

**Madison Caucus for Gender Equality Steering Committee Meeting Minutes**  
**Friday, August 30, 2019**  
**Community Service-Learning Conference Room, Student Success Center**

**In attendance:** Tim Ball, Stephanie Baller, Howard Lubert, Emily Neighbors, Misty Newman, Kathy Ott Walter, David Owusu-Ansah, Courtney Swartzentruber

1. Dominion Lecture
  - a. Monday, Sept. 9, 2019, 7 pm, Festival Ballroom
  - b. Speaker: Delegate Danica Roem, 13<sup>th</sup> District, Virginia House of Delegates
  - c. Members of the MCGE steering committee will have dinner with Delegate Roem at 5 pm in Festival (Conference Room 4)
  - d. If this get approval as a Passport Event, Misty Newman will bring the stamp
  - e. Tim Ball will welcome the audience (and mention Coffee with the Caucus and an open seat on the steering committee) and facilitate the Q&A session after the lecture
  - f. David Owusu-Ansah will introduce Delegate Roem
  - g. Emily Neighbors will send steering committee members electronic copies of the Dominion Lecture by Monday, Sept. 2
  
2. Nominations for the Woman of Distinction Selection Committee
  - a. Barbie Shifflett volunteered via email
  - b. Tim Ball will send Art Dean an email notifying him that Barbie Shifflett volunteered to serve on this committee
  
3. Fall business meeting
  - a. Monday, Oct. 28, 2019, 12:20-1:20 pm
  - b. Madison Union 404
  - c. Possible agenda items: Lactation rooms in campus buildings, childcare, camera surveillance
  
4. Fall social
  - a. Wednesday, Nov. 13, 2019, 5-7 pm
  - b. Stephanie Baller's house
  
5. MCGE Happy Hours
  - a. Sept. 12 & 26; Oct. 10 & 24; Nov. 7 & 21 (second and fourth Thursdays)
  - b. 5-7 pm
  - c. Union Station (fall 2019)
  - d. Need steering committee members to sign up as hosts of event
  
6. Coffee with the Caucus
  - a. Monday, Sept. 16 at Hotel Madison, 12:30-1:30
  - b. Thursday, Dec. 5 at Cinnamon Bear, 12:30-1:30
  - c. Need steering committee members to sign up as hosts of event
  
7. New business
  - a. Tim Ball will contact Matt Dove in JMU Libraries and have him combine the two Canvas pages
  - b. Tim Ball will send welcome email to MCGE members