

**January 9, 2023
Executive Committee Meeting Minutes**

Attendees: Michelle Rodems (Pres), J’Aime Jennings (VP), Tammi Alvey Thomas (VPA), Lily Assgari, Barbara Bishop, Reno Davis, Cherie Dawson, Heather Fox, Katie Partin, Courtney Stine, and Beth Willey.

Item	Discussion	Action Item(s)	Person Responsible
Call to Order (Rodems)	Chair Rodems called the meeting to order at 8:37 a.m.		
Approval of Minutes (Rodems)	Approval of Minutes, 11-14-2022. Meeting minutes were approved.		
COMMITTEE REPORTS AND DISCUSSION			
Campus Climate (Stine)	Representation on ULPD Advisory Group – Tammi has been added to the group and they should be meeting in February. Wellness Rooms – Riece is still spearheading this. They are looking at a room on the 5 th floor of Stevenson. There are some changes that need to be made to the room before it will be available for use.		
Communication Committee (Bazile)	The website has been updated. ULPD rep on COSW retired in the fall and Michelle is working with the chief for a potential new representative. There are no updates about social media and the open house.		
Representation, Recruitment and Retention Committee (Bishop)	Still refining their research question. Krista found out there is a discrepancy across campus regarding how they are titled (e.g. adjuncts, part-time lecturer, etc.). We are trying to determine how those terms are defined in order to examine the data. Krista is going to reach out to faculty affairs to see how they define the groups. Is someone else already looking at this? Olfa volunteered to connect with Faculty Senate and the Part-time Faculty Committee. She is also going to research the Red Book and determine what rights a PTL has. A&S is examining faculty salary and they are going to keep in touch with that group. Emily Spoodan suggested conducting focus groups on this population. It was suggested to consider another dashboard. The Tachau Committee is hard at work.		

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	Cherie mentioned she is working on hiring someone who will also be looking at these types of items.		
Work, Life, Integration (Assgari)	<p>Infertility Benefits – Met with the Infertility Support Group. There is a benefit designs workgroup that does not have a COSW rep. We want to make sure we get someone on this committee. There are a few of the committee members that are interested in serving. Lily or the person interested should send their name to Michelle.</p> <p>Affordable Childcare – A group is meeting with the Parent Group and we will determine what will be beneficial based on what their needs/ideas are and then we will go from there. A committee member suggested Elder Care and we will put that on the list to potentially be examined in the future. The committee wants the support of the ELC to be a COSW task.</p> <p>Remote/Flexible Work – Collecting data on what currently exists. They do want to engage IE and some focus groups. We are thinking about the data points and will work with IE on a timeline. We are thinking about the different kind of trainings that may need to be offered.</p> <p>We are also interested in having a joint meeting with Campus Climate so we are all on the same page and there are not duplicative of efforts. Lily and Courtney are going to connect.</p>		
	OLD BUSINESS		
Sponsorships (Thomas/Rodems/Jennings)	<p>There has not been much structure around evaluating sponsorships.</p> <p>Members made the following suggestions for modification:</p> <ul style="list-style-type: none"> • Modify form – what do we specifically want in the description of the event • Weighted name, email, etc are weighted the same as the why do you need the money, what it will be used for. Consider excluding this. • Post the rubric on the website 	Modify rubric and make suggested changes to the form and reach out to Meg.	Tammi

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	<ul style="list-style-type: none"> • Upload a budget spreadsheet – for the event and how COSW funding fits into this • Also, change the form – what information needs to be clarified, provided, etc. <p>Meg is interested in helping with sponsorships. Tammi will reach out to her.</p> <p>Individual request National Institution of Social Media Scholarship – What is the scholarship paying for and what would COSW be used for? Michelle will reach out. Also, how this is related to COSW’s mission. Michelle will send out any additional information she receives.</p> <p>Women’s Center Request – What is the \$800 for and what is this being spent on? Michelle will reach out for more clarification.</p>	Reach out to current sponsorship requestors for more info.	Michelle
UPDATES			
Institutional Effectiveness Reminder (Rodems)	Thanks to Katie for sharing information on IE and what is available. Don’t hesitate to reach out to IE if you need anything.		
Tentative Spring Schedule (Rodems)	<p>We met with Drs. Jacobs and Gill to discuss COSW and how we can support them. Our tentative spring schedule is outlined below based on prior discussions.</p> <ul style="list-style-type: none"> • Dean Melanie Jacobs • Dr. Lee Gill • ELC representatives – Amy and Jill • Green Dot Training • Board of Trustees <p>If anyone has additional ideas, let us know. We will keep you posted as these discussions are scheduled. We hope to bring in the President at some point but we are not yet on her calendar. Heather suggested we bring in EAP</p>		
JCPS Calendar/UofL Calendar Alignment	JCPS released their calendar for next year. There generally has been some alignment with the UofL/JCPS calendar. UofL could not change the schedule calendar for next year. For fall 2024 we are going to align fall break with JCPS fall break. Has there been any communication regarding this to		

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	accommodate some of the challenges with this? There has not been any communication. The Deans can advocate for alignment of the UofL and JCPS calendars.		
Casual COSW	We did not have a lot of folks attend Casual COSW. This is just an opportunity to connect, and it will be continued.		
Provost Update	Cherie reported Lori Gonzalez comes back as Provost Feb. 1. Gerry will go back to being the Dean of Dental School. We have a Provost Leadership Team meeting this week. We don't know what will happen to Dr. DuPuy and her role as AVP.		
Searches (Dawson)	A&S (5 candidates) and Kent School (4 candidates) are on the same timeline. There is CODRE and COSW representation on each search. She is almost done with SPHIS and Nursing search team composition. Hope to have the process started sometime in February. The College of Business and College of Education searches are slated for the fall.		
Misc. (Rodems)	Heather is in her final semester as ex-officio this semester.		
ANNOUNCEMENTS			
Adjourn (Rodems)	Chair Rodems adjourned the meeting at 9:40 a.m.		

**Next Executive Committee Meeting:
February 6, 2023**