Minutes


Absent:  A. Westhoff

I. Approval of minutes for the November 1, 2011 meeting – Michele Starzyk
   a. Motion to approve. Seconded. Approved.

II. Treasurer report – Michele Starzyk gave report in Cindy Fendrick’s absence
   a. Current balance in Banner is $17,027.72
      i. Changes since last meeting: payment of $276.30 for final summit scholarship winner
      ii. Pending items: $50 for the brown bag luncheon with Dr. Kirby
      iii. Main expenses for the year will be the awards luncheon and the summit.

III. Eileen B. Lieben Center for Women Report – Lori Durako
   a. Thank you to those who helped or attended Miss Representation. Over 200 people attended and this was a very successful event for the center. They might do a second showing next semester. We own the rights to the movie, so we can show it as much as we want to. Some faculty even gave extra credit to their students for attending and a faculty member brought her class to the film. It was great!
   b. Two internships are open and are on Jobs4Jays and the Lieben Center website.
      i. Programming internship
      ii. Women’s History Month internship=>Dr. McEwen will offer history credit for this internship
   c. Friday, December 9 the center will do a service project, blanket making for the Juan Diego Center. Will also be a nice stress reliever for students as they prepare for finals week.
   d. Starzyk complimented Lori on a great semester and thanked her for doing a good job with Miss Representation.

IV. Russell Child Development Center Report – Katie Miller
   a. They had a very successful Holiday Bazaar fundraiser and netted over $8,000. Thank you for helping, baking, and attending the luncheon! The money raised will go to scholarships for families in need, repainting the center, and extra teacher trainings.
   b. They have had great connections with the Creighton community this semester. Fr. Roc O’Connor celebrated his birthday with the children, the Jesuits have been reading to the children, and they have continued a relationship with Seven Oaks of Florence retirement community. They will also be helping Precious Memories childcare center, a low income center, with some teacher trainings and showing them some best practices in the field.

V. WIMS Report – Roselyn Cerutis
   a. No report.

VI. Old Business
   a. Paid Parental Leave – Mary Duda and Work/Life Subcommittee
      i. The Benefits Committee is on board for the proposal and is very supportive. Two Benefits Committee members will come to the next subcommittee meeting.
ii. Presenting the proposal to Academic Council and Staff Advisory Council in January and hope to gain their support.

iii. Duda spoke with Tammy Biggs in Human Resources and has some updates to the policy after that conversation. Duda passed out an updated proposal (see attached).
   1. The policy would not be implemented in the way the subcommittee envisioned, particularly in the way sick time would be used. A person cannot use sick time past when the doctor says a mother can return to work. A mother would need to use sick time prior to using the maternity leave benefit.
   2. Short-term Disability is not taxed, so the 67% of a person’s salary that they would collect would be pretty similar to an actual paycheck.
   3. An employee can use sick/vacation hours to cover their benefits premiums while they are on leave.
   4. Toni Parsley in Human Resources would work with a parent to make the best choice of when to use sick time, vacation time, and the maternity leave benefit.

iv. Questions from committee members:
   1. Question: What happens if a person who gets pregnant did not sign up for Short-term Disability?
      a. Answer: They would only get paid for any sick or vacation time they use, as well as whatever maternity benefit would be available (2 or 4 weeks, depending on what might be approved).
   2. Question: Can a person use parental leave if they do not have sick time? The first bullet in the explanation chart is confusing.
      a. Answer: Yes they can still get parental leave regardless of sick time. The bullet will be revised.
   3. Question: How is the column “Birth with no disability” different than with disability?
      a. Answer: A person can get 4 weeks paid whenever she wants. Could use the 4 weeks right away after the birth, but should consider using sick time during the two week waiting period.
   4. Question: Does an employee have to use up sick time in order to use the parental leave?
      a. Answer: No—we can revise the chart so this is clearer.
   5. Question: When do dads use their 3 days of sick time?
      a. Answer: Whenever they want.
   6. Question: What if a dad does not have any sick time?
      a. Answer: He will still have 4 weeks of parental leave to use.
   7. Question: Does a dad have to use 3 days of time or can he just use the 4 weeks parental leave?
      a. Answer: Not sure—will ask Tammy Biggs.

v. Biggs suggested Duda to not include the chart when the proposal is shared with the Cabinet. It might overwhelm them. It might be best to do the chart in an Appendix.

vi. The subcommittee tried to estimate the cost of a parental leave policy, but it is difficult.
   1. Creighton averages 50 FMLA claims annually. This equals approximately $200,000 in salary.
      a. But departments already budget salary so there is not a loss here. The only cost to a department would be if they have to hire temporary or part-time staff/faculty, or pay overtime but we do not have the data on how many departments incurred extra costs.
   2. The subcommittee will continue to work on the cost estimate since it is difficult to figure out with so many variables.

vii. Starzyk asked Duda to talk through what the subcommittee’s next steps are.
    1. They will meet as a subcommittee next week and make updates to the chart and the proposal. This will be shared with the Benefits Committee for their support.
    3. Have CSW vote on the proposal in January.

viii. Starzyk reminded the subcommittee that we should get moving on this and vote soon so we can present this to Cabinet in a timely manner.

ix. Another person asked if we will share all three proposed options with the Cabinet.
1. Answer: Yes.

