**Committee on the Concerns of Women**

**December 3, 2012**

**12:15pm-1:30pm**

**Student Center, Room 1849**

**Committee Meeting Minutes**

**Present:** Carolyn Fallahi, Ellen Retelle, Jacqueline Cobbina-Boivin, Joanne DiPlacido, Myrna Garcia-Bowen, Leah Glaser, Jaclyn Hennessey, Bobbie Koplowitz, Rosa Rodriguez, Kristine Larsen, Sandra Matthews, Fiona Pearson, Rebecca Pickering, Kristin Pitt, Kathy Poirier, Heather Prescott, Susan Slaga, Jason Sikorski, Laura Tordenti, Eva Vrdoljak, Kim Szews

**Absent/Excused:** Marisol Aponte, Candace Barrington, Emily Chasse, Kim DeMichele, Susan Gilmore, Kathy Hermes, Heidi Huguley, Meg Levvis, Kate McGrath, Carol Morano, Sam Ozzone, Karen Ritzenhoff

1. Attendance and Welcome

2. Approval of Minutes

* Corrections to last month’s minutes: $1000 for Enough Race against violence was approved on the November 10th, 2012, agenda.
* Corrections to last month’s minutes: Kathy Poirier was present (listed as not present), Kristin Pitt was not present (listed as present); Sandra Mathews was present (listed as not present); Fiona Pearson was present (listed as not present); Jacqueline would like to be called Jacqueline not Jackie
* Committee reviewed the minutes from November 12, 2012 CCW Committee Meeting
* Vote was unanimous to accept

3. Budget Report

* Copy center budget needs to be included. $500 originally and now we are down to $438.95. CCW 001 account has $909.51.CCW030 account has $3287.55.

4. Old Business/New Business

* The primary foci of the December meeting were CCW’s mission and goals and the subcommittee’s goals; also, hiring an assistant in the RBWC was discussed due to the email exchange during the weeks prior to the December meeting. Consequently, the committee members were asked to review the subcommittee reports.
* Assistant in the RBWC: R. Rodriguez is responsible for hiring the assistant in the RBWC. Rosa reported she has been discussing the situation and working with Jacqueline Cobbina-Boivin for the past 2 years. Asked Jacqueline to start counting how many students serving. At this time, have not received numbers. Then will be able to tell how many students serving and types of services they are receiving.
* Rosa’s goal is to hire someone to focus on sexual assault victims. However, this position is part time and the pay is low; consequently, it has been difficult to hire for the position. Also, several people had started, but did not continue. CCSU needs someone who has some experience providing services to victims. R. Rodriguez shared that 20% of her budget is allocated to diversity grants; 20% goes to sexual assault training. Rosa has contacted the office of victim services has spoken with Michelle Cruz to help recruit. Members can support Rosa by suggesting individuals who may be interested in the job. Rosa and Jacqueline will further discuss the assistant’s position. Also, Jacqueline is a 10 month position. If someone seeking services, individuals need to contact Rosa’s office.
* RBWC. Jacqueline stated that the RBWC is a viable part of this campus. She expressed concern that having only students staff the RBWC because they don’t have knowledge and experience it limits the services the RBWC provides. Rosa stated that she trained students in her office so that they were ready to apply for positions in other organizations and that her students stayed for four years. Jacqueline also trains her students.
* R. Rodriquez reported that Nick D’Agostina was hired in the Office for Diversity and Equity to assist her. He will begin in late December. He has extensive experience with affirmative action, LGBT concerns, and has a male perspective. Additionally, N. D’Agostina may take a leadership role with the bullying issues. The Office of Diversity and Equity will partner with HR on the bullying issue.
* Over 100 people there. 150 there. Were expecting 25. Spent a lot of money for disability awareness month. Re-evaluate how we are doing those programs. Fiona wants to know more about what programs and how are they linked?
* Emails: L. Tordenti expressed concern about the tone of the emails exchanged prior to the December meeting.
* Budget Reduction-CCSU’s budget will be cut 5% or 10% in the spring term. Consequently, every office will be asked to provide the same level of services with less money. There is overlap among various social justice groups on campus. With this in mind, the CCW will need to work with other university and community groups in supporting the CCW’s mission and goals. In the spring term, one of our goals should be to identify how we can share resources, co-sponsor activities, work collaboratively, and support other university committee’s that overlap with our work. It was suggested that the RBWC hold events and activities that serve large number of individuals and that eliminate activities and events that serve few individuals. There were several concerns about which activities and events would be eliminated. J. Cobbina-Boivin responded that many events have large numbers of people. For example, over 100 people attended a presentation on force marriages.
* C. Fallahi shared that CCW submits a yearly report to President Miller; he responds to each item. The report and the response are posted on the CCW website. Not all committee members were aware of the report and President Miller’s response. Fiona Pearson suggested that the report is shared with the CCW. Other members agreed.
* Next Steps for CCW: The mission statement and bylaws were distributed. Committee members. At the next meeting the committee will review and discuss CCW’s mission statement, by-laws, goals and foci of the CCW. evaluate the purpose and goals of each subcommittee. Members of each subcommittee decide if they want to continue. Discuss how all CCW members can support initiatives. Identify projects and activities that overlap with other CCSU committees and community groups.

