Meeting called by: Co-chairs Jeff Guenther and Jen Murray
Type of meeting: General meeting of the 2015-16 academic year

I. Call Meeting to Order (Co-chairs)
The meeting was called to order at 9:02am.

II. Introductions (Name, Department, Pronouns-in-use) (5 Minutes)
In attendance were: Cary Costello, Jerry Becker, Jeff Guenther, Carl Bogner, Katie Rose, Jen Murray, Tony Horne, Kate Nelson, Belinda Ricco, Sarah Terry, Michael Laliberte, Warren Scherer (via phone), Sarah DeGeorge, Angela McManaman, Elijah Walker (via phone), Rachel Leih, Justine Kramer, Paula Rhyner, Mike Sportiello, and Rebecca Amyx

III. Automatic Consent
A. Adoption of agenda
At beginning of today’s meeting, the committee agreed to move the locker room policy updates from Old Business to the first item of New Business due to the urgency of the matter and to accommodate student guests.

B. Approval of April 2016 meeting minutes
There was no call for corrections or objections, so this item will need to be revisited during the September 2016 meeting.

IV. New Business (40 Minutes)
A. Locker room policy updates/discussion (Jeff/Jen/everyone)

1. Discussions of the locker room draft policy and procedures took place yesterday and on Wednesday, April 27, 2016. Members of the committee motioned, seconded, and approved the decision to spend 10 minutes on this topic. At the end of the ten minutes, the committee agreed to spend an additional ten minutes on this discussion.

a. Update from Michael: Yesterday, Michael attended a meeting with the Student Association to discuss the resolution that Elijah submitted and that the Student Association approved. The resolution called for changes to the draft policy—including these four points:

i. Change the language in Section 1 from "assigned sex" to "legal sex";

ii. Remove the gender identification section for UREC membership until a new section can be created that either includes non-binary identities or asks which locker room individuals wish to use;
iii. Change the existing rules that state that transgender people must keep their genitalia covered in the locker room to either *all people must keep their genitalia covered or nobody is required to keep their genitalia covered*, at least until more-private showering and changing spaces can be provided (Jeff reported that Karen might be looking into options for renovating the locker room space, but that she is not able to join us today. She is investigating financial aspects and architectural options.); and,

iv. Removal of the anti-harassment statement (due to UWM already having an anti-harassment policy and because the statement could potentially lead to an increase in the harassment of transgender individuals).

b. Cary inquired about how UREC staff will be instructed to enforce the policy. Jen explained that individuals wanting to rent long-term lockers will still need to indicate which locker room they want to use (all long-term rentable lockers are located in either the women’s or men’s locker rooms).

2. A motion was made and seconded to forward the above-listed policy change recommendations to the Chancellor and to include a statement urging that installation of private spaces be made a priority.

a. Sarah DeGeorge noted that the recent U.S. Department of Justice’s objection to the North Carolina bathroom laws provides additional support that institutions cannot deny transgender individuals access to facilities that are available to cisgender individuals.

b. Regarding the motion to forward our recommendations to the Chancellor, Cary asked to clarify if we are making recommendations to change the current draft policy or to write a new policy. Michael responded that our recommendations are for changes to the current draft policy. Michael said that the process would include our making recommendations to the Chancellor and that the policy would then need to go to the shared governance groups. We can ask to review the draft that is approved by shared governance.

c. Cary asked if we can make sure to clarify that, in addition to recommending the changes to the policy, we also strongly recommend renovation of the space to include private spaces as soon as possible. Kate asked if creating private space would mean that individuals outside of the gender binary would be required to use the private areas. Several committee members replied that this would not be the case. Angela asked (regarding proposed change “iii.” above), if it is unreasonable to assume that users of the locker room can logistically keep their genital areas covered. Committee members responded that this is actually why we offered the alternate options of not requiring coverage of genitals of anyone and renovation of the space as soon as possible. Our intention is to point out that it is unreasonable to ask
individuals (regardless of gender identity) to remain covered at all times in a locker room. Angela also asked if curtains could be a short term option. Michael mentioned that because the showers are positioned radially on poles, too many shower heads would be blocked by the curtains.

d. Jen asked if students felt comfortable with moving forward with our policy recommendations—keeping in mind that we do not have the authority to set policies, but rather the ability to make recommendations for policy development.

e. Students—including Elijah, Justine, Sarah, and Mike—agreed that they were comfortable moving forward with the recommendations.

f. Committee members motioned, seconded, and approved the decision to forward the four recommended policy changes and the recommendation to make renovations, including the installation of private shower and changing spaces. One committee member abstained from voting.

g. Jen thanked Michael, students, and committee members for their work on the policy development and recommendations process.

B. Inclusive restroom signage (Jen/Jeff/Mike Priem)

1. Mike Priem was unable to attend today’s meeting due to a schedule conflict, but Jeff did distribute the inclusive restroom sign template for committee members to review.

