



Conference on World Affairs

UNIVERSITY OF COLORADO **BOULDER**

BOARD MEETING MINUTES

December 14, 2018, 8:00 - 10:00 am, IBS 401

CWA Board Present: Charlene Coutre, Tracy Ferrell, Bruce Fredrickson, John Griffin, Laurie Hathorn, Tina Marquis, Shelly Miller, and Emily Volk

Absent: Tom Zeiler

Attendees: Alan Culpepper (Dir. of Marketing and Operations), Peter Spear (Board Observer), and Katie Grady (Conference Coordinator)

Minutes prepared by: Katie Grady

I. Preliminaries

- a. No Public Comment

II. Administrative Matters

- a. Approval of 11/18/18 Board Minutes
 - i. Moved by Bruce Fredrickson, Second by Charlene Coutre, All in Favor, Approved
- b. Approval of 10/12/18 Board Minutes
 - i. Moved by Emily Volk, Second by John Griffin, All in Favor, Approved
- c. Scheduling Spring Semester Board Meeting Dates
 - i. Office to send Doodle Poll to the Group

III. Old Business

- a. CWA 2020 Dates
 - i. Review of the issue: The 2017 Conference dates fell over Passover and Good Friday and feedback was received regarding speaker and attendee impacts. With the traditional CWA dates (2 weeks after Spring Break) we will encounter the same conflicts in 2020. (And will again in 2022 and 2025). The UMC needs a commitment this month.
 - ii. Office Update:
 - 1. Confirmed Jazz Concert Alternatives: Coors Event Center, Boulder Theater, or Chautauqua
 - 2. It would be a \$6 – 10k increase to use Coors Event Center
 - 3. Boulder Theater, similar costs, seats half of Macky
 - 4. Board to weigh the implications of losing Macky for the procession, panels, and keynote in addition to the Jazz Concert

iii. 2020 Date Options:

1. Option 1 - Preceding Week: Sat 4/4 – Wed 4/8, 2020
 - a. Con: Adds another layer of logistics & communication
 - b. Pro: Beneficial for students to not be too close to finals
 - c. Con: T/Th class schedules would only have 1 conference day
2. Option 2 - Historic Week: Mon 4/6 – Fri 4/10, 2020
 - a. Conflicts: Passover beginning on Wed 4/8, Good Friday on 4/10, and Easter on Sun 4/12.
 - b. Idea: Offer Seders and Good Friday church options to speakers.
 - c. Idea: Work with campus religious groups in planning.
 - d. Con: Would lose Sat. participation due to travel home for Easter
 - e. Pro: Will have all venues available
3. Option 3 - New Week: Tues 4/14 – Sat 4/18, 2020
 - a. Con: We will have no access to Macky Auditorium the whole week
 - b. Idea: Move the procession towards walking to UMC *from* Macky
 - c. Idea: Hold Keynote in UMC Glen Miller Ballroom (~1100 seats)
4. Board Decision
 - a. Option #1: 0 votes in favor
 - b. Option #2: 7 votes in favor
 - c. Option #3: 2 votes in favor
 - d. 2020 Dates will be held Monday 4/6 – Friday 4/10, 2020

b. CWA Diversity Practices for 2020

- i. Sources of CU's diversity practices (handout)
 1. Guidance from the General Counsel Guidance
 2. Office of Institutional Equity and Compliance (OIEC) Policies
 3. Office of Diversity, Equity & Community Engagement (ODECE): Best Practices for Enhancing Diversity
 4. Code of Regents: policies around nondiscrimination/diversity
- ii. Takeaways from CU's Diversity Practices
 1. A quota system is expressively forbidden by the Code of Regents
 2. Best practice: build a pool of diverse candidates and develop criteria to review and discuss candidates in a way that is not discriminatory.
- iii. Development of Board Sub-Committee – “Program Committee Diversity Guidelines”
 1. Emily Volk, Shelly Miller, Tracy Ferrell, and John Griffin self-nominate to sub-committee
 2. Tina Marquis Motions, All in Favor, Sub-Committee Approved.
 3. Goal: Develop guidance/policy statement for the Program Committee to receive at the May Chairs Retreat
 4. Goal: Provide the Program Committee the resources to achieve our commitment to diversity.
 5. Idea: Set aspirational metrics that fit the existing demographics
 6. Idea: Diversify the Program Committee to diversify the speakers

7. Idea: Review other obstacles to achieving diversity (paying your own way, 5-day conference etc.)
8. Idea: Set up training for the Program Committee
9. Publish the approved policy in the by-laws
10. Office to provide sub-committee past years' diversity metrics
11. Strategic Planning Committee: Identify how to implement the policy

IV. New Business

- a. Board Membership and Elections
 - i. Bruce Fredrickson will be moving out of state in April and will be stepping down from his seat on the Board.
 - ii. 2 Community Seats (with no restrictions) will be up for election in May
 1. Charlene Coutre's seat for 3 years
 2. Bruce Fredrickson's seat for 1 year
 - iii. Office to announce openings to the community in January
 - iv. Board to decide if we want to coincide elections with the End of Year Potluck again
- b. Strategic Planning Committee Update
 - i. The first 4-hour meeting was held at the end of November
 - ii. The next meeting is Monday 12/17
 - iii. SPC will determine cadence and content of reports to the Board
 - iv. SPC Plan: Not to redo the CWA vision, but revising the mission and core goals
- c. CWA Community/Program Chair Structure
 - i. Evolution of the Positions:
 1. 2016 CWA: The Community Chair was one role overseeing the program committee and external community matters.
 2. 2017 CWA: The role of Vice-Chair was introduced to share the workload of the Community Chair position
 3. 2019 CWA: Designated the role of Vice-Chair to take on the role of Program Chair (oversees the program committee). The Community Chair remains responsible for the external community matters. This has been a good division of labor.
 - ii. Proposed Changes to the CWA Governance Structure:
 1. The authority to appeal decisions of the Program Subcommittee Chairs shall be vested in the Program Chair, the Faculty Director, or them jointly
 2. The Community Chair does not need to be drawn from the ranks of the Program Committee
 3. The Program Chair to be elected by the Program Subcommittee Chairs
 4. The Community Chair to be selected by a committee consisting of the Faculty Director, a former Community Chair, and the Chair of the Advancement Committee (we would like the Board's feedback on this committee composition)
 5. Make clear that the Program and Community Chairs are limited to three consecutive one-year terms, but upon the conclusion of the third term are eligible for the other position.
 6. The Community Chair sits on the Board and the Advancement Committee

7. The Program Chair chairs the Program Committee; in the case of a temporary absence of the Program Chair the Community Chair shall chair the Committee
8. In the case of a vacancy, the Program or Committee Chair shall be replaced to complete the term by the standard method of selection
9. The position of Vice-Chair is eliminated

iii. Board Reactions:

1. Is there discomfort in having nonelected positions choose the Community Chair? Will the Program Committee want to elect Community Chair?
2. Idea: Leave the policy flexible so that the roles can be adapted each year as the leadership changes.
3. Idea: Have the Community Chair and Vice-Chair/Program Chair run as a slate and the two of them can decide the share of responsibilities.
4. Idea: If separated, have the Program Chair join the Board for representation of the Program Committee
5. Board Recommendation: Laurie Hathorn, Margaret Hollingsworth, and John Griffin to revisit the proposed changes and bring back to the Board.

V. Upcoming Dates

- a. Planning Saturday – January 26th, 2019
- b. January Board Meeting – Thursday, January 10th at 8 am in IBS 401

VI. Meeting Adjourned at 10:00 AM