5. Important Events at CCSU

6. AAUW (Laura Tordenti)

* Kathy or Jacqueline. Dr. Carol Arostic…. Alum of CCSU and graduate of UConn decided that she would give funds for UConn and CCSU to sponsor a student to attend the AAUW conference; CCSU and UCONN would alternate each year. Jacqueline will send the letter out that about the scholarship.

7. Sub-Committee Reports

**PLEASE READ the REMAINING REPORTS: Committee will discuss mission, goals, and history of CCW; work and accomplishments of CCW’s subcommittees, and its relationship with WGSS and the RBWC.**

**a. Budget Committee (Ellen Retelle and Kathy Poirier)**

* Copy center budget about $400.

**b. Job Place Bullying and Harassment (Kathy Hermes)**

**c. Women of Color Support and Concerns (Rosa Rodriguez)**

**d. Women’s History Month and Luncheon (Ellen Retelle)**

Women’s Day Luncheon and History Month Minutes

November 13, 2013

Attendees: Heather, Susan, Jacqui, Ellen, Joanne.

Philbrick Room 12:30

1. Speaker (invite, cost, stay in touch prior to meeting) Dates March 6 or March 14. The following four speakers were identified as possible speakers at the Luncheon: Yvonne Akpalu (CEO & Founder of Why Science), Margaret, Dionne Henry (Repair Develop Engineer [Pratt & Whitney](http://www.pw.utc.com/)), and Sally Hill (Eli Whitney Museum). Ellen and Heather will contact Yvonne and Margaret to see if they are available and to find out the cost for speaking at CCSU. We’ll share this information with the committee ASAP.
2. Agenda for luncheon and other speakers: One of the CCW co-chairs will MC the Luncheon. Heather will provide background information about International Women’s Day. Ellen will ensure that the AV equipment is set up.
3. Invitations: Joanne will invite administrators to the meeting. In the past, Laura Tordenti has provided 20 complimentary tickets for students.
4. Tickets will be sold through Centrix.
5. Poster, & Publicity: Allison (women’s center will create the poster; women center volunteers will put up the posters around campus in mid February). The information will be sent to Mark McLaughlin and we may send personal invitations to departments whose students may be interested in the presentation. Will further discuss at the next meeting. The information will be posted on the CCW, Women’s Center, and WGGS websites (Ellen added the last two after the meeting).
6. Library Display-Susan will find out if there can be a display for the week or the month. Also, will use materials in the library.
7. Order Food – Jacqui contact Lori Bachus to order the food. One week before the luncheon, Lori will need the final count. Ellen will send the information from the 2012 Luncheon.
8. The committee may buy pens as a memento to be given out at the luncheon.
9. If extra funding is needed, WGGS and the History Dept have contributed money in the past. The committee may ask other departments if needed.
10. Information on the National Women’s History Project website.

e. **Work Life Family Balance (Fiona Pearson and Leah Glaser)**

* Stocking the lactation room and the library. There will be another one in the new building. 1 for sure and it should have a sink and more of the amenities that are needed for the room. Rosa…. Tell me what you need. Fiona updates on the drop in center. Just sent out correspondence with Jason Jones and Chris Galligan and Eric Bergen (president of SGA). Agreed to provide funding for next year. Want to commit to that in writing. $30K is need to run if for the 2012-2013 academic year. Also working with grants for the upcoming year. Limited funds…. Could purchase supplies and provide for clerical and promotional supplies as well. Still waiting to hear from SUOAF and AAUP. Will roll over budget and will talk to CSU to support a pilot program. Comprehensive analysis of child care to be done next year. And GSA is supportive as well. Fiona and Leah are going on sabbatical in the spring. Will need help in the spring.