2. Need for signage updates

a. It is possible that some inclusive restrooms may need signage updates. Old signs may include binary man/woman stick figures or the term “unisex.” Committee members mentioned that in the Peck School of Arts Theatre building basement, there is a single-occupant restroom that still has a sign that says “unisex.” Newer signs say “inclusive restroom” and include images of the fixtures available (e.g. sink, toilet, changing table). A wheelchair image is also present if the bathroom is accessible. Jeff volunteered to organize restroom signage checking across campus over the summer. If you are interested in helping, please let Jeff know.

b. Jen asked that, when people do report the need for signage updates, if the LGBT Resource Center could be notified and maybe the building chairs as well. Kate mentioned that the primary contact is Dawn Aguilera from University Services (dawna@uwm.edu; (414) 229-6338). Kate and other committee members also discussed the facilities general work order form and that Facilities Planning and Management can help with updating signs. Jen asked if we can attend Physical Environment Committee meetings and building chair meetings to provide information about updating the restroom signage. Kate informed the group that the building chairs just had their
spring meeting and that the fall meeting will take place around November, but that we can reach building chairs through a list-serv in the meantime.

C. Update on meeting with Chancellor Mone (Jeff/Jen)

1. Ally of the Year Award
   Jen, Jeff, and Michael spoke with Chancellor Mone about providing a monetary component for the Ally of the Year Award since the other comparable distinguished faculty and staff awards each include a stipend. Currently, the other awards include a $1500 stipend. Chancellor Mone will ask Sue from his office to explore sources for funds. The Secretary of the University previously offered to cover the cost of the plaque.

2. Inclusive facilities
   a. Jen, Jeff, and Michael asked the Chancellor how the committee can help ensure that inclusive facilities are added to building renovation plans.

   b. Jen mentioned that they specifically discussed how Bolton Hall is in need of facilities, and that they possibly should have been installed in the most recent renovation but that this did not occur.

   c. Concern was expressed regarding how the Physical Environment Committee membership changes annually and that new members may not know about UWM’s policy on incorporating inclusive facilities in major renovations.

   d. Michael mentioned that auxiliary buildings (those that include services such as housing, restaurants, UWM Foundation) do not go through PEC, but that Geoff Hurtado from Planning would be aware of all projects that are large enough to include State involvement. Kate mentioned that each facility has its own director whom we can contact.

3. Committee membership
   Jen reported that our membership composition and Michael’s upcoming departure were also briefly discussed with Chancellor Mone.

4. Pronoun policy
   Jen shared that the Chancellor also expressed support for our committee’s goal of encouraging faculty to include their pronouns-in-use in classrooms and in print materials such as syllabi and email signatures.

   i. We will need to follow up with the Provost about asking faculty to include pronouns in email signature lines and syllabi. Any formal policies on this will need to go through shared governance groups for approval.
ii. The Chancellor also recommended that we use educational campaigns to encourage faculty to engage in pronoun use and discussion. In today’s meeting, our committee discussed who would be in charge of creating and delivering educational campaigns (e.g., the LGBT Resource center, our committee, EDS) The committee also discussed the possibility of including these educational campaigns as part of new employee onboarding trainings which are offered by the each of the UWM Divisions.

iii. Cary made the recommendation that the campaigns be launched using a “push” rather than a “pull” approach and that we develop and provide documents that provide specific instructions on how to follow the pronoun use policy. Committee members also suggested including activities and additional educational materials to support pronoun use. A motion was made, seconded, and approved that the Chancellor’s Advisory Committee for LGBT+ Advocacy create an educational campaign following Faculty Senate approval of the pronoun policy.

5. Question about inclusive restroom locations

a. Mike Sportiello observed that most inclusive restrooms on campus seem to be located in places that are difficult to find—such as top floors of buildings, basements, or low-traffic hallways. He asked if it is possible to renovate spaces to include them in high-traffic areas.

b. Committee members explained that for all new building projects, inclusive restrooms will be constructed in first floor locations. In existing buildings, single-stall restrooms should have been designated as inclusive restrooms, but they are generally located in low-traffic areas. Single-occupant restrooms can be converted simply by changing signs, so they are relatively inexpensive to create.

c. Jeff stated that, ideally, inclusive restrooms could be built in first floor locations with each major building renovation, but due to cost ($50,000+ per restroom), it is too expensive to do this in all existing buildings.

D. Election of September co-chair (Jen/Jeff/Michael)

1. Additional nominees
   Michael reported that he has not received any additional nominations for the September Co-chair. Jen mentioned that during our committee’s last meeting, Jeff Guenther was nominated. A motion was made, seconded, and approved to close nominations (at 9:57am).

