**LGBT Faculty Staff Association Steering Committee**

**Minutes**

**17 November 2016**

Members Present: Kyle Felker, Chadd Dowding, Meg Woller-Skar

Meeting began 4:19 pm at the Cottage Bar, Grand Rapids

Agenda amended to include previous minutes

Approved minutes from previous meeting

1.1 Old Business

1.1.1 Update on Mentor Program (Chadd and Kyle):

* Progressing well, scheduling conflicts bit of an issue between mentors and mentees
* Closing down app at the end of the semester, as every mentee has an assigned mentor

1.1.2 Out List (Kyle):

* So far looking good, mock form simple
* CMS4 module preexisting
* next step = launch with current names
* Andre ready to move over to production
* Add fields for identity and pronouns?

1.1.3 Holiday Party:

* + - No party at H. Matthews this year
		- Potential to hold the holiday party with the Alumni Assoc., but need to work out scheduling (they prefer later date, 12/16)
		- Potential contribution $1000; can we pool membership?
		- Kyle will talk with Kim about possible coordination pricing and other details

1.2 New Business

1.2.1 Grants:

* Review and discussion of application of L. Westbrook
* L. Westbrook application approved unanimously, recommendation to be communicated by Meg to CSCE
* Kyle will email L. Westbrook to tell her the news
* Meg will ask Jeannie at CSCE about where to submit applications (to FSA or CSCE)

1.2.2 Transgender Day of Visibility:

* Can we redirect $1000 not used for grant applications to TDOV?
* Can we help with promotion ? Ideas regarding film screening and Q&A.

1.2.3 The Poster Campaign:

* + - talked about Jen Hsu’s suggestion that we do a poster campaign similar to the ones done at other universities, where LGBT faculty, staff, students, and allies can be highlighted
		- Kyle will talk with Jen about this

1.2.4 Outreach:

* Quick discussion about additional outreach and training for faculty and staff
* Kyle will reach out to Christine at the center

1.3 Next meeting: Cottage Bar 1/26/17 4:00-5:00