

TEAMS Meeting
Meeting Minutes

Attendees: Heather Fox, Chair, Presiding; Delaina Amos; Marshall Aldikacti; Courtney Baron; Carcyle Barrett; Barbara Bishop; Diana Brian; Meg Campbell; Valerie Casey; Ginevra Courtade; Muriel Harris; Glyptus Jones; Amanda LeDuke; Keith Lyle; JP Mohsen; Heidi Neal; Katie Partin; Michelle Rodems, Vice Chair; Mary P. Sheridan; Melissa Shuter; Kaila Story.

Guests: Jake Beamer

Item	Discussion	Action to accomplish	Person/Group Responsible
I. Call to Order	Chair Fox called the meeting to order at 12:05 p.m.		
II. Approval of Minutes, 4/30/2021	Meg Campbell made a motion which Mary P. Sheridan seconded, to approve the minutes from the April 30, 2021 meeting .		
III. Updates <ul style="list-style-type: none"> • Recording Meetings/Minutes • Remote Work Policy • Pathways Conference • CODRE-COSW Collaboration 	<ul style="list-style-type: none"> • Vice Chair Rodems noted that recordings of meetings will be available for review until the minutes of said meeting have been approved. After which time, the recordings will be removed. • Michell Rodems encouraged commissioners to attend or review the HRtalks sessions regarding the Remote Work Policy. The revised policy is expected to be released next week. • Melissa Shuter reported that the Pathways Women’s Leadership Conference was held on May 21, 2021, was well-attended, and was a success. The guest speaker, Marta Miranda Straub, gave a compelling speech. Melissa also thanked all the employees who helped make this year’s conference happen. She noted that the Employee Success Center will present and host future conferences. <p>Chair Fox encouraged interested commissioners to join the conference’s planning committee.</p> <ul style="list-style-type: none"> • Chair Fox stated that COSW and CODRE are discussing ways in which to better collaborate and achieve goals aligned with the commissions’ respective missions and the Cardinal 		

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<ul style="list-style-type: none"> • Searches (CEHD Dean, Provost Chief of Staff) • Fall Meetings • Lactations Space 	<p>Anti-Racism Agenda. Muriel Harris said the commissions will focus on retention and recruitment and has the support of the Provost’s office. Information on the joint effort will be communicated through a newsletter.</p> <ul style="list-style-type: none"> • Vice Chair Rodems updated commissioners on the current searches of which COSW has representatives on search committees. The CEHD Dean and Provost Chief of Staff searches are ongoing. No decisions have yet been made. • Chair Fox reminded commissioners that COSW meetings in 2021-2022 will be hybrid in-person and virtual meetings. The in-person location is still TBD. The President and Provost will attend various general body and executive committee meetings in an alternating schedule. <p>Heidi Neal reminded the Chair and Vice Chair to consider how hybrid committee meetings will proceed.</p> <ul style="list-style-type: none"> • Chair Fox reported that the renovations to lactation space in the library are complete. The room will have express-reservation capabilities. Heather thanked the lactation committee and the employees who helped create this new space. 	<p>Ensure chairs of the committees are able to host virtual options for their meetings.</p>	<p>Heather Fox, Michelle Rodems, Jake Beamer</p>
<p>IV. New Business</p> <ul style="list-style-type: none"> • At-Large Reps • Ad-Hoc On-Boarding Committee • Ad-Hoc Bylaws Committee 	<ul style="list-style-type: none"> • Chair Fox stated that there are 2 positions with terms ending June 30. At-large representatives sit on the Executive Committee but are not committee chairs. Interested persons can email the Chair and/or Vice Chair. • Heidi Neal has proposed a new member on-boarding program and solicited volunteers to join an Ad-Hoc On-boarding Committee. Interested members should email Heidi. She shared a draft schedule and also discussed the COSW Mentorship Program designed to allow new commissioners to get to know each other, better understand COSW goals, and grow their careers at UofL. • Keith Lyle and Heather Fox reminded commissioners about upcoming bylaws changes (adding a secretary position, changing the name of a committee, and codifying the 		

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<ul style="list-style-type: none"> Additional Update 	<p>approval and posting of minutes). Interested members should email Keith.</p> <ul style="list-style-type: none"> Chair Fox shared with commissioners that Sarah Choate and Glyptus Jones are new mothers! 		
V. Media-In-Common	<p>Commissioners held a discussion and shared their perspectives/reflections about the June 10, 2020 podcast Brené with Austin Channing Brown on I'm Still Here: Black Dignity in a World Made for Whiteness.</p> <p>Carcyle Barrett reminded commissioners of the upcoming Juneteenth events.</p>	Research establishing a reading circle and buying books for COSW members.	Heather Fox
VI. Committee Reports	Carcyle Barrett reported that the Representation, Recruitment, and Retention Committee is still waiting for the cohort report to be posted online.		
VII. Adjourn	Chair Fox adjourned the meeting at 1:25 p.m.		

COSW on-boarding schedule

<u>Activity</u>	<u>Date</u>	<u>Learning Objectives</u>
New Member meetings		
New Member Lunch-In/ Welcome Event	7/1/21 @ Noon	Introductions of COSW EC/ Each others/ overview of mission & committees/ goals
Monthly New Member meeting	First Thursday @ 11am	
<i>*Get to Know each other/ COSW</i>	7/8/2021	team building activities (20 min., committee chair panels 20 minutes, committee & mentor selection 15 mins)
<i>*Impacting COSW & UofL/ Meet your mentor</i>	8/5/2021	COSW goals and objectives (30 min), meet your mentor (15 min)
<i>*Understanding Women in the workplace</i>	9/2/2021	Dr. Lucas presentation of women in workplace? (30 min), discuss impact at UofL (20 min)
<i>*How can I impact COSW</i>	10/7/2021	Goal setting & presentation (60 min)
Mentorship Programs (monthly mtgs)		
<i>*Get to know each other</i>	September	
<i>*Goals within COSW/ personally</i>	October	
<i>*Career growth at UofL</i>	Novemeber	
On-Boarding Committee Meetings		
6/8/21 @ 10am		
6/29/21 @10am		
7/27/21 @ 10am		
8/24/21 @ 10am		
9/21/21 @ 10am		
10/19/21 @ 10am		
11/04/21 @ 10am		