2. Election winner
Jen initiated a voice vote (election by acclamation) for electing Jeff Guenther as the September Co-Chair. The committee voted unanimously that Jeff Guenther continue to serve as the Chancellor’s Advisory Committee for LGBT+ Advocacy Co-Chair for a one-year term that will begin in September 2016. The vote took place at 9:58am.

E. Ally of the Year Award
   1. Selection committee meeting results
      a. The committee went into closed session at 9:59 a.m. by unanimous vote to discuss the recipient of the inaugural Ally of the Year Award.
      b. The committee returned to open session at approximately 10:04 a.m.

   2. Selection committee ideas for future improvement
      a. A motion was made, seconded, and approved to recommend that the Chancellor annually fund the Ally Award of the Year Award at the same level as the other annual awards (which currently each include a $1500 stipend). There was one abstention. Committee members also suggested that, to be consistent with the other awards, we will want to change the title of the award to the “Distinguished Ally of the Year Award.”
      b. Katie stated that for evaluating nominees, it would be beneficial to clarify aspects of the scoring process—including uniform use of the scoring rubric among subcommittee members and how to make comparisons between nominees who vary in how much LGBT+ advocacy is built into their job positions. Katie also mentioned that the subcommittee initially struggled with selecting the recipient from students versus faculty and staff. It was mentioned that the Fall Awards Ceremony generally focuses on faculty and staff, and that we could focus on awarding students at the Lavender Graduation instead.
      c. Katie asked if our committee wants to keep the scoring nomination and scoring materials on file for future reference, and if so, where the documents should be kept. Members of the committee suggested that we check with the Secretary of the University to see if their office can keep this information on file for us.
      d. Jen and Jeff asked that we do not share the recipient’s name publicly as the announcement will go out in fall closer to the Fall Awards Ceremony.

V. Old Business (35 Minutes)
   A. Locker room policy updates/discussion (Jeff/Jen/everyone)
      See first item under New Business.
B. Updates on 2015-16 projects

1. IRB gender- and sexuality-inclusive language guidelines (Jen/Cary)
   
   a. Cary and Jen hope to revisit this item over summer. The person that our committee worked with from IRB is no longer on the IRB. Jen mentioned that the UW-System common application will be changing again. She also shared that the University of California has a model that we can refer to. Jen said that although our current gender identity question does provide several response options, it does need to be updated. The option of “trans*” should be removed due to the concerns associated with the term. We also need to provide options for “transwoman” and “transman” to indicate current identities. Cary mentioned that indication of direction of transition could be its own question. If you are interested in working on this project with Jen over the summer, please contact her.

   b. Michael mentioned that we should also look to connect with Admissions to discuss how the application data collected will be used and how the data can be accessed. Currently, there is not a clear sense of whether the data will be used in a way that is helpful or harmful to students. The data is also difficult to locate because of the complicated way in which it is stored. Currently, information does not go into PAWS. Seth and Rita can help us in understanding the data collection in Admissions and the Registrar’s Office. The Center for International Education and the Graduate School have also worked with this data. Cary, Sarah, and Jerry expressed interest in working on this project over the summer.

2. Syllabus language (Paula/Scott)
   
   a. Paula reported that she is working to schedule a new meeting with Provost Britz since the March meeting needed to be canceled. She aims to meet with him after May 22nd. The syllabus language proposal was presented to the Academic Leadership Council, but no specific action has been taken at this time.

   b. Next steps will include working with the Academic Policy Committee, which is most likely the body that would need to forward our syllabus language recommendations to the Faculty Senate.

3. Expanding department trainings (Jen/Jeff)
   
   This will be revisited in fall.

C. Committee charter update discussion (Jen/Jeff/Nelida)
   
   Nelida is currently out of the office. The group will meet again after her return.
VI. Announcements (10 Minutes)

   A. Watch your e-mail inboxes for a fall meeting availability survey.

   B. UWM LGBT Resource Center’s Annual Lavender Graduation: May 12, 2016, 7:30 p.m. Light refreshments will be provided. Student posters and glowing bacteria petri dishes will be on display.

   C. Pride Camp: June 21-26, 2016

   D. TGIF: Friday, May 13, 5:30 p.m. – 7:30 p.m. at Art*Bar, 722 E Burleigh St

   E. On May 19th, from 11am-1pm, Manpower and Pride Milwaukee will offer an LGBT+ networking event. Contact Jen for more information.

   F. Webinar on the topic of locker room accessibility and Title IX will be broadcast on May 16th. Watch for more details on viewing time and location.

   G. Thank you

      1. To Michael Laliberte for his commitment and service

      2. To Katie Rose for providing treats for today’s meeting

VII. Outstanding Committee Needs (5 Minutes)

   None

VIII. Adjournment

   The meeting was adjourned at 10:31am

Next Meeting: Thursday, September 1, 2016 (Tentative)