**f. Scholarship (Emily Chasse and Jacqueline Cobbina-Boiven)**

* Committee met to discuss scholarship for next year

**g. Sexual and Relationship Violence Prevention (Joanne DiPlacido)**

Sexual and Relationship Violence Prevention

November 15, 2012

Present: Carolyn Fallahi, Joanne DiPlacido, Jacqueline Hennessey

Absent/Excused: Jason Sikorski, Jacqueline Cobbina-Boiven, Bobbi Koplowitz, Meg Levvis

1. We wanted to follow up the Stalking Policy (Rosa has the template for this) and the Status of the Interpersonal Violence Policy (originally part of the sexual misconduct protocol and was going to be a separate policy). Put back into the sexual misconduct protocol? Carolyn will follow up with Rosa about this and report back to the committee.

2. Sexual Assault training and alcohol training. Jackie H. e-mailed the trainer. Laura Tordenti is going to send Jackie the policy and Jackie will follow up.

3. How to help cards will be distributed to CCW.

4. Programming or panel during sexual assault month in April. We could get people from SACHS to come and speak. We were talking about having survivors and people who worked in the field.

5. Take back the night: April 10th. We wanted to find out from Jacqueline (WC) what other events are happening in April? Carolyn will send an e-mail. We want to bring people in.

6. Next October, Domestic Violence Month. We want to plan something. Again, we would need to discuss this with Jacqueline in order to coordinate with the WC. Carolyn will send an e-mail. They did the Red Flag campaign (small red flags that people write …. Inspiring messages, parts of stories, put around student center). We were wondering what else has been done?

7. Enough Race: April 21st. SACHS and CCW co-sponsor this event. Continue to see that as a CCW event. Speak out. Reserved the student center for tabling. Will be even bigger this year. CCSU waived the fees last time and we will ask again.

Respectfully Submitted,

Carolyn R. Fallahi

**h. Sexual Minorities (Ellen Retelle)**

* No Report

**i. Mentoring (Carolyn Fallahi)**

Mentoring Sub-Committee

November 29, 2012

Present: Carolyn Fallahi, Rebecca Pickering

Absent/Excused: Ellen Retelle, Bobbie Koplowitz, Kathy Poirier, Jacqueline Cobbina-Boivin, Karen Ritzenhoff, Sandy Matthews, Myrna Garcia-Bowen

I. Additions to the website:

1. hours and information on the CCSU Art museum on campus: Carolyn
2. On-going events on campus: Carolyn
3. Sports schedule: Carolyn
4. Music/theater shows: Carolyn
5. How to advertise on campus: Carolyn
6. Explanation of the DEC: Carolyn
7. Explanation of the SUOAFF P & T: Myrna
8. Committees available on campus: Carolyn
9. Campus Map: Carolyn
10. Resources on campus, e.g. counseling and wellness, ING counseling, employee assistance program, links to HR, Women’s Center: Carolyn
11. Negotiating your salary: Carolyn
12. Process to schedule a room, order food, student center, event management, Sodexho: Carolyn
13. Tuition reimbursement for employees: Rebecca

Carolyn will schedule new employee interviews for our next meeting in January.

Respectfully Submitted,

Carolyn R. Fallahi

**j. Health Education for Women (no chair)**

* No report

**k. Women’s Center Report (Jacqueline Cobbina-Boivin)**

* Committee discussed staffing at the Women’s Center: 4 full time positions
* Advocacy services to working closely with Women Center coordinator
* Need a part-time victims advocate, would like to refill the position. Approx. 19 hours per week
* This fall term, 70% of training sessions provided to residence halls were at no cost. Want to continue that model.
* The center would like to conduct an intake process: how many students are seeking services and what services they are receiving.
* There is a model used across the country, separate office to provided victims with interpersonal violence issues.
* Because of budget constraints, the center is trying to provide more services with less help. Considering cutting down on activities.
* The center is hopeful for change in the future. They are committed to providing proper services.
* The CCW will help recruit the right individuals for positions at the center. Someone to connect to students. To move the center forward it needs a person there to serve as an advocate. Someone who knows how to discuss women’s issues across the board.
* Committee suggested a UA or GA position for the center for help and support.
* CCW and Women’s center can collaborate to create UA or GA position
* The center wants to have a programing plan. It’s a must because of cost and notifying students of programing. Reevaluate how we are program: outcomes, attendance, our expectations, etc.
* Committee agreed to redefine the committee’s focus. Need specific goals.
* Next steps at next meeting!

8. Announcements:

a. Schedule of meetings for the upcoming year:

Monday, January 28, 2013

Monday, February 25, 2013

Monday, March 18, 2013

Monday, April 15, 2013

Monday, May 6, 2013

b. Happy Holidays to you and your family!