

## Gender Issues and Social Justice Committee

### Minutes

Meeting September 12, 2013

Members present: Craig Young, Kathryn Yelinek, Laura Davis

Members absent: Anna Turnage

Guest: Barbara Wilson, immediate past GISJ chair

1. Committee reviewed the work of the GISJ last year that consisted primarily of drafting and seeking administrative approval of the university sexual harassment policy.
2. Discussion of how a policy, other than the one drafted by the committee, made its way through the university approval process.
3. Committee decided to consider whether to revisit the recently adopted policy and the process of its adoption, or focus our work on other policies and concerns. Members will continue discussion of how to proceed at the next meeting.
4. K. Yelinek will investigate the status of the committee's former website.
5. B. Wilson agreed to provide members with copies of documents generated by the committee during her tenure.
6. Members present decided to postpone electing a chair until next meeting.
7. L. Davis agreed to schedule another meeting in two weeks.

Submitted by – Laura Davis

## Gender Issues and Social Justice Committee

### Minutes

Meeting October 2, 2013

Members present: Anna Turnage, Craig Young, Laura Davis

Members absent: Kathryn Yelinek

1. Committee approved Agenda.
2. Committee approved Minutes of September 26, 2013.
3. L. Davis elected chair.
4. Committee reviewed GISJC PDF on the APSCUF website, along with K. Yelinek's communications with E. Krupp on the topic. The communication reported that State APSCUF does not allow multiple websites for individual PASSHE schools. Committees are limited to posting a PDF on the local chapter's web site with information.
5. Agreed that C. Young would contact E. Krupp and determine if the PDF could be modified to include a link to all GISJC agendas and minutes, membership and all other work and notices.
6. C. Young will review faculty and student organization lists and determine if any relevant organizations are missing from the PDF.
7. C. Young will confirm that the Committee Mission stated on the PDF is current and accurate.
8. A. Turnage will review the BU Policies and determine if any relevant policies are missing from the PDF.
9. Discussion of recently approved Harassment and Discrimination Policy # 6814. Consensus that wording and format of the policy could be greatly improved to be more inclusive, to have the complaint process be more understandable, and the document overall to be more readable and streamlined. Further discussion of whether to challenge the approval process of the policy, because a policy other than the one prepared by the GISJC went through the university endorsement process. Committee concluded that it would not be beneficial to spend additional time challenging the approval process, and that a successful challenge would be unlikely. Instead, the Committee will begin to assess the effectiveness of the policy, and suggest revisions based on any weaknesses found. The first way effectiveness will be determined is to compare results of the Campus Climate Survey with the requests for assistance sought by the Office of Social Equity. Work on this process will begin at the next meeting.
10. Committee agreed to meet every three weeks and to rotate the location of the meetings and minute taking duties. Next meeting will be held on October 24<sup>th</sup> at 8:00 am in McCormack. A. Turnage will reserve the room.

Adjournment at 8:58 am.

Minutes submitted by L. Davis

## Gender Issues and Social Justice Committee

### Minutes

Meeting November 1, 2013

Members present: Anna Turnage, Craig Young, Laura Davis and Kathryn Yelinek

Members absent: None

1. Meeting was called to order at 1:20 p.m.
2. Committee approved minutes for Oct. 2, 2013
3. Committee approved agenda
4. Discussed the policies listed on the website. There are two policies on the site related to harassment issues – PRPs 4020 and 6814. Since 6814 is the newest policy, which seems to cover everyone on campus, this led the committee to wonder what is the role of 4020, which is a policy dating back to 1984. Is this policy still valid, given 6814? The committee also reviewed 6814 and determined that it may not be clear who exactly is covered by this policy. L. Davis agreed to ask Bob Wislock in Social Equity about 4020 and also 6814. Continuing the discussion from the Nov. 1 meeting about policy 6814, L. Davis also agreed to ask Bob Wislock for information as to the effectiveness of policy 6814. The committee would ask how many complaints have been filed and resolved over the past year. The committee would then like to compare those numbers to other universities in the PASSHE system. K. Yelinek agreed to search for this information from peer institutions.
5. Moved on to the accuracy of the mission statement. The group voted unanimously we needed to add gender identity and expression to the statement. A. Turnage agreed to convert the mission statement to a Word file and made the changes, then contact Ethan Krupp to determine how to convert back to a .pdf file and load back onto the site.
6. L. Davis suggested that the committee needs to start saving documents, such as minutes of meetings, onto the committee web page. The committee also decided we would invite Ethan to our next meeting to work with us on posting items to the page. C. Young agreed to contact him to invite him to the meeting.
7. The committee set the next meeting for Nov. 15 at 1:15.
8. Committee adjourned at 2:15

