Mission Statement: The Mission of the Millersville University Commission on the Status of Women is to foster a university climate that promotes full and equal opportunity for women to study, work, and live in an environment free of discrimination and harassment. The Commission actively supports university policies, practices, and programs that address issues and concerns pertaining to campus women.

Present:  Pete Anders   Alice McMurry
Jan Bechtel   Lina Ospina
Janis Bond   Ruth Salinkas
Autumn Croasmun (GA)     Kayleen Spencer
Michal Frankowski   Jayme Trogus (Chair)
Cheryl Gahring   Dr. Kat Walsh
Mindy Lefever   Tom Waltz
Hiram Martinez   Dr. Tracey Weis

I. Approval of Minutes

Members were asked to look over the minutes and send any recommendations to A. Croasmun via e-mail. Any changes recommended were made and the minutes have been uploaded to the Women’s Commission MU website.

II. Spotlight

P. Anders reviewed MU’s annual Safety and Security Report in accordance with the Clery Act. The Clery Act requires all colleges to collect data regarding crime taking place on campus and submit an annual report. The report is submitted every October and consists of data for the previous year. P. Anders discussed with the commission who is considered a mandated reporter. A mandated reporter is anyone a student feels comfortable coming to report a crime to with the exception of; individual faculty non-advisors, campus health center physicians, clerical staff, and licensed counselors. When reporting a crime the type of crime, location of crime, and who was involved must be included in the report. P. Anders concluded by answering questions from commission members regarding the Clery Act and annual report.

III. Chair’s Report and New Business

J. Trogus shared with the commission the dates for the Bystander Intervention Training. Bystander Intervention Training will be held on Monday, February 3rd and Wednesday, February 5th from 2pm to 3:30pm. The location for the trainings will be e-mailed out to
all commission members as soon as one is secured. J. Trogus informed the commission that the training will be facilitated by Nick Miron from the YWCA. The training is optional and commission members interested in attending the training may choose either date to attend. J. Trogus stated that Bystander Intervention Training offers information on how to prevent or intervene when there is a threat of sexual violence. At the end of the discussion J. Bechtel asked if students had already done the training and J. Trogus stated that Orientation Leaders have been trained and are able to facilitate the training in small groups during orientation.

J. Trogus discussed the Department of Justice Grant with the commission. The grant is a three year and three hundred thousand dollar grant to put towards domestic violence, stalking, and sexual assault prevention programming. The proposed release date for the grant was December 12th and all grant proposals are due by February 12th. J. Trogus informed the commission that J. Bechtel, Maria DeFelice, H. Martinez, and A. Croasmun met to discuss applying for the grant and would like to get the commission to embrace the opportunity to apply for the grant as one of the concerns expressed at the fall reception was the lack of a response team on campus and a need for more prevention programming on campus. J. Trogus discussed developing a working group to write the grant and asked any commission members interested in assisting in writing the grant to e-mail A. Croasmun. At the end of the discussion of the Department of Justice Grant P. Anders stated that the biggest value the grant offers is for the student community as it would allow a place on campus for students to go to feel safe and to have advocacy and prevention programming.

J. Trogus informed the commission that MU is in the process of developing a sexual misconduct policy that goes beyond sexual harassment and will be established within in the next six months. Under the sexual misconduct policy faculty will be provided training on dating violence, sexual assault, and stalking. H. Martinez stated that under the sexual misconduct policy the training for faculty will be mandatory.

Each year students or faculty create portraits to recognize retired faculty that made significant contributions during their time at MU. These portraits are then displayed in Stayer with a plaque for students, faculty, and staff to enjoy. J. Trogus informed the commission that one of the portraits received last year had a controversial name and asked the commission for assistance in deciding whether to have the piece displayed. H. Martinez stated that the commission can move forward with hanging the portrait.

IV. Commission Reports

The President’s Commission on Cultural Diversity and Inclusion:
K. Walsh shared with the commission that the PCCDI executive committee meeting would be taking place on Thursday, December 5th and the next commission meeting would be on Monday, December 9th. K. Walsh concluded her discussion of the PCCDI by stating that the commission is working on a couple of items that she will be able to report further on at the Women’s Commission February meeting.

