

COSW Minutes
April 24, 2015

Present: Jill Adelson, Mimi Bell, Beth Boehm, Valerie Casey, Ginevra Courtade, Sherry Duffy, Sally Evans, Seana Golder, Bob Goldstein, Heather Fox, Jeanne Guerrero, Jennifer Hall, Jeanell Hughes, Michele Kosiewicz, JP Mohsen (for Faye Jones), Georgette Moore, Desrie Nisbett, David Owen, Melissa Shuter, Mechelle Stoner, Mordean Taylor-Archer, Nancy Theriot, Deborah Wade, Dianna Zink and
Guests: Jamieca Jones

Absent: Delaina Amos, Jennie Burnet, Kamla Gant, Erica Gray, Marcia Hern, V. Faye Jones, Ann Larson, Amy Lueck, Tawana McWhorter, Kim Maffet, Wendy Metcalf, Amy Reid, Jessica Roth, Judith Singleton and Zhihui Sun

Vice Chair's Welcome and Updates: The EC scheduled a special work session June 3rd regarding COSW work and updating the original Task Force Report. It has been 5 years since the last revision.

- **HERS:** The COSW's Recruitment, Retention and Representation Committee recommended Dr. Jennie Burnet's nomination for financial support and your application to the HERS Women's Leadership Institute. We recently learned that Dr. Burnet will be leaving the University of Louisville effective August 1, 2015. She has accepted a position at Georgia State University in Atlanta.
- **Bullying Policy Update:** David forwarded COSW recommendations to John Drees. Drees said he would incorporate the recommendations. The draft is now with GPTW (Steering Committee).

GPTW Update: The bullying policy was reviewed and a discussion of aligning the policy with the grievance policy took place. They agreed that the bullying policy would be sent back to sub-committee for further review.

Faculty Senate Update: Title IX – mandatory reporting issues;

- The Board of Trustees met to discuss partnerships and tour Atkinson Elementary School, Simmons College, Shawnee Academy and our West End health clinics;
- Mr. Sands announced that Ms. Jeanell Hughes has been hired as Interim HR Director.

HRAC Update: Jeanell Hughes attended the last meeting. They are trying to figure out where they plan to go; they're transitioning.

CODRE Update: CODRE's Faculty Concerns Committee is actively involved in developing or improving guidelines that identify issues that could unfavorably affect faculty members regarding equity and fairness in compensation practices, recruitment, promotion and tenure, retention, and professional development especially in underrepresented populations.

- Awards –Annual **Undergraduate Student Research Grant and Graduate Student Research Grant.** The deadline for these grant applications was extended to April 30th.
- Call for Nominations | **2015 Presidential Exemplary Multicultural Teaching Award** – The Presidential Exemplary Multicultural Teaching Award is designed to affirm, value, honor and recognize members of the university teaching staff who have incorporated multicultural and global perspectives into their scholarship, teaching practices and research; accepts the educational principles that cultural literacy should be infused into the core of scholarly research

and that education transmits the cumulative knowledge of human kind reflected in a global society; incorporated educational principles and teaching practices that encourage and promote both content and process reflecting the fundamental contributions of diverse groups; encourages and engenders critical thinking, while utilizing varied educational materials strategies and texts. The deadline is April 24, 2015. Candidates have until May 26 to submit their papers.

- **New Award:** Call for Nominations | **2015 Presidential Exemplary Multicultural Engagement Staff Award** – This is the first year for the staff award and it will provide an opportunity to recognize full and part-time university staff who have made notable accomplishments and commitments in the area of multicultural engagement while advancing the university’s diversity goals. The deadline for nominations is April 24. Candidates have until May 26 to submit their papers.

In addition to recognition, the award will offer both a commemorative plaque and a monetary gift. The purpose of this award is to recognize an individual that has demonstrated through their organization, leadership, and mentoring, the ability to promote the value of diversity within the university setting. The winner of this award should demonstrate merit not based only on the functions of his or her job, but also on extraordinary commitment beyond what would be considered satisfactory levels of job performance.

PEACC Update: PEACC is finalizing their survey (designed by Bob Goldstein and IR) to measure incidences of violence on campus. They plan to distribute the survey this Fall.

