



President's Commission on the Status of Women

Minutes for Meeting Held on September 21, 2005

Present: S. Cardenas, D. Christman, A. Diaz, A. Hernandez, P. Hynes, T. Stanford, T. Sterling and E. Titus (Chair)

1. Approval of the Minutes

- a. The minutes for the meeting held on April 13, 2005 were approved as submitted.

2. Informational Items

- a. E. Titus shared with the group a memo from Ben Woods regarding the status of activities associated with the Employee Campus Climate Survey Committee. The Commission may be asked to review and make recommendations on results of the survey relating to gender issues.
- b. The Omsbud proposal has been assigned by President Martin to Christina Kelley Chavez for further review and action.
- c. All members of the Commission were asked to review the mission statement for the Commission.
- d. President Martin is funding membership in the Association for Women in Science. There are four institutional representatives under the membership benefits. The Chair of Commission will be designated as one of these four institutional members representing NMSU.
- e. Melanie Martin, a founding member and student representative to the Commission, has resigned. She has accepted a job position out of state.

3. Subcommittee Reports

- a. Institutional Data Gathering (E. Titus reporting)
 - i. E. Titus met with Judy Bosland, Interim Director of Institutional Research, to brief and update her on data gathering activities of the Commission. The goal will be to have by the end of the academic year, core data sets which will then be reported out routinely every three years with a focus on gender breakdowns. Also discussed, was the need to have the faculty pay equity study done on a regular schedule and have the data reported out.
- b. Review of Institutional Documents (A.Hernandez reporting)
 - i. The subcommittee is currently reviewing the Business and Finance Policy Manual. Four chapters have been completed.
 - ii. The 2005-2006 NMSU Policy Manual has just been published and distributed. Gender neutral language recommendations have been made and incorporated into the main body of this manual. Changes in language still need to be made to the appendices.
- c. Monitoring trends/policies (T. Stanford reporting)
 - i. This subcommittee has agreed to work on the development of a parental leave policy for the 2005-2006 academic year.
- d. Gender Equity Policy (P.Hynes reporting)
 - i. A draft report on the work done over summer 2005 by the subcommittee report was distributed. All members of the Commission were asked to read this document and it will be discussed further at the November meeting of the Commission.
 - ii. It was agreed that a Policy Development-Gender Equity Policy Subcommittee would be formed and added to the Commission's List of Subcommittees.

4. Other

- a. All members of the Commission were asked to review the sub-committee membership list and the 2005-2006 Commission membership lists for accuracy. Send any corrections, deletions, additions, etc. to M. Torres at mtorres@lib.nmsu.edu.
- b. It was agreed to create two new subcommittee which are Policy-Gender Equity Policy and Policy-Parental Leave Policy.
- c. It is likely that the NMSU Employee Campus Climate Survey Committee will forward a request for the Commission to assess results of the survey dealing with gender issues.
- d. A calendar of scheduled meetings for the Commission for 2005-2006 was distributed. Also, scheduled are the Chair's meetings with President Martin.
- e. At the request of a member of the Commission, an informational conversation was held pertaining to concerns of members of the department of mathematical sciences.