BLOOMSBURG UNIVERSITY OF PENNSYLVANIA  
Gender Issues & Social Justice Meeting Minutes  
Friday, November 15, 2013

The meeting was called to order at 1:18 pm by Laura Davis (Chair)

PRESENT: Laura Davis, Craig Young, Anna Turnage, Ethan Krupp (Guest)

ABSENT: None

Agenda

1. Approve Agenda
2. Approve Minutes from November 1, 2013
3. Discussion with Ethan Krupp on posting information on the APSCUF website
4. Update on archive of committee documents
5. Update on revised mission statement
6. Davis report on PRP6814 and PRP4020
7. Review of Davis's proposed request from Social Equity on effectiveness of BU PRP6814 Harassment and Discrimination
8. Schedule next meeting
9. Open Forum

Minutes

1. The agenda was unanimously approved.
2. The minutes of the November 1<sup>st</sup> meeting were unanimously approved.
3. Ethan Krupp, the BU APSCUF webmaster explained that about a year ago, State APSCUF got a new web host and moved to a new format where the different university sites each got a single webpage, instead of multiple pages. As a result, existing pages on the university sites were converted into a PDF and posted on the single university page. This is why the committee's old webpage was converted into a PDF. The easiest option for us right now is to redo the PDF, make it prettier, and repost it. We could also have a link to our minutes from the PDF. We would probably want to post the minutes from the most recent semester; other semesters would be archived into one single PDF for each old semester. Agendas would be put at the top of the minutes, rather than in a separate file. Posting the minutes and the PDF is fairly straightforward and easy; turn-around time for anything we send him would be about 24-48 hours. C. Young asked why the APSCUF pages aren't linked in any obvious way from the BU site. This happened a few years ago during contract negotiations. It was agreed that a lack of easy linking from the BU site to the APSCUF site makes it difficult for students or others to be aware of what their faculty are doing.
4. C. Young spoke with Barb Wilson briefly about getting older committee documents. He will follow up with her again about getting either paper or electronic copies of the older documents. Jill Bond also has two folders of old committee documents. The committee has been around for about 20 years. First it was a Women's Committee. It then evolved into Gender Issues & Social

Justice. It was agreed that knowing and preserving the history of the committee is worthwhile. C. Young will ask Jill Bond if it's possible to get scanned copies of the older documents. Discussion ensued about the proper place to store older documents, including on the S drive or the current chair's P drive.

5. C. Young and A. Turnage will revise the mission statement. It was noted that the current mission statement on the PDF is the statement for the State GISJ committee, not the BU committee. It was decided to insert a BU committee statement along the lines of the following: The focus of the BU GISJ committee shall be to review policies to ensure no member of the campus community is discriminated against on the basis of age, disability, gender, marital status, national origin, race, sexual orientation, gender identity, gender expression, or any other attributes as identified by the committee.
6. L. Davis emailed Bob Wislock and Donald Young concerning the relationship between PRP 6814 and PRP 4020. If she doesn't hear by the end of next week (c. Nov. 22), she will follow up with them.
7. L. Davis shared with the committee a draft of an email to be sent to Bob Wislock, asking for data in order to judge the effectiveness of PRP 6814 and PRP 2060 (Americans with Disabilities). Revised changes were suggested. L. Davis will make the changes and sent out a final draft for comment before sending it to Bob Wislock early next week.
8. The next meeting is scheduled for December 6 at 1:15 pm.
9. K. Yelinek suggested inviting Matthew Barcus, the new LGBTQA coordinator, to attend a future meeting. The idea was accepted. C. Young suggested also inviting the new director of the Women's Center; invitations would be sent for a meeting sometime after the start of the spring semester. L. Davis shared a recent article from the Chronicle of Higher Education about faculty who sued a university based on the low number of campus sexual assaults that were prosecuted. The article mentioned the organization End Rape on Campus, which includes information about good practices in college harassment and discrimination policies. C. Young brought up the sexual assault prevention training module available on campus. He expressed concern that at no point in the training module does it address the need for perpetrators of sexual assault to be confronted or told that they should not commit such acts. The entire module focuses on the victims, implying it is the victim's responsibility to protect themselves. Committee members agreed to review the module.

