

# ICL BOARD MEETING MINUTES

**April 14, 2015**

**Ken Panck** called the meeting to order at 3:45 p.m., April 14, 2015

**Present:** **Ken Panck** – *E D* ; **Gary Beck** – *E D* ; **Charlene Robbins** – *D , F* ; **Hardin King** – *D ,* ; **Peter Ronai** – *C -D , I* ; **Eunice Porter** – *C -D* ; **Jyl McCormick** – .

**Excused Absence:** **Tom Zook, Louise Schroeder, Elsa Nichols, Meike Mieke Visser, Sharon Dearman, and Bob Muir**

**Guests:** **Mark Kasoff, Karen Tr**

(d) new topic – agree to provide support to achieving the goals of ICL as expressed in the Willamette University mission and goals.

2. Limit on Size – “Due to the size of the lecture halls, we must limit ICL membership to 160.
3. Internet Access – add “as this provides a means of communication to all members.”
4. Application Process - have the link added here.
5. Waiting List – add “except as noted below” at the end of the sentence
6. Attendance as a guest – “eliminate as a guest of an existing ICL member.”
7. Annual Contact – no changes
8. Notification of Change – after Membership Co-Director, add “provided upon application.”
9. Admission of New Members (b) Active members who are called away owing to extended family responsibilities or a significant extended personal illness and (also see #13 below.
10. Pre-Admission Process – (a) delaying membership: membership may be “ delayed. Last line, They will rejoin the “waiting” list (b) after be informed of, change the rest of the sentence to “helpful information such as parking, lunch, getting around, etc.
11. Reminder of Requirements – either change or eliminate.
  
18. Conduct Unbecoming – eliminate the word “mission” change to “policies” and policies/procedures.
  
21. Eliminate section 21.

**Mako Hayashi-Mayfield**

generate interest in the program. **Ken** asked the committee to try to meet with different group leaders who are already involved in diversity. **Mako** said they have been working on these ideas but have not had enough time to contact several groups. They will continue to brainstorm and work on outreach programs.

**Information Services** – **Peter Ronai** said he will need bios for the new Board members so he can post them on the “ICL Board 2015-6” page of the ICL web site. **Ken Panck** asked how difficult it would be to change the website with those changes that were suggested by the Diversity Committee. **Peter** said he thought some of them would be simple, but he would need to review the suggestions in detail.

**Membership Services** – **Eunice Porter**

\$1,500 to Willamette Academy. This leaves the additional \$1,500 to go to some other area of Willamette. There were several areas that could be helped according to Beth Norris who is with “Gifts and Donations” at Willamette. These are: (1) Liberal Arts: unrestricted donation to be used wherever they need it, (2) Faculty Resource Fund: to help faculty to attend and present at various conferences or for additional needs, (3) the Music Department, (4) the Theatre Department, and (5) the Library and Archives. **Ken** suggested an increase from \$1,500 to \$2,000 for the Hudson Book fund and the Willamette Academy. **Charlene Robbins** indicated that if ICL were to maintain the \$10,000 cushion in the budget, it would not be feasible to increase these amounts at the present time. The Board voted to fund the Faculty Resource Fund this year. **Ken** will write a letter to Beth Norris indicating this. **Charlene** asked him to send her a letter to authorize these gifts so she will be able to process them.

**Ken Panck** will write a letter to Debra Dancik with his report to Dean Marlene Moore with the information on ICL to be included in the accreditation process for the University. He will mention the off-site diversity meeting of self-review and the directions ICL is planning to take toward this goal. **Franca Hernandez** said that CCTV had given a significant contribution to ICL in the filming of the lectures. **Ken** said he believes that ICL is still not developing a plan on outreach that has to be measureable. Some discussion followed. **Ken** will talk with Debra Dancik about obtaining more of their faculty members to talk to ICL.

**Ken Panck** has received the Historians’ report for this year to be incorporated in the website.

Meeting adjourned at 5:15 pm.

Respectfully submitted,

Jyl McCormick