

**A&S Staff Association**  
**Meeting Minutes**  
**June 21, 2:00 p.m.**  
**Teams**

- I. Meeting called to order at 2:00 p.m. A quorum is present.
- II. Motion to approve the May 2022 meeting minutes passes (28 yes, 0 no, 3 abstain)
- III. Update on A&S Strategic Planning Committee (Matt Church)
  - A. “The Provost’s Strategic Planning Committee is currently working on a model that will be presented to the committee for discussion this week. If the model is approved, the committee will then discuss working on the model to make sure it addresses the charges of the committee.”
- IV. Update on the formation of the Dean’s Search Committee
  - A. The provost is now appointing members to the committee.
  - B. The committee will begin meeting in August.
  - C. When the committee calls for meetings, staff are encouraged to participate.
- V. Timeline for hiring a new Administrative Assistant for Enrollment Management
  - A. Sunny Cobb has moved on to a new position as an organizer for the United Campus Workers union.
  - B. Right now, A&S is discussing what the position will look like going forward. Jason is hoping to fill the position before the Fall semester begins.
- VI. New standing committees
  - A. Professional Development Committee
    1. Charge: Support the professional advancement of A&S staff through networking, résumé building, and other workshops and trainings.
  - B. Activities Committee
    1. Charge: Provide A&S staff with opportunities to socialize, build relationships, and improve morale (e.g., monthly birthday celebrations, weekly walks around campus, holiday events).
  - C. Staff Grievance Committee
    1. Charge: Offer A&S staff a way to voice concerns through ULASSA, as an alternative/supplement to A&S’s current feedback mechanisms.
  - D. Nominations, Elections, and Timeline
    1. Call for nominations began during the meeting and will continue via email.
    2. If you are interested in serving or would like to nominate someone to serve on a committee, please email Josh ([joshua.boydstun@louisville.edu](mailto:joshua.boydstun@louisville.edu)).
    3. Josh will contact everyone who was nominated to see if they accept the nomination.
    4. We are looking for five to seven individuals to serve on each committee for a term of two years (per the bylaws).
    5. If we end up with more than seven individuals who would like to serve on the committee, we will hold an election.
    6. We would like to have these committees up and running by the start of the Fall semester.
- VII. Policy/procedure for revising ULASSA bylaws
  - A. Anyone from the staff association can propose amendments to the bylaws (see ULASS Bylaws, Article X).
  - B. This Fall, we will follow this propose amending the bylaws to include the creation of the three new standing committees listed above.
- VIII. Other business
  - A. No other business.
- IX. Motion to adjourn passes (25 yes, 0 no, 1 abstain)

*Meeting is adjourned at 2:25 p.m.*