

**SUU Women's Network
Board Meeting
March 5, 2019**

Present: Jennifer Hunter, Jacqueline Russell, Deena Marchal, Ann Marie Allen, Laura Davis; Shalini Kesar; Ali Saihpush; David Tufte

Minutes from the 2/5/19 Board Meeting were approved. The next meeting will be March 26, 2019 at 9:00 a.m. in B304H.

UWHEN Report

Deena reports 19 faculty and staff signed up to attend the UWHEN Annual Conference on April 5, 2019. Funding has been provided for several more to attend and there are three 15-passenger vans reserved to transport those from SUU who wish to go. It will be a Professional Development day so no personal time will be required to attend. There will be another push for attendance in the March SUUWN Newsletter.

Jennifer would like to create a Sub-Committee for UWHEN which would include UWHEN representatives - Jacqueline Russell and Jennifer Leard, for future collaboration and representation efforts with the SUUWN organization. We need to formally apply to be a UWHEN Chapter and it needs to be formally approved by the UWHEN Board. In order to do so, their Chapter 7 Bylaws need to align with the SUUWN Bylaws. The sub-committee will work on this together.

Upcoming Election

To date, there are only eight nominations for the 2019-2020 SUUWN Board positions. Jennifer will contact those who were nominated to make sure they accept the nomination prior to Spring Break. Another email will go out today encouraging members to submit nominations. Nominations will close on Friday, March 8, 2019. Voting will open on March 17th and close on March 28th. Those elected will be contacted on April 1st and they will be announced during the SUUWN Panel at the Festival of Excellence on April 2, 2019.

Outreach

Deena created a report generated from the meeting with Mary Jo Anderson and Barbara Rodriguez to discuss SUUWN History and Values. This will be shared in the future and utilized in future planning.

Shalini would like to do a Twitter #SUUWN and plans to set it up so that events, announcements and promotions with SUUWN can be shared.

Professional Development

There were 25 people at the Spring Panel, which included several community members. It was a great event and very insightful. Provost Brad Cook and Cynthia Kimball-Davis did a great job in their presentation and following Q&A with attendees.

There are no planned events in March due to Spring Break and Founders Week. However, Laura will be working with others to prepare for the SUUWN Panel at the Festival of Excellence on April 2nd. The time slot will be shared as soon as it is available.

The next Critical Conversations is slated for May 2019.

Budget

Angela was absent but provided a report as to the current standing of the SUUWN Budget. To date, only one transfer for UWHEN funding has been made, but others will be contacted and asked to do so. Deena continues to register those who wish to participate in the UWHEN Conference and will transfer expenses to the Index as they come through. The Budget and any funds which remain at the end of the fiscal year do roll over for the next year.

Social & Welcoming

We will purchase ice cream for the Spring social to be held on April 23rd using Deena's PCard (following proper authorization for food purchase). Members were asked to bring any surplus napkins, bowls, utensils, etc. to the April meeting to ascertain whether additional items need to be purchased. Board members will have business cards to hand out with labels on the back asking those who are interested in SUUWN to provide an email address. New 2019-20 Board Members will be introduced at the social as well and will shadow the current Board Members during May.

Misc.

Other topics of discussion included:

- Funding students to attend UWHEN and getting their feedback on the experience for a write-up or spotlight in the Newsletter and on the webpage
- Development of a Professional Code of Conduct/Ethics for our organization
- Ombudsman on campus to promote a safe place to facilitate conversation
- Board of Trustee Award Nomination for Diversity and Inclusion - SUUWN

Upcoming Events

March 26th - SUUWN Board Meeting. 9:00 a.m. in BB304H

March 28th - Voting closes

April 1st - Contact Winners of election

April 2nd: 2019 Festival of Excellence - SUUWN Panel Presentation on "Moving the Needle"

April 5th - UWHEN Conference at Dixie State College - Full Day for Professional Development

April 23rd - Year-End Bash will be held at the Library Quad from 3:30 to 5:00 p.m. (Starlight Room in the event of inclement weather).

May 6th - New Board Member Shadowing

May 7th - SUUWN Board Meeting. 9:00 a.m. in BB304H.

June 18th - Shaking Hands Around the Room with Debbie Corum

Assignments:

Registration for UWHEN/Track Funding and Participants - Deena

Nomination Contacts - Jennifer (by email)

UWHEN Agenda - Jacqueline

Election/Voting Calculation - Jennifer, Jacqueline, Shalini

UWHEN Sub-Committee/Formal Chapter - Jacqueline, Jen, Jennifer L.

High Five Awards - Bryan, Ali, Cindy, Jen

2019 Newsletter Ideas Shared Google Doc - Jen

SUUWN Focus/Values Report: Faye, Deena

Flyer for SUUWN/UWHEN: Faye

Newsletter/Events/Professional Dev. Emails and Distribution - Kenzie

Funding & Expense Transfers for UWHEN, etc. - Angela, Deena

Festival of Excellence Panel/Presentation and Agenda- Laura, Jen

Year-End Bash Agenda - Ali, Deena

SUUWN/Event/UWHEN Conference Promotion - Everyone

Work on Annual Report - Deena