

October 17, 2022

Executive Committee Meeting Minutes

Attendees: Michelle Rodems (Pres), J’Aime Jennings (VP), Tammi Alvey Thomas (VPA), Lily Assgari, Sophonie Bazile, Barbara Bishop, Meg Campbell, Rennie Davis, 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 8:34 a.m.		
Approval of Minutes (Rodems)	Approval of Minutes, 9-12-2022 Meeting minutes were approved.		
COMMITTEE REPORTS			
General Comments (Rodems)	Michelle and J’Aime have met with committee chairs to check in to see how things are going. We discussed goals and what it is like to have a project and that this is all very organic. Michelle thanked the chairs for their hard work. We are committed to providing committee time at meetings.		
Campus Climate (Stine)	<ol style="list-style-type: none"> 1. Wellness rooms across campus. There seems to be an assumption that this goal is further along than it is. Courtney expressed concern about this goal because it is a long term goal and requires extensive partnerships. It was expressed that this is not really in the purview of COSW to maintain and stock the rooms. The focus would now be to develop partnerships and relationships to promote others to become involved. There is no intention to take over the lactation rooms for this use. Courtney is meeting with Riece to discuss next steps and then will meet with Meg to discuss potential partners. 2. Going to ask committee members to bring campus climate concerns to the next meeting. An example Courtney mentioned was a letter sent to ULPD re: asking students of color for their ID to enter the library. 		
Communication Committee (Bazile)	<ol style="list-style-type: none"> 1. Need to determine social media platforms we have been using. Would like to develop a social media calendar. Need to figure out how regularly we want to post. 2. Create a newsletter. This is good for internal and external 		

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	<p>communications. Need to determine how often.</p> <ol style="list-style-type: none"> 3. Website updates. 4. Potential events may include an Open House in the spring. We need to know the budget and what transpires at the open house. The goal of the open house is to build awareness about COSW. Meg commented that this is a good opportunity to recruit members and we need more members from HSC. If a goal is to use the open house for recruitment, we need to make sure the nominations timeline coincides with the open house. 5. COSW Champions – Need to collect details from prior champions to figure out what needs to be done. 		
Representation, Recruitment and Retention Committee (Bishop)	<ol style="list-style-type: none"> 1. We established the Tachau Gender Equity Award Committee. 2. Erica Ruffin came in and reviewed the IE database that looked at gender, pay, years in service, etc. We determined that we needed to restart this process due to new members to determine a research question. 3. Barbara attended a CEHD presentation on addressing DEI issues in the faculty evaluation process. We will see where this goes. 		
Work, Life, Integration (Assgari)	<ol style="list-style-type: none"> 1. Understanding the differential remote work policy – people are wanting remote and a flexible work schedule. Going to be looking at data and see what is already out there. Will let the data guide where this goes. 2. Early Learning Campus – Can this be expanded to HSC? How do we assist with accessible and affordable childcare? May want to connect with GSC who is also looking at childcare. 3. Fertility treatment benefits – How can we advocate around this issue? Not sure where this is going to lead. 		
Provost Update (Willey)	Retention initiatives are the focus such as advising holds, course scheduling, etc. Several searches are also underway. What could COSW's role be in assisting with this? Beth stated she honestly does not know but this is a good question. We are trying to cultivate the culture that everyone owns student success. Our first year to third year retention took a huge dip to mid 60% from		

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	<p>high 70%. Beth stated she would welcome COSWs input. Has there been any connection regarding faculty/staff retention? Cheri Dawson is interested in looking at retention of BIPOC faculty which could impact BIPOC students.</p> <p>Barbara asked if we should reach out to SGA but are students outside our scope? We are working with SGA on delegated access to see parts of their Ulink account. Parents can help students navigate the administrative burdens. We are also working with SGA on the cost of attendance. We tend to work with them on very specific initiatives. COSW is important with student retention related to the faculty/staff piece to improve morale.</p>		
UPDATES			
Budget	<p>Lily asked if there is any funding to support committees such as lunch to promote buy-in. We don't have committee specific funds allocated but Michelle is not opposed to this. Michelle asked Lily to think through what this looks like and submit it to her.</p> <p>Michelle stated she is trying to get current numbers on what has been spent on food. She also mentioned there may be a remote meeting to decrease the amount of money spent on food.</p>		
COSW-CODRE Listening Session	<p>COSW-CODRE usually share a campus listening session to listen to the campus community around a specific topic. COSW members can serve as a facilitator, taking notes, etc. We are collaborating this Wednesday from noon – 1:30 and the topic is how the campus community supports people who are differently abled. If you would like to assist as a facilitator or taking notes, please let Michelle know.</p>		
Move to Teams	<p>How can we centralize our communication? How can we use Teams better for our general body meetings or collecting files? We are looking at Teams but we do want to improve how to use Teams. Marie is going to meet with Michelle and J'Aime on how to work more efficiently. Marie is also going to meet with the Communication Committee. Feel free to share any concerns with Michelle, J'Aime or Sophonie. The first training will be how to use Teams effectively for our meetings. The second training may be how to use Teams for</p>		

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	file storage, etc. It was expressed the need to create multiple trainings so there is not information overload.		
Tracking Involvement	J'Aime is trying to track commissioner involvement. We are trying to do a better job of collecting this information. Let J'Aime, Michelle and Tammi know if you are on a search committee. It was suggested to include this information on the COSW member application to make this more of a system process.		
General Body Meeting	We will be discussing Teams and Lori will be joining us. If you have any questions for Lori, please send them to Michelle.		
ANNOUNCEMENTS			
Adjourn (Rodems)	Chair Rodems adjourned the meeting at 9:42 a.m.		

**Next Executive Committee Meeting
Monday, November 14, 2022.**