BLOOMSBURG UNIVERSITY OF PENNSYLVANIA  
Gender Issues & Social Justice Meeting Minutes  
Friday, December 6, 2013

The meeting was called to order at 1:20 pm by Laura Davis (Chair)

PRESENT: Laura Davis, Anna Turnage, Katie Yelinek, Craig Young

ABSENT: None

Agenda

1. Review and approve agenda/minutes from 15 November 2013
2. APSCUF BU Chapter Web site update
3. Update on archive of committee materials
4. Update on revision of mission statement
5. Update on inquiry regarding PRPs 6814 and 4020
6. Update on request for information from Office of Social Equity
7. Sexual Harassment Prevention module on web
8. Open Forum

Minutes

1. The agenda and minutes from 15 November 2013 were approved unanimously.
2. Thank you to Ethan Krupp for his prompt work in posting the committee's minutes to the linked page on the state APSCUF Web site.
3. The documents held in the campus APSCUF office are to be scanned in early January by Jill Bond or a graduate assistant to be archived electronically. C. Young will contact Dr. Barbara Wilson within the next two weeks to discuss collecting and scanning documents held in her office for archiving as well.
4. C. Young and A. Turnage will meet after fall finals in order to update the committee's mission statement and reformat the document to be reviewed by the committee and posted to the state APSCUF Web site.
5. L. Davis received a response from J. Raup regarding PRP 6814 and 4020. The latter is currently in use, but under review. The committee expressed concern over the fact that two policies exist and seem to address different populations on campus – i.e. 4020 applies to students while 6814 applies to staff and faculty. However, the student Code of Conduct mentions both of these policies. Having multiple policies in play may lead to confusion as to who is covered or meant to use either policy.

While we realize that purview of the committee is on faculty policies, knowing that complaints of sexual harassment/discrimination are predominately from students against faculty, the convoluted nature of the policies as they are written may affect the policies' effectiveness negatively. PRP 6814 as written is confusing, complicated, and possibly in conflict with other policies. Therefore, the committee will begin collect data to review the policy's effectiveness.

6. L. Davis has requested the Office of Social Equity report data on complaints of harassment and discrimination for the last two academic years. She requested the report be delivered by the end of finals week.
7. The committee agreed that the Sexual Harassment Prevention module created and distributed by the Office of Social Equity is problematic for several reasons. [e.g. victim blaming, confusing language, limited examples of ways to interrupt discrimination/harassment/assault] Action was tabled until next semester when a letter could be drafted by the committee expressing its concerns.
8. n/a

BLOOMSBURG UNIVERSITY OF PENNSYLVANIA  
Gender Issues & Social Justice Meeting Minutes  
Friday, January 31, 2014

PRESENT: Laura Davis, Anna Turnage, Katie Yelinek, Craig Young

ABSENT: None

Agenda

1. Review and approve agenda/minutes from December 6, 2014
2. Review APSCUF BU Chapter Web site materials prepared by Craig Young
3. Update on archive of committee materials
4. Update on inquiry regarding PRPs 6814 and 4020
5. Update on request for information from Office of Social Equity
6. Open Forum

Minutes

1. The minutes from December 6, 2013 were approved unanimously.
2. Committee thanked Craig Young for the GISJ page/template he prepared for posting on the BU APSCUF site. Members suggested that a link be added to the page for the committee minutes, and for the Campus Climate Survey.
3. Committee agreed on the following goals for the semester
  - Collect all GISJ material (from past members, APSCUF office) into one location or archive.
  - Explore the purview of the committee
  - Determine the efficacy of the sexual harassment policy PRP 6814 and make recommendations accordingly
4. Suggestion made to invite campus program directors on campus to meetings to educate the committee about the work of their work.
5. The documents held in the campus APSCUF office are being scanned by Jill Bond or a graduate assistant to be archived electronically. C. Young will contact Dr. Barbara Wilson s to discuss collecting and scanning documents held in her office for archiving as well.
6. Davis will contact Jennifer Raup regarding PRP 4020 and suggest that it be revised in concert with PRP 6814. Coordination between the policies may stream line the complaint process and be easier for complainants to utilize and understand.
7. Davis will request additional information from the Office of Social Equity about the complaints filed. The additional information will include an explanation of terms used in the response (harassment, discrimination, sexual harassment), and whether the complaint was resolved, dropped, or otherwise ended.
8. Kate Yelinek and Anna Turnage will review data and information in the Campus Climate Survey and attempt to correlate it with data collected from OSE.
9. Agreement to hold meetings every three weeks. Davis to set up schedule.

Minutes submitted by L. Davis.

