MINUTES
University Women’s Council Meeting
Wednesday, Nov 11, 2009
11 a.m. PSC Mound Room

In attendance: Burns, Ford, Clark, Hines, Kelley, Williams, Bouck, Salmon-Stevens, Miyata, Mroch

The meeting was called to order at 11:02 a.m.


2. Burns moved to approve agenda, noting that Inclusive Excellence is not on it and that we should be sure to have it on the next meeting’s agenda. Clark seconded. Discussion: Salmon-Stevens asked about including the proposal to WWHEL? Bouck said we’d add it under discussion. Agenda approved.

3. Announcements:
   Bouck: Kay Wilkins, long time member of the WWHEL council is retiring. We want to express our thanks to her for her service to the council.
   Deb Schulman’s volleyball team received a bid to go to the NCAA tournament in St. Louis.
   Salmon-Stevens: We’ve received a scholarship of $10,000 for STEM. Also, Peters, Bouck and Salmon-Stevens have received a step grant to write for a NSF grant.
   Colleen Kaiser and Pat Jenkins received a stipend to work on writing a grant on virtual reality.

4. WWHEL logistics
   • Salmon-Stevens reported the workshop will be held in the University Rooms in the PSC. Lunch will be in Velzey Commons. The issue of parking for participants was addressed. Provost Ford will tell campus police not to ticket in lots in front of the library, tower, and field house. Salmon-Stevens will be the contact person for WWHEL, as well as emergency contact.
   Our workshop will be the first. Chris Clarke-Epstein will be our speaker. It is being promoted on the WWHEL website.
   • Committees: Promotions: Mari McCarthy is helping with this. We need folks to promote it around the area, including Dubuque, Platteville, South West Tech etc. Registration: WWHEL will do it on their web site, but we’ll also need to run the registration desk, where there will be packets of information to give out. Speaker: Salmon-Stevens is in charge. Food: talk with Lisa in catering for options and work with the budget committee. Agenda & Evaluation: Salmon-Stevens said that WWHEL has an evaluation tool. Budget: we need to stay within the budget. Salmon-Stevens and Schulman will work together on this.
   • Misc:
     Kelley asked what is the most we can accommodate? Bouck indicated 80. Attendance isn’t limited to only those in education. Community members and students are welcome, as well.
     Burns discussed the potential of hooking luncheons for female students to WWHEL to make both more visible.
     We need an MC to introduce speaker & the conference. Ford suggested Chancellor Butts do a welcome speech. Bouck will ask her.
     In the past, the Provost has paid for some people to attend the annual conference; has she paid regional? Ford will check with Butts about providing some support, particularly for students who want to attend. Ford suggested adding something to registration form that will let members pay for a student to attend the workshop. Burns said the registration committee could find the students to recruit.
5. WWHEL Committees:
   **Registration:** Burns, Mroch, Kelley. They will update us at the January meeting.
   **Promotion:** Hines, Clark, Salmon-Stevens. Salmon-Stevens will send e-mails.
   **Food:** Burns and Williams. We need arrival food, mid-morning snacks, lunch, afternoon snack or package to go. Food committee will work with budget committee.
   **Agenda & Evaluation:** Hines & Mroch.
   **Speaker:** Salmon-Stevens
   **Budget:** Schulman and Salmon-Stevens. They will report all anticipated expenses to us, which includes meal expenses, technical equipment, fees for set up and tear down.

6. Campus safety issues: Discussions with campus police involved a concern about follow through. If we find we need something very expensive to make a place safe, it must be in the Dec. 2 Budget; otherwise it will have to wait until next year. If the changes are more cosmetic (cutting bushes etc.) there’s not a time issue. Our idea is to have it early in December. The question was raised re: whether we should own this event or try to encourage students or campus safety to carry out the event? Clark thought Student Senate should sponsor it with participation from other groups. Kelley thought the Women’s Center should be in charge of it. Mroch suggested that the Resident Hall Association (RHA) Council be in charge. Burns moved that Mroch take it to RHA Council. Clark said it should have Administrative backing, to work with students—specifically, Egley and Caywood working together to get it organized. Mroch says having the RHA Council would get it done faster—less bureaucracy. Burns moved that we urge RHA Council to organize it and we will help them. At a future time we could work with administration. Williams seconded Burns’ motion. Motion carried. Mroch will talk with the RHA Council next Sunday. Clark will speak with Caywood.

Williams moved to adjourn, Mroch seconded.
Meeting Adjourned 11:54 a.m.

Minutes respectfully submitted by
Mary Rose Williams