



Meeting Minutes: Tuesday, February 14, 2023 Online Zoom Meeting

Present:

Albright, Dallas
Baughman, David
Bennett, Jennifer
Bishop, Faith
Bonner, Cheryl
Borgic, Kevin
Bourgoin, Jeremy
Bush, Marita
Butner, Sean
Carlson, Robin
Carroll, Sara
Chai, Pearl
Champion, Brittany
Conwell, Patrick
Cope, Sara
Coradazzi, Danny
Cornwell, Cassandra
Crutchfield, Savannah
Cummings, Kenedee
Dawson, T. Renee
Dixon, Amanda
Dodson, Michael
Farst, Paige
Fogg, Christine
Foggie, Christina
Gibbons, Sarah

Gilmore, Alana
Gioglio, Kaslista
Gyarmati, Krista
Harding, Amanda
Hastings, Lynn
Higgins, Ed
Hollifield, Michael
Jackson, Crystal
Johnson, Denise
Johnson, Linda
Keever, Jeffrey
Kelley, Emily
King, Amanda
Kiolbasa, Mary
Knupp, Peggy
Kurilko, Rachel
Lampley, Cassanora
Lawrence Givens, Tiffany
Long, Madeline
Maddox, Lynn
Manlove, Sharon
Manus, Sara
Maraniss, Andrew
McKeever-Burgett, Adam
Moody, Chance
Naughton, Megan

Noote, Allie
Oliver, Leshoun
Patterson, Mundy
Perry, Caitlyn
Peters, Erin
Pezzati, Katelyn
Poteete, Sarah
Pring, Michael
Putnam, Sara
Reed, Haley
Rivas, Beth
Sierra, Bryn
Smith, Amy
Smith, LaDonna
Swayze, Sarah
Taiman, Matt
Walker, Susan
Wang, Joanne
Weeks, Daravanh
Woody, Jennifer
Zink, Andrea

Not Present:

Adams, Charlton
Beck, Rebekah
Benitone, Hastings
Brust, Valerie
Carro, Elena
Carroll, Chantry
Casey, Drew