

**November 14, 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, 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 8:36 a.m.		
Approval of Minutes (Rodems)	Approval of Minutes, 10-17-2022 Meeting minutes were approved.		
COMMITTEE REPORTS			
Campus Climate (Stine)	<p>Wellness rooms on campus – Riece is leading the subcommittee. The Office of Health Promotion may be piloting some spaces with her work and hopefully data will be collected.</p> <p>ULP working relationships – messaging in the RAVE alerts and COSW representative on the ULP advisory group. We have not been receiving the invites to the meeting. We also would like to invite the interim police chief to a future meeting. Safety issues are addressed in the campus masterplan. Encourage everyone to complete the survey.</p> <p>Green Dot Training – we would like to revisit this training. We thought since we have so many new commissioners it would be beneficial.</p> <p>Campus Climate Survey – we would like to review the prior survey results and develop other potential areas to examine as a committee.</p> <p>Courtney added the committee workflow is challenging and she felt like she repeated herself when the committee meeting started. Committee meetings are also awkward in a hybrid setting. Maybe we could have more instructions on what to bring and how the committee meeting will be</p>		

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	structured.		
Communication Committee (Bazile)	<p>Leondra has walked Sophonie on Plone which is very old school. Sophonie will be going through all the pages on the COSW site and will be noting what needs to be updated. These will be shared with Michelle and J’Aime. The social media content has been limited and content needs to be rethought. We also need to be able to repost items. We need to think about what can be put on social media. Michelle and J’Aime have discussed recognizing women at UofL via social media. Potentially a staff shout out and borrow items from UofL Today.</p> <p>For the COSW Champions Awards, Megan will be assisting with this. The COSW Open House is being discussed for spring. We need to determine a budget, potential dates, and locations.</p>		
Representation, Recruitment and Retention Committee (Bishop)	<p>Group norms were set. Tachau Gender Equity Award was briefly discussed. Mary P. is going on sabbatical and the committee has all new members. No one volunteered to step into Mary P’s role. Barbara is nervous because no information has gone out regarding the award. Barbara does not want to take it away from the subcommittee members, but guidance is needed. The subcommittee has not met but there has been email conversation. Everything is ready to go but someone just needs to step in and take it over. In the absence of a specified leader, could the group follow the timeline, divide the tasks, and see if there is some co-leadership naturally with the shared responsibility. This also highlights the need for committee succession planning.</p> <p>We also tried to come up with a final research question. Idea examples – great resignation, PTLs and adjuncts that teach the greatest number of students (no standard definition of these). Krista is going to work with IR to see one has been developed. Michelle mentioned Delphi has done a lot of work in this area and suggested reaching out to them. The question has not been finalized.</p>		
Work, Life, Integration	Available and affordable childcare – met with the director of the ELC.		

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(Assgari)	<p>Expanding the ELC is not an option because of the way it is funded, state regulations and space limitations. There were places we could partner but it does not go along with work, life integration. Discussed a potential book drive and staff recognition as part of COSW. They travel to Italy regularly (since the curriculum is based on an Italian design) but staff can't typically afford to attend. Lily and Tana are going to reach out to the parent group and the graduate school parent group and work with them. We want to expand options for childcare assistance through partnerships.</p> <p>Health and benefits – reproductive health benefits and we will have to see what happens with state regulations. There is an infertility group, and we will be reaching out to them to partner.</p> <p>Remote and flexible work policy – the policies have been reviewed and both believe they are flexible. The issue is the flexibility of the policy. It was found that employees were told what to apply for and it was not necessarily what they wanted. Data is missing on why supervisors are not in favor of remote work. This is potential survey or survey question. Potentially partner with the DTC and ESS on how to supervise more effectively with remote work. It was suggested to also include HR. Data on who is working remotely and how many days does not appear to be being collected.</p> <p>Barbara mentioned the ELC should be a university center and not a CEHD center. CEHD is responsible for its operation. This has been a push for several years. This may be a route to be considered. It was also mentioned to add a student fee to help support the center. We need more support for the ELC. Any funding change must come from administration. Since this is the beginning of the conversation regarding the ELC and partnerships are being developed this is a great start.</p> <p>Katie mentioned that there will be a national climate survey administered and the survey to be used has not been finalized. Because it is a national</p>		

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	survey additional questions that can be added will be limited (e.g. around remote work, ELC, etc.).		
NEW BUSINESS			
Sponsorships (Thomas/Rodems/Jennings)	<p>Sponsorships have been tricky for us. There has never been a clear process. Tammi reviewed the draft sponsorship guidelines. Tammi will send out guidelines and rubric to everyone to review.</p> <p>Suggestions/Comments:</p> <ul style="list-style-type: none"> • Awards typically do not exceed \$500 unless there is an extenuating circumstance. We want to maintain flexibility based on the request. Team vs. individual • Restrictive amounts are not needed we should be flexible • On average sponsorships have been granted from x to x • What has the historical data shown? • Sponsorships have been hit or miss. • Justifying why we award what we awarded. How are we making our decisions? Documenting the justification is needed. 		
UPDATES			
WGST	Michelle and J’Aime talked to Cherie Dawson-Edwards who reached out to the Provost. The Provost was following up with WGST. We reached out to Kailia Story and she was fine with what had been done. Then we received an email with a video about WGST not being a useful degree. We are going to reach out to meet with the department to see if they need anything.		
Casual COSW	The first informal hangout will be next Monday – coffee at Quills. These will be done regularly.		
December General Body Meeting	We think we will catch more people with the end of the semester. This will also assist with our budget. We anticipate that Lori will be joining our meeting.		
Femme Forward Opportunities	Incredible program and typically the Chair or Vice Chair introduce and wrap up the discussion. We are not wedded to the Chair or Vice Chair doing this. If you have any interest in doing this, please let Michelle know.		
ANNOUNCEMENTS			

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Adjourn (Rodems)	Chair Rodems adjourned the meeting at 10:03 a.m.		

**Next Executive Committee Meeting
No December meeting.**