community awareness and raise funds for more quality childcare.

OSU-LBCC partnership is also being discussed.

10:30 am Debriefing on Beavers have babies! Rally & March

The event was very successful overall. The presence of Benny Beaver, good turnout, press coverage, administrative follow-up, and gathering in the MU were among the pluses.

For future events we might reconsider certain aspects at the planning phase: day of week for event, speakers, pre-event publicity, and specific goals. Idea was raised of having pre-event poster-making sessions for those want to contribute and those who can't attend rally.

We received a letter from President Ray in response, acknowledging the efforts and concerns of those participating in the rally and expressing support, describing policy plans. Concerns raised over categories of employees covered by proposed paid leave

policy. Commission will want to pay attention to the needs of the broader campus community and ensure that ongoing discussion includes all classifications.

Commission will draft response letter to thank President Ray, request some clarifications, and outline next steps.

10:50 am Subcommittees
Reports from subcommittees are due by **May 1**. May 24 from 11:30-1:00 will be the awards/scholarships reception with members, award recipients, and President Ray. Awards/scholarships subcommittee will make arrangements for invitations and presentations by recipients.

Alignment of Speaker Series and Awards/Scholarships: need to clarify which activities are funded by which awards.

Speaker awards should be aligned with theme (“Cultivating Connections” this year) and are typically larger awards than those provided by Awards/Scholarships committee. Support for professional development, conference, and research has generally been the purview of Awards/Scholarships.

It was proposed that the two subcommittees work to delineate the types of activities they will fund, e.g. professional development vs. events and invited speakers.

11:10 am Whitney announced an altar for trans women at the Lonnie B. Harris reception room. It will be open at 12:30 on Wednesday, March 15 for a “Say Her Name” vigil.

Thursday, March 16 in the Student Involvement Lounge in SEC there will be a Women’s Center celebration and speaker event: Sarah Tran. The event will be held from 5-7 pm.

11:15 am Meeting Adjourned

**PCOSW Membership Meeting
April 11, 2017
9:30 – 11:00 am
Valley Library Room 3622**

Present: Debbie Colbert, Kryn Freehling-Burton, Nancy Barbour, Callie Newton, Whitney Archer, Cari Maes, Jennifer Almquist, Katrina Machorro, Kali Furman, Marit Babjery, Robert Hobbs, Christina Schaaf, Margaret Mellinger, Goran Jovanovic, Amarah Khan, Meredith Williams, Vrushali Bokil, Robynn Pease, Robin Pappas

Minutes

9:30 am Welcome & Intros

9:35 am March Minutes approved

9:37 am

Announcements

Call for nomination of members to serve on PCOSW Leadership Team. Email announcement to follow. Vote will be held during May meeting.

Scholarships and Awards: May meeting will include our reception for award recipients. President Ray to attend. S&A subcommittee is organizing presenters and sending invitations. May 1 is the nomination deadline for the Mentoring Award.

Emails are going out to invite service on university committees. Reminder to members to submit the form to volunteer for service on PCOSW and encourage others to do so.

Sexual Assault Awareness month is coming up. Whitney Archer (Women's Center) will send out information about upcoming events.

CTL is hosting a Celebration of Teaching Symposium on April 26. Please plan to attend and share information with others.

Speaking event – Sharon Ellison will lead a workshop on Powerful, Non-defensive Communication on May 11. Invitations/sign-up to follow.

10:00 am

Robynn Pease (Ombuds Office), Robin Pappas (Information Services), and Kay Sagmiller (Center for Teaching and Learning) gave a panel presentation on Gender Bias in Student Evaluations of Teaching.

Women faculty have expressed concerns to Ombuds about the impact of student evaluations on their promotion and tenure considerations. What steps have been taken at OSU to examine bias and to improve the course evaluation experience, both for faculty/instructors and students?

Research has shown varied results on differences in numeric evaluations. In some cases, gender and other bias has been clearly demonstrated; in others they found no significant difference between male and female faculty evaluations. However, women are also subjected to evaluation comments that are focused on their appearance and behavior rather than teaching performance. Lower division and required courses tend to get lower evaluations, and these courses are disproportionately assigned to women and contingent faculty.

Expediency of electronic evaluations has put emphasis on data collection rather than quality of survey instrument. Are the survey questions thoughtfully designed to elicit meaningful information about teaching? How might the questions influence bias? Questions asking for student opinions may be inherently flawed. Are student evaluation data used differently across units, colleges? Employment decisions made on the basis of student evaluations could be argued to be illegal, so the university may be at risk.

Recommendations from CTL: the provost should create a post-P&T committee to formally review tenure dossiers to discover trends in promotion and tenure successes and denials, including teaching loads and evaluations. There is a lack of clarity on how to handle the issue: provost has repeatedly kicked it back to faculty senate,

10:55 am General meeting adjourned. Subcommittee breakouts.