



Conference on World Affairs

UNIVERSITY OF COLORADO **BOULDER**

BOARD MEETING MINUTES

January 15, 2021, 11:30 a.m. - 1:30 p.m., Virtual via ZOOM

CWA Board Present: Anya Berlova, Leslie Durgin, Laurie Leinonen, John Griffin, Peter Spear (Observer), Alison Cool, David Brown, Tina Marquis, Alan Culpepper'

Absent: Shelly Miller, Alex Pham, Steve Bosely (Observer)

Attendees: Erin Rain (Senior Manager of Marketing and Media Relations), Alan Culpepper (Director of Marketing and Operations)

Minutes prepared by: Erin Rain

1. Preliminaries

- a. No New Introductions Needed
- b. No Public Comment
- c. Administrative Matters
 - i. Approval of December 18, 2020 Board Meeting Minutes - Approved

2. Old Business

- a. Leadership Transitions
 - i. Plans to publish calls for interest in Community Program Chair, Community Outreach Chair, and Board seats.
 1. Community Program Chair needs to stand for re-election after the conference and after the new set of program subcommittee chairs has been selected (late April/early May)
 2. Call for nominations for Community Outreach Chair will be shared in February or March. Recommendations to the board for this appointment are also welcome
 3. An election for board seats will be held for community positions; faculty positions are interviewed by faculty director and approved by the chancellor. Currently there are two student board seats- one has been previously appointed by the chancellor and the other elected by the student committee.
 - a. Questions about student board seats:
 - i. Board agrees that the newly created student program chair position become a member of the board. The other student will be elected by the CWA student committee
 - ii. John will revise the text in the [Governance Structure](#) to reflect changes
 4. Alison Cool will take position as board chair for the upcoming term
 - ii. Current Board Vacancy

1. Current open community position not yet filled. More CU affiliate board positions will become available this spring
 - b. Racial Equity Initiative
 - i. The board will forward the following steps to [Communicate IDEA Plan Actions](#) at CU, confirming next steps in 2021 as part as CWA's Racial Equity Initiative
 - ii. Action steps to be taken include:
 1. Approach local organizations serving underrepresented groups to identify how CWA can better serve the communities they work with
 2. Reach out to CU student groups that add diversity and invite them to drive CWA's direction- maybe attend a CWA event and provide feedback as a starting point
 3. Identify volunteer opportunities that meet underrepresented groups where they are in terms of their ability to devote time, timing, etc.
 - iii. Ongoing engagement of Teresa Wroe
 1. The board agrees they would like to continue with Teresa Wroe and university's resources in that department to continue growing CWA's racial equity efforts. Outside assistance in this area may also benefit CWA so that may be added later on. Action steps listed above will be shared wither Teresa for her review and input
 - c. Grievance Process Update
 - i. Invited a CWA volunteer to chair this committee
 - ii. Chair training – confer with Ombudsman
 - iii. Create anonymous complaint submission process
 - iv. Board agrees to a 4 person committee: community member, student, CWA staff member and CU Boulder faculty member
3. New Business
 - a. Committee Reports
 - i. Development
 1. Now have 100% participation of board members as donors- some board members donated on behalf of student board members
 2. Working to extend to 100% participation of the CWA program committee as a goal going forward
 3. Development committee had an encouraging meeting with the Office of Industry and Foundation at CU, they stated that fundraising for is CWA a priority of their office and have set an aggressive goal for 2021 via conference sponsorships
 - ii. Program
 - a. 2021 Planning Update
 - i. Goal is to have schedule in place by the end of this month, making good progress
 - ii. IA event has over 300 RSVPs, monthly events have been going well and are encouraging the program committee to come up with new and creative programming and hopefully will also bring more year-round volunteers
 - b. 2022 Planning

- i. After the 2021 CWA planning for the 2022 event will begin along with evaluation of the monthly virtual event series going forward
- b. Board Bylaws will be updated by John Griffin before next meeting to reflect recent changes
- c. Strategic Planning Implementation Team Updates
 - i. A CWA Certificate program has been created for CWA student volunteers. Active volunteers can earn certificates of varying levels depending on involvement and achievement
 - ii. An interim CWA mentoring program between community members, faculty and students has been developed along with guidelines and best practices for mentees/mentors, this program is working to be implemented further with the CWA program committee volunteers

Upcoming Dates

“International Affairs in the Next Presidential Administration,” January 25, 27, and 29

Board Meetings – February 19, March 19, April 16, May 21 (all 11:30-1:30)