UAWE COORDINATING COUNCIL MEETING MINUTES AUGUST 18, 2015

LDCW, 10:00-12:30

Present: Vanessa Cornett, Beth Bergfield, Jessie McShane, Sarah Churchill, Young An, Paddy Satzer, Michelle Thom, Colleen Stephens, Mary Ann Ryan, Sue Myers, Liz Dussol (took minutes)

We looked at the minutes from meeting of May 5.

UAWE Fall Reception will be held Thurs Sept. 24 in MCH100 3:30-5:00. Beth has already created an event page on the UAWE website. Expectation – everyone on Coordinating Council will attend (unless they have a teaching commitment or other unavoidable conflict). We will bring the UAWE banner to the event, as well as have “swag” (cups and totes) to give out, and our bookmarks, and have a sign-up sheet for the Friends list. Liz will contact HR for a list of women employees hired between Sept. 1 2014-Aug. 31 2015 and their supervisors, and will send out invitations and get a count to Paddy. Liz will share an open invitation with the President’s Cabinet. Liz will write a Newsroom announcement. Liz asked Ann Johnson to provide the UAWE history. Mary Ann agreed to share the UAWE’s current and upcoming activities, and solicit nominees to run for the coordinating council; we are hoping that Ea can emcee. Beth has arranged for a photographer. Paddy will coordinate catering with Jerry Sweeney. We agreed we need a sheet cake that says “UAWE Celebrating 25 Years”. Beth will check with the baker, Joanna Zachary, to see if she can do more art on the cake. Paddy will coordinate the greenery – Beth said that small plants are more sustainable than flowers and will cost about the same. We agreed that it would be nice to have people at the tables draw to take home the centerpieces. We will have feedback forms on the tables – Liz can create these.

We discussed elections and a fall ballot. Gabby Schiller & Elizabeth Wehner have left UST, and both Beth and Sue said that their terms are expiring (they came on in 2012). Liz also was on the 2012 ballot, so she will be up for re-election. The bylaws say that the director of the LDCW is an ex-officio member of the UAWE – we discussed adding the director of Women’s Studies as an ex-officio member. This can be added to the fall ballot.

We agreed we’ll try an electronic ballot. Liz will write a Newsroom article the week of 9/14, asking for nominations and describing our expectations of being on the UAWE Coordinating Council (time commitment, attending meetings etc). Those interested in being nominated will give their name, department, a few words about why they’d like to serve of the council, and a photo. We will announce elections at the reception on 9/24 & give new people a chance to nominate themselves. We can open voting the following Monday and close it on Friday 10/2. Beth and Jessie will create the ballot.

Paddy gave an update on the budget. We have $6787.00. The budget will need to be approved by Oct. 1st (Liz will bring it to Mark Neuzil).

We contribute towards the wages of a student (shared with Women’s Studies). Sue agreed to continue to supervise the student worker. One responsibility is re-stocking bathroom racks – Sue has more brochures in her office, and we are getting more UST-specific sheets printed.

Beth will be creating the 2015-2016 UAWE bookmarks: these need to go to the printer by Sept. 10th.

LGBTQ+Allies asked UAWE to be one of the sponsors for their Ice cream Social Sept. 15. We agreed to do so, and to contribute $50 (Paddy and Vanessa will coordinate).
We discussed events for the year. Fall Reception 9/24/15. There is a need for working mothers and for those with again parents to build community. Paddy said that at the library they had created “SOAP” (Support Our Aging Parents). We thought we could have an open house in the LDCW in early October, where those who were interested could sign up to be on a mailing list for one of those support groups. We could also have information on UST’s Employee Assistance Program and on FMLA at the open house. Jessie and Liz will look for an open date in the LDCW to schedule this. We agreed that having a Women’s Leadership talk is important. Artika Tyner recently wrote a book on leadership, and Diane Fittipaldi teaches a graduate course on Feminist Perspectives on Leadership. We thought they would be excellent speakers. Paddy and Jessie will approach them about speaking in early November, at the Minneapolis campus. We will have our spring reception in April; this year’s Kowalski recipient will be an exempt staff member. Liz will see which afternoon in April (prefer 4/6 or 4/7) MCH100 is available.

We discussed having the UAWES sponsor a program to benefit Dress for Success or Chrysalis – we like the idea and could do it as a spring program. New members of the coordinating council may have programming ideas as well.

Michelle graciously reviewed several HR questions we’d had. Michelle will work with Institutional Effectiveness to get data on salary compression/inversion broken out by gender, as well as the employee satisfaction survey (administered Fall 2014, will be administered again Fall 2016) broken out by gender, particularly around the question related to policy and processes.

We received a nice thank-you from the Servants of Mary (attached).

The Coordinating council leadership: treasurer (Paddy), website & communications (Jessie, and Sarah will help). Liz asked whether anyone would like to chair/co-chair. No takers, but everyone agreed to help out when called upon.

Paddy is doing an archiving project – we should archive UAWES materials.

Right now UAWES cups & bags are being stored in the LDCW, but space is tight – Colleen volunteered to help move them to a storage room in OEC.

We will communicate via email before the reception on Sept. 24.

We concluded the meeting with lunch.
June 17, 2015

Elizabeth Dussol
University Advocate for Women & Equality
University of St. Thomas

Dear Elizabeth and all at the University of St. Thomas,

The Servants of Mary thank you so much for the generous gift of $500 in memory of Sr. Pat Kowalski. She loved her work at the University and was truly able to share her gifts with your Community. The Sr. Pat Kowalski Women’s Leadership Award would give her pride and pleasure to promote programs for women in the broader community. This contribution will help us continue her mission with the Servants of Mary and the University of St. Thomas.

Blessings on your continued work.

The Servants of Mary

Sr. Carolyn Foley OSM
Secretary