



Conference on World Affairs

UNIVERSITY OF COLORADO **BOULDER**

BOARD MEETING MINUTES

September 18, 2020, 11:30 am - 1:30 pm, Virtual via Zoom

CWA Board Present: Anya Berlova, Steve Bosley (Observer), David Brown, Alison Cool (second hour), Leslie Durgin, John Griffin, Laurie Leinonen, Tina Marquis, Shelly Miller (second hour) and Peter Spear (Observer)

Absent: Rashel Gandhi

Attendees: Alan Culpepper (Director of Marketing and Operations), Lauren Daniels (Student Program Chair), Katie Grady (Conference Coordinator) and Erin Rain (Senior Manager of Marketing and Media Relations)

Minutes prepared by: Katie Grady

I. Preliminaries

- a. No Introductions
- b. No Public Comment

II. Administrative Matters

- a. Approval of July Board meeting minutes
 - i. Approved
- b. Future Board Meeting Dates
 - i. Friday, October 16 – 11:30 am to 1:30 pm
 - ii. Friday, November 20 – 11:30 am to 1:30 pm
 - iii. Friday, December 18 – 11:30 am to 1:30 pm

III. Old Business:

- a. Committee Discussing Anti-Racism in CWA
 - i. Discussion postponed
- b. “Leadership Committee” Overview
 - i. Committee Composition:
 - 1. Community Outreach Chair: Leslie Durgin
 - 2. Community Program Chair: Laurie Leinonen
 - 3. Student Program Chair: Lauren Daniels
 - 4. Community Program Vice-Chair: Robin Luff
 - 5. Student Program Vice-Chair: William Romano
 - 6. Faculty Director: John Griffin

- ii. Committee is a coordination committee that meets weekly to problem solve and provide direction on conference initiatives
 - iii. Board Suggestion: Change the committee's name from "Leadership" to another descriptor to prevent confusion with the Board.
- c. Recommendation of Standardized Model for Programming "Off-Season Events"
- i. Recommendation given by the Leadership Committee
 - ii. Recommendation provides instruction on the process for planning off-season mid-sized events, like those virtual events scheduled for this year. Covers the:
 1. Call for event proposals
 2. Evaluation of proposals
 3. Call for event Steering Committee
 4. Decision of Steering Committee composition
 5. Generation of event content
 6. Guidelines for interfacing marketing and logistics with planned content
 - iii. Model intended to maximize efficiency in planning
 - iv. Has been implemented for upcoming proposed events
 - v. Program Committee members can volunteer for Steering Committee and queried if Steering Committee needs assistance.
- d. Current Proposals for Off-Season Events
- i. 2 proposals have been submitted: 1 approved, 1 received and to be discussed
 - ii. Approved proposal is by the Business Committee and planned for early December
 1. Topic: Businesses' Response to the Pandemic
 2. Program of 70 minutes, with 3, 20-minute segments
 - iii. Proposal to be discussed is on Racism in America

IV. New Business:

- a. News from CU
- i. CWA Budget
 1. The University had previously asked all units to prepare and submit budget scenarios in the event of 5%, 10%, and 20% budget cuts.
 2. CWA prepared and submitted scenarios.
 3. The University will be proceeding with 5% operational budget cuts
 4. The 5% cuts will differ by unit
 5. For the CWA, the Chancellor's Office will cover CWA's 5% budget cut with their discretionary funds.
 - ii. Social Distancing Procedures
 1. The Chancellor announced this week that the University will be implementing a 14-day student quarantine
 2. Decision was made working in partnership with Boulder County
 3. CWA Committee meetings will carry on virtually
 4. It is likely that any large spring semester CU events will have to be virtual
 5. Board Recommendation: Given the University's current safety precautions, it is not advisable to dedicate any CWA resources towards the planning of an "in-person" aspect of the 2021 Spring CWA
- b. September Event Debrief