**The President’s Commission on Gender and Sexual Diversity:**

J. Bechtel stated that the PCGSD next meeting will take place on December 16th. At the meeting the commission is hoping to finalize their bylaws. J. Bechtel reported that the commission is hoping for opportunities to collaborate with the other commissions and organizations on programming during the spring semester. J. Bechtel concluded her discussion by stating that the PCGSD will contribute to programming for the Women’s Commission 25th Anniversary.

**V. Committee Reports**

**Allocations and Endowments:**

A. McMurry reported that the allocations and endowments committee held their first meeting. During the meeting the committee reviewed the application and guidelines for applying for the allocations. After reviewing the original allocation guidelines the committee is considering allowing applicants to apply for funding to support not only attending conferences but research as well. The committee would like to have the applications for allocations due in March and announce the winners in April. A. McMurry concluded by informing the commission that the committee is deciding whether to offer applicants the opportunity to apply for one large award or offer several smaller awards to help more people.

**Receptions and Special Events:**

J. Bechtel announced the receptions and special events committee decision to host a summit in celebration of the commission’s 25th anniversary. The summit will be held on April 9th and the theme will be Empowering Women to Look Back to Move Forward. The day will consist of two sessions during the morning. The first session will focus on decent work for women and the second session will focus on decent lives for women. During the afternoon those attending the summit will have the opportunity to attend the Theatre of the Oppressed that will present vignettes surrounding issues discussed during the morning sessions. The summit will conclude with a living room conversation. The receptions and special events committee would like to offer attendance to the summit to other organizations in the community also celebrating an anniversary this year, specifically the YWCA. J. Bechtel shared with the commission that the committee’s goal for the summit is to encourage interaction between faculty, staff, and students. In conclusion J. Bechtel presented the commission with the receptions and special events budget request of five thousand dollars.
Promotion of the Commission:

A. Croasmun reported on behalf of Erin Dorney for the promotion of the commission committee. A. Croasmun shared with the commission that the committee held their first meeting. During the meeting the committee discussed creating a media list to distribute to all commission members with information on how to advertise and promote their events both on and off campus. The promotion of the commission committee would like to focus their attention on bringing awareness to all that the commission does on campus to students during the spring semester. A. Croasmun concluded her discussion on the committee by presenting the promotion of the commission budget request of eight hundred dollars.

R. Salinkas presented the commission with information regarding how to access and use the commission’s Wikispace page. R. Salinkas informed commission members that they all have access to view the Wikispace however, only Erin Dorney has administrative access to edit the page. The Wikispace can be a place to hold minutes, agendas, news items, schedules, and promote events. J. Trogus stated that we could create a schedule with events taking place during the spring semester. J. Trogus concluded the discussion of the Wikispace page by asking commission members to e-mail events taking place during the spring semester to A. Croasmun.

Staff Initiatives and Strategic Planning:

H. Martinez distributed the feedback to the responses from the Planning Input Working Group Survey to the commission. H. Martinez reported that the survey consisted of questions in respect to workplace climate issues. Due to the small sample of participants H. Martinez cautioned commission members in interpreting the responses and asked for the commissions thoughts on the responses. J. Bechtel stated that the amount of undecided responses says a lot in regards to the fear some feel about answering one way or the other. H. Martinez stated that the staff initiatives and strategic planning committee will have to reconvene to discuss the next step and try again with the survey. M. Lefever suggested that the option to answer undecided be taken out of the survey. H. Martinez concluded by stating that the staff initiatives and strategic planning committee did not need a budget.

Reviewing Budget Requests:

J. Trogus reported to the commission that after reserving money for allocations and the faculty institute the commission has three thousand dollars operating in their budget. J. Trogus reviewed the budget requests of the reception and special events committee and the promotion of the commission committee with the commission. A motion was then made to fund the receptions and special events committee two thousand dollars that was second by P. Anders. M. Lefever made a motion to fund the promotion of the commission committee eight hundred dollars that was second by R. Salinkas. J. Trogus
concluded the discussion by announcing the newly awarded budgets to the special events and reception committee and promotion of the commission committee.

VI. Office Programs Reports

J. Trogus asked commission members to e-mail A. Croasmun any questions regarding office reports.

VII. Commission Picture
VIII. Adjournment