

COMMISSION ON THE STATUS OF WOMEN FACULTY

Memorandum of Understanding Regarding Governance Structure

This Memorandum of Understanding (“MOU”) is entered into between the North Dakota State University (NDSU) Office of the Provost (“Provost”) and the Commission on the Status of Women Faculty (“CSWF”).

I. Purpose: The purpose of this MOU is to affirm the role and governance structure of CSWF, establishing through agreement with the Provost, CSWF’s ongoing presence at North Dakota State University.

II. Background:

A. Origin: The Commission on the Status of Women Faculty (CSWF) was created in January 2009 as part of NDSU’s FORWARD- (Focus on Resources for Women’s Advancement, Recruitment/Retention, and Development) led National Science Foundation-funded ADVANCE Institutional Transformation project to improve campus climate and narrow the gap between men’s and women’s perceptions of the campus climate; to enhance recruitment, retention, and advancement of women faculty; and to open academic leadership opportunities, aiming for critical mass or women in significant administrative positions. CSWF is structured as a formal link between the university’s academic administration and FORWARD in order to support the ADVANCE project goals and to institutionalize associated activities for continuance after the five year grant period has elapsed.

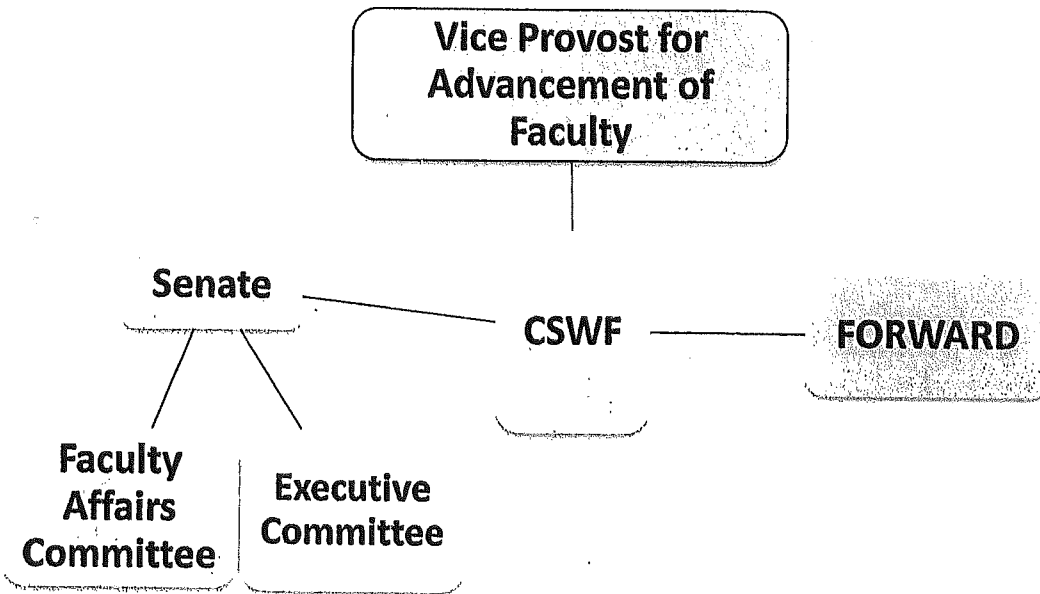
B. Governance Structure (see attached Structural Diagram): CSWF was initially created by NDSU’s Provost (then PI of the ADVANCE grant) and existed through the Office of the Provost. The Provost transferred leadership to CSWF (Co-)Chair(s) in 2011. To institutionalize the CSWF post-ADVANCE grant, its ongoing structural home becomes officially established under the Office of the Provost, reporting to the Vice Provost for the Advancement of Faculty, and anchored within the Faculty Senate through its Bylaws specifying an ex-officio member from CSWF on its Executive Committee and on its Faculty Affairs Committee. The CSWF retains its tight connection to the FORWARD office through appointment of three FORWARD members as CSWF members.

C. Role of CSWF: As originally conceived and continuing, the role of CSWF is fourfold:

- 1) to respond to initiatives and developments from FORWARD;
- 2) to identify and respond to developing campus issues relevant to opportunity for women faculty;
- 3) to proactively examine and initiate change in the university’s policies impacting advancement of women faculty, seeking to more fully engage, recognize, and utilize the contributions of women faculty for the betterment of the University; and
- 4) to monitor and benchmark the University’s progress towards equal participation of women faculty throughout the University.

D. **Mission:** CSWF is a dynamic and responsive committee charged with proactive inquiry and advancing initiatives to more fully capitalize on the talent of women faculty to help NDSU achieve its goals to improve campus climate and narrow the gap between men's and women's perceptions of the campus climate; to enhance recruitment, retention, and advancement of women faculty; and to open academic leadership opportunities, aiming for critical mass of women in significant administrative positions. CSWF will work with FORWARD, the university administration, and through appropriate governance channels to address barriers to opportunity faced by women faculty and to facilitate NDSU's institutional transformation to ensure full participation of women at all university levels.

Structural Diagram:



This MOU represents the entire understanding of both parties with respect to this agreement and recognition of CSWF's permanent role at NDSU. Any modification of this MOU must be in writing and signed by all parties. This MOU becomes effective when executed by all parties indicated by the date set forth by the last signing party.

Bruce Rafert
 Bruce Rafert, Provost

4/8/14
 date

Canan Bilen-Green
 Canan Bilen-Green, Vice Provost for the Advancement of Faculty;
 Executive Director, FORWARD

4-8-2014
 date

Karen Froelich
 Karen Froelich, Chair, Commission on the Status of Women Faculty

4-11-2014
 date