- **Title IX and Clery Act** responsible employees include any employees who have the authority to take action to redress the harassment, who have the duty to report to appropriate school officials sexual harassment or any other misconduct by students or employees, or an individual whom a student could reasonably believe has this authority or responsibility which include, but are not limited to:
 - Vice Presidents, Deans, Department Chairs, Directors and Coaches;
 - Assistant or Associate Vice Presidents, Deans, and Provosts;
 - Any employee in a supervisory or management role;
 - All Faculty;
 - University of Louisville Police Officers and any contracted security personnel .

The goal is to provide students on campus with information of who confidential probs are. PEACC will do trainings; most recently did such a training with the College of Education. Contacts are: Sally Evans, PEACC; Mary Elizabeth Miles, HR; Dr. Angela Taylor, Student Affairs and Amy Shumaker, University Counsel Visit <http://louisville.edu/hr/employeerelations/title-ix-and-clery-mandatory-reporting-guidelines-training> for more information.

COSW’s EC will discuss inviting Sally with others to present training at a future COSW meeting.

Hughes, Sands and Willihnganz - raises for staff possibly 3 percent. HSC will start hiring in June; construction on Floyd Street will be completed in June.

Women's Center Update: Last night the Women's Center and the Student-Parent Association sponsored the Athena's Sisters, *Her Story: What I See the Warriorhood of Women*, a creative storytelling performance using various art mediums created by and from the storytelling of military women from 6-8PM in the Red Barn.

- Global Trip - Morocco 2015 (May 18th - May 29th) Join the Women's Center on our 3rd global trip exploring women's issues in human trafficking in Morocco. Contact the Women's Center for more information, (502)852-8976 or email [Jamieca Jones](#) .
- Strategic Planning in May.

Pathways Women's Leadership Conference Update: The itinerary for the May 15th conference was circulated at today's general meeting. Check-in begins at 8AM. Speakers are Pamela Curtis, Lindsay Gargotto, and Tori Murden-McClure. The conference will conclude at 4PM.

HR Update: Mimi reported that HR is transitioning and awaiting more recommendations.

Chronicle Survey: Data has been analyzed. We have been exhaustively working in 3 groups to form recommendations that will be sent to the President and Provost. The 3 groups are CET, Campus Climate and GPTW. All information is in draft form as a work in progress.

HR Presentation – Jeanell Hughes

Hughes reported being 23 day in her current role. The direction HR goes will depend on Mr. Sands. This unit is currently in a transition period.

- Total rewards for performance;
- Talent management – Work on making UofL an attractive place to work; a place that attracts talent; one that provides opportunities. We should create programs to identify talent and how we foster talent;
- Service excellence needs to measure what we do;
- Compliance (laws, regulations, etc.)

- Processes—Help the employee with what they need from start to finish: how they work and how they can be improved.
- Tackle our policies—There are many policies in HR. We want to make them clearer. A good place to start will be the Leave Policy but our policies have to be prioritized. She will work with Dave Barker on a searchable Policy Library, which will be stylistically consistent.

- Performance Management—Performance appraisals are due on April 30, 2015. HR is working on an initiative around performance management, not a job review, but a way to develop employees through expectations and communication. This initiative would take on a couple of dimensions—training. Hopefully this time next year such an initiative will be fully implemented.

Communication Update: Communication Committee is working on a newsletter they hope to have out by the end of May. Bob Goldstein has helped secure dedicate sources for updates. The committee will

meet with the IT contact person. IT will make sure that cost is feasible; the fees will be nominal. Our role is to outline what our needs are.

IWF Update: The committee will meet after the general meeting today. The group met last month and looked at their goals and directions. Discussed name change and taking over the brown bag lunch meetings that were previously coordinated by GPTW. They also discussed:

- Faculty Tenure track
- Partner Hire and Spouse Hire – there is no policy at this time
- Lactation locations (policy status).

Mr. H. Sands introduced into discussion telecommuting on snow days and working parents. IWF is only monitoring discussion [on these two issues] at this time. Plans are to define crucial function.

RRR: The RRR met last month and reviewed the most recent (2013-14) Cohort data. We requested that Bob Goldstein's office prepare a draft of all of the figures containing the new data. Bob has a new person who will be working on this project, and he believes that they can get the figures to us by mid-late May. We have an RRR meeting scheduled for early June to put the final touches on the brochure. Heather Jones from Graphic Design will also be meeting with us at that time.

Nomination Committee: The Committee is developing a slate of candidates. Voting in May.

Old Business: None discussed.

New Business: None reported.

Announcements: None reported.

Meeting Adjourned.