- i. Full Metrics from the 2 day/8 session event are provided in the handout
 - 1. Average live panel attendance: ~175 viewers
 - 2. Average live & recorded panel attendance: ~500 viewers
 - 3. Total viewership: ~4,700
 - 4. Advance RSVPs collected: ~1,000
 - 5. Total emails collected: ~2,000
 - 6. 20% of provided emails were @colorado.edu/other CU affiliated addresses
 - ii. Attendance numbers were lower than April's virtual event, likely due to:
 - 1. April event was at the beginning of the Zoom era (less fatigue and fewer virtual event options available at that time)
 - 2. 4 sessions in an 8-hour window may be too much content in a day
 - 3. April is the anticipated CWA time and benefited from previous marketing)
 - iii. Conducted survey had ~200 responses, metrics available in handout.
- c. Upcoming CWA Events:
- i. September 29th, 12 – 1 pm: “Electoral Distancing: US Elections During a Pandemic”
 - 1. Event organized by CU Arts & Science, Co-sponsored by CWA
 - ii. October 14th, 5:30 – 6:45 pm: “100 Years of Women’s Suffrage”
 - iii. November 12th, 5:15 pm: “How Did We Get Here? And Where Are We Going?” The John and Kathy Rosenbloom Lecture
 - 1. Event organized by CU Law School, Co-sponsored by CWA
 - iv. Early December, TBD: “The Pandemic’s Impact on Business”
- d. CU’s Social Science Series Proposal
- i. CU’s Social Science Department is organizing a series of webinar panels, every six weeks highlighting the topic of “Race & Inequality” from the perspective of various disciplines. Focus of panel topics so far:
 - 1. Climate/Environmental Exposure
 - 2. Social Justice/Criminology
 - 3. Income Inequality
 - ii. Board in agreement, a Social Science/CWA partnership on these events sounds like a nice opportunity for collaboration.
- e. CWA and Free Expression
- i. Resolution drafted by Leslie Durgin, Laurie Leinonen, Lauren Daniels, John Griffin, and Steve Bosley is being brought to the Board
 - ii. The intent is to affirm the CWA’s commitment to free expression
 - iii. Includes Laws of Regents and CWA Principles valuing diversity of perspective
 - iv. The need for this resolution stemmed from past program committee disagreements regarding speaker invitations over speakers’ anticipated viewpoints
 - v. Board Reaction: Need to identify who makes the final decision if the resolution is being upheld
 - vi. Proposed Amendment by Tina Marquis: Add “The process will not be exploited to legitimize perspectives or theories that are inconsistent with evidence-based methods that are expected in institutions of higher based learning.”
 - 1. Board Reaction: How does this impact religious based perspectives?
 - 2. David Brown offers a document on case-law of free expression that may be helpful.
 - vii. Board Recommendation: In principle, the Board supports the resolution and will continue to work on the language of proposed amendment for vote on the resolution at the October Meeting.

- f. Recommendation from Board Observer/Board Composition Committee
 - i. Peter Spear and Alison Cool met to review and recommend changes to the Governance Structure (handout).
 - ii. Recommend small change to the Board Observer description
 - iii. Recommend increase to the Board Composition by 1 additional voting student seat (appointed by the Chancellor) to increase student perspective.
 - iv. Amendment Proposed by John Griffin: Make the second student Board seat created by the proposal the Student Program Chair, ex officio
 - v. The CWA Diversity and Anti-Racism Committee has also requested that 1 voting member position of the Board come from the committee and will be submitting their proposal at the October meeting.
 - vi. Board postpones decision to October meeting to confirm all amendments to Governance Structure's Board composition at one time.

V. Committee Reports

- a. Strategic Plan Implementation Teams
 - i. The Organizational Effectiveness Implementation Team will be conducting a survey of volunteers (to be announced at the retreat) and has prepared drafts of job roles, responsibilities, desired qualities and deliverables.
 - ii. The Student Engagement Implementation Team is identifying the best ways to integrate students into CWA year-round.
 - iii. Recommendation: The Leadership Committee should meet with the Managed Evolution Implementation Team as they are beginning to focus on program themes
- b. Program Committee
 - i. Board Members are invited to the Committee Retreat – Saturday, September 26
 - 1. 10 – 11 am to speak with Program Committee Chairs
 - 2. 11 – 12 pm will be with the full committee, the Board is welcome to stay
 - 3. Board Requests: Written invitation with the details
 - ii. Weekly chairs meetings will now be focused on planning the virtual Spring 2021
 - iii. A small task force is preparing proposals of various schedule format options. After the chairs review and vote, if different than the original schedule plan, it will be presented to the Board for review.
- c. Development Committee
 - i. Committee is reaching out to those previous donors that did not give last year.
 - ii. Committee is planning a donor appreciation event tied to the October session
 - iii. Committee will give an update to volunteers at the retreat and discuss the importance of both their time and financial contributions.
- d. Outreach Committee
 - i. Committee is working with the Boulder JCC to deepen CWA partnership and participation after October co-sponsored event.

VI. Upcoming Dates

- a. Saturday, September 26, 10:00 am – 12:00 pm: Program Committee Retreat
- b. Tuesday, September 29, 12:00 – 1:00 pm: Virtual Panel - “Electoral Distancing: US Elections During a Pandemic”
- c. Wednesday, October 14, 5:30 – 6:45 pm: Virtual Panel – “100 Years of Women’s Suffrage”
- d. Friday, October 16, 11:30 am – 1:30 pm: August Board Meeting
 - i. Agenda Items:
 - 1. Committee Discussing Anti-Racism in CWA Proposal
 - 2. Vote on “CWA and Free Expression” Resolution
 - 3. Vote on “Board Observer and Board Composition” Amendment Proposal
- e. Thursday, November 12, 5:15 – 6:30 pm: Virtual Panel – “How Did We Get Here? And Where Are We Going”, the John and Kathy Rosenbloom Lecture
- f. Friday, November 20, 11:30 am – 1:30 pm: November Board Meeting
- g. Early December, TBD: Virtual Panel – “The Pandemic’s Impact on Business”
- h. Friday, December 18, 11:30 am – 1:30 pm: December Board Meeting

VII. Meeting Adjourned at 1:00 PM