BLOOMSBURG UNIVERSITY OF PENNSYLVANIA  
Gender Issues & Social Justice Meeting Minutes  
Tuesday, February 18, 2014

PRESENT: Laura Davis, Anna Turnage, Katie Yelinek

ABSENT: Craig Young

1. Approved the minutes of January 31, 2014 meeting with one correction – looking at Campus Climate Survey.
2. Approved the Agenda
3. The committee discussed documents from APSCUF and Barb Wilson and whether we can put them on the University's S drive. Katie will contact Steve Kokoska to inquire about that. The committee also discussed how the documents will be sorted. This will be discussed further at the next meeting.
4. The committee then discussed information received from Bob Wislock and Jennifer Raup in reference to coordination of policies and the fact that PASSHE counsel is doing a review for Title IX compliance at BU. A representative is going to make a site visit within the next eight weeks. The committee discussed our desire to meet with this representative to identify our concerns and make them a part of the process. We want to include sexual orientation, the process to be readable, and accessible.
5. Meeting adjourned

Minutes  
Gender Issues and Social Justice Committee  
March 28, 2014

1. Agenda approved
2. Review and approve minutes from 2-28-14. *Meeting on 3-7-14 was cancelled.*
3. Davis and Yelinek reported on 3-12-14 meeting with Wislock, et al on PRPs 6814 and 4020. Outside attorneys are reviewing policies pursuant to Title IX review and advised that our policies are convoluted and need to be revised. PRP 4020, the student harassment policy, will be deleted and all faculty, staff and students will use PRP 6812. All suggested revisions were in line with the deficiencies noted by the GISJ. Bob Wislock advised that his office and the president were in support of adding sexual orientation as a protected class to the new policy. Member so GISJ will be invited to review draft policies.
4. Review of results of ADA inquiry. Tabled
5. Yelinek provided update on archiving committee documents. She has arranged for space in the APSCUF office for the print materials (of which there appear to be few) and on the S drive for all digital information. She will attempt to sort or divide the digital information into categories to make it more usable. Its current form is in lengthy PDF files. Young will review what documents, if any, he has in his office.
6. Yelinek advised that the analysis of Campus Climate Survey as compared to OSE initial response was not fruitful. The documents seem to be reporting different types of information and cannot be compared.
7. Sexual Harassment Prevention module on web - agreement to invite Lauren Lewis, Director of Women's Resource Center to a meeting in the fall to discuss the module and other effective ways to educate the university community.
8. No one knows why Davis thought there was an issue with the Academic Grievance Policy, so matter will be dropped.
9. Open forum

Respectfully submitted by L. Davis

Committee agreed on the following goals for the semester

- Collect all GISJ material (from past members, APSCUF office) into one location or archive.
- Explore the purview of the committee
- Determine the efficacy of the sexual harassment policy PRP 6814 and make recommendations accordingly

BLOOMSBURG UNIVERSITY OF PENNSYLVANIA  
Gender Issues & Social Justice Meeting Minutes  
Tuesday, May 6, 2014

The meeting was called to order at 8:00 am by Laura Davis (Chair)

PRESENT: Laura Davis, Anna Turnage, Katie Yelinek, Craig Young

ABSENT: None

1. The current agenda and minutes from 28 March 2013 were approved unanimously with minor edits.
2. L. Davis offered an update regarding PRP 6814 in the context of Title IX guidance issued by the US Department of Education. According to the guidance, LGBT inclusive language is needed in any new policy addressing sexual assault. The committee is currently awaiting a report from outside counsel.

When the policy draft is received, L. Davis will distribute to the committee. The committee will meet virtually or face-to-face as possible over the summer. A resource from the Gay, Lesbian, & Straight Education Network (GLSEN) entitled *Model District Policy on Trans\* and Gender Non-conforming Students* has been secured for use when reviewing the draft policy.

3. A document retention plan has been devised and implemented. K. Yelinek created a folder on the S:// drive labeled "GISJ" and created sub-directories for all documents currently possessed by the committee. All agreed that agendas and minutes should be uploaded and archived in these folders, in addition to being posted on the state APSCUF site. K. Yelinek will serve as archivist for the next academic year.
4. The committee expressed interest in conducting a "Then and Now" analysis of the work of the GISJ committee. L. Davis will identify outlets for presentation and publication of the findings of the committee. Committee members, in the fall, will look at the past work and findings of the committee and begin to establish a method of gathering current data regarding the work and charge of the committee.
5. A second goal for the coming year was discussed regarding the ADA response from social equity. The committee will compare the report to the campus climate survey and develop a protocol for collecting data (possibly interviews) regarding the campus experiences of faculty and staff with disabilities on campus.
6. L. Davis will determine the need for a summary report of the year's activities.
7. L. Davis will be on sabbatical during the fall 2014 semester. The committee decided not to request a substitute committee member for on semester.

The meeting was adjourned at 8:37am.