2. There was a suggestion to ask the Staff Advisory Council, Benefits Committee, and Academic Council to support one option. Maybe we can propose one specific option, but then have the other two available for Cabinet to review.
   a. Another person brought up the fact that we would be underbidding ourselves if we did that. The Cabinet will choose the option that appears to be more affordable. Maybe we should only advance one option.
   b. It was decided that CSW will prioritize one option at our January meeting.
   x. Starzyk encouraged committee members to go to their peers for input on what option they would want to see.
   xi. Duda will send updates to the proposal to Wadas-Thalken for distribution to CSW.

1. Please direct any questions regarding the proposal to Duda.

VII. New business
   a. Subcommittee chairs share how each subcommittee is working to fulfill our “Way of Proceeding” document.
      i. Awareness/Outreach
         1. They will be focusing on three areas this year.
            a. Creating a Wall of Honor that will display women who have made a lasting contribution to Creighton throughout history. Will start with a website and hope to have a physical wall in the future. The list of women will include past Mary Lucretia and Sarah Emily Creighton Award honorees. The subcommittee has started an initial list and will ask CSW members for input as well.
            b. Support brown bag lunch topics. They may also take up topics submitted at previous summits.
            c. Will determine which departments we are currently partnering with and how we can use good communication plans and procedures. Will also discuss how to use our website and Facebook more effectively.
      ii. MLSE Luncheon
         1. They will continue the tradition of the luncheon. This tradition will support the following goals and objectives in the Way of Proceeding.
            a. Goal 3, Objective 1: Increase awareness of the CSW on campus.
               i. Will promote nominations and honorees in various ways, including YouTube videos.
            b. Goal 4: Encourage female University leadership and promotion.
               i. The award honors these leaders and promotes them as examples for leadership on our campus.
      iii. Summit
         1. The Summit subcommittee will address the goals and objectives that specifically mention the Summit.
         2. They will also touch the mentoring goal and the promotion of leadership.
            a. They are looking into doing a book group and have actively recruited students to attend the Summit, in partnership with the Lieben Center.
      iv. Work/Life
         1. They are also specifically mentioned in the plan in Goal 5.
         2. Lactation: will do more once the parental leave proposal is settled. Information on lactation spaces will also be in a parental leave educational handout for expecting parents.
            a. This will particularly touch Objective 3.
         3. The subcommittee will continue to do brown bag lunches.

VIII. Subcommittee Announcements
   a. Awareness/Outreach
      i. Eden passed around a drafted list of women to include on the Wall of Honor. Please send additional suggestions to Eden. The subcommittee will narrow down the list, but hopes to have a large brainstormed list to work from.
b. MLSE Luncheon
   i. The subcommittee is in the process of reviewing nominations for the MLSE award. If you wish to participate in award review, please let Katie know after the meeting.
   ii. Once MLSE award honorees are determined, we will email CSW before sharing the decision with the entire campus. Honorees will also be notified before the CSW and campus announcement.
   iii. Reservations for the awards ceremony will begin after the holiday break.

c. Summit 2012
   i. Registration for the Summit is live. Please register!
   ii. Email the names of students you’d recommend to attend to Allison (any level of student, including professional students). They will receive a special invitation to register.
   iii. Program submissions are open as well. Please consider submitting a program proposal. Submissions are due January 26.

d. Work/Life
   i. Brown bag lunch session Thursday, December 8 at noon in Skutt 104. Please come!

IX. Closing
   a. There is a webinar on January 17th sponsored by WIMS: Confidence and Assertiveness Skills for Women. More information is available online.
   b. Reminder: January meeting will take place the second Tuesday of the month (normally we meet the first Tuesday) => January 10. This change is made in order to accommodate the undergraduate course schedule; undergraduate classes begin Wednesday, January 11.

2011-12 Meeting Dates
All meetings are 12:30-1:30 p.m.
Tuesday, January 10, Skutt 105
Tuesday, February 7, Skutt 104
Tuesday, March 13, Skutt 105
Tuesday, April 3, Skutt 105
Tuesday, May 1, Skutt 105

Upcoming Events
Mary Lucretia and Sarah Emily Awards Luncheon (February 9, 2012)
2012 CSW Women’s Summit (March 16, 2012)