

TEAMS Meeting
Meeting Minutes

Attendees: Heather Fox, Chair, Presiding; Michelle Rodems, Vice Chair; Delaina Amos; Courtney Baron; Carcyle Barrett; Barbara Bishop; Diana Brian; Meg Campbell; Sara Choate; Heidi Cooley-Cook; Ginevra Courtade; Reno Davis; Tana Didelot; Sylvia Findlay; Linda Fuselier; Leondra Gully; Riece Hamilton; Muriel Harris; Dawn Heinecken; Kristie Helm; J’Aime Jennings; Glyptus Jones; Faye Jones; Jennifer Koch; Amanda LeDuke; Keith Lyle; Olfa Nasraoui; Heidi Neal; Desrie Nisbett; Tina Pletcher; Mary P. Sheridan; Melissa Shuter; Nakia Strickland; Tammi Thomas; Liz Utterback; Meagan West

Guests: Jake Beamer; Neeli Bendapudi

Item	Discussion	Action to accomplish	Person/Group Responsible
I. Call to Order	Chair Fox called the meeting to order at 12:00 p.m.		
II. Welcome to a New Year	The Chair welcomed all commissioners to the first meeting of the 2021-2022 year.		
III. Mindful Minute	Sara Choate led the group in a minute of mindfulness, focusing on intentional breathing.		
IV. New Business <ul style="list-style-type: none"> • Introductions • Secretary • Speaker and Topic Generation • COVID-19 Update 	<ul style="list-style-type: none"> • Commissioners introduced themselves to the group. • Chair Fox reported that the commission will create a new officer position to write, keep, and maintain the minutes as well as other secretarial duties. A full listing of responsibilities will be created in conjunction with the Office of the President. • The Chair noted that commission meetings usually invite a guest speaker, and if commissioners had suggestions for topics or recommendations for speakers to send those recommendations to her. • Jennifer Koch reported on the COVID-19 statistics in Kentucky and the virulent transmissibility of the Delta variant. Hospital staff are experience burnout and fatigue, but continue to help those in need and the quality of care has not diminished. Jennifer requested commissioners to urge vaccinations and to check-in on friends and family in 		

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	<p>the healthcare industry.</p> <p>Jennifer then fielded questions from commissioners.</p>		
<p>V. Committee Work</p> <ul style="list-style-type: none"> • Framing the Conversation (Collaborations, Processes) • Election of Committee Chairs & Vice Chairs • Goal Setting • Channel Intro 	<ul style="list-style-type: none"> • Vice Chair Rodems explained that most of COSW’s work is done through its committees, and reported that the President encouraged the commission to continue to build upon relationships including Human Resources, the Employee Success Center, Parents Resource Group, CARA, CODRE, and other groups. She commended the commission for its collaborative work on the Remote Work Policy. • Vice Chair Rodems discussed the selection process of the Chairs and Vice Chairs of the COSW committees, the responsibilities of each position including notetaking and notes-sharing, taking attendance, and inventorying the participation levels of committee members, and the creation of committee reports. She also discussed committee member placements and how committees are populated. • Chair Fox recommended that each committee identify which top-level administrator(s) can help achieve goals. • Vice Chair briefed the commission on the Channels feature on MS Teams, and instructed commissioners on how to join breakout rooms (the individual committees) for virtual and/or hybrid meetings. Commissioners then began committee meetings and rejoined the general body meeting after 30 minutes. <p>When committee meetings ended, reports were shared:</p> <ul style="list-style-type: none"> ○ Leondra Gully stated the Communications Committee discussed increasing COSW’s exposure, particularly on the HSC. ○ Riece Hamilton reported that the Campus Climate Committee recommends having an HR rep update COSW on the ongoing salary study; that the PEACC program hired a full-time staff member and the program’s active bystander trainings are being 		

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	<p>relaunched. Riece recommended these trainings for COSW and ERGs.</p> <ul style="list-style-type: none"> ○ Carcyle Barrett noted that the RRR Committee elected herself and Barbara Bishop as Chair and Vice Chair, respectively. The committee also reviewed its charge to better understand its purpose. ○ Glyptus Jones reported that the Work Life Integration Committee discussed the implementation of the Remote Work Policy and how potential grievances will be handled. 		
VI. Other <ul style="list-style-type: none"> • Special Thank You 	<ul style="list-style-type: none"> • Chair Fox thanked Heidi Neal and the members of the onboarding committee for welcoming new members, and for continuing to orientate them to COSW’s mission. 		
VII. Adjourn	Chair Fox adjourned the meeting at 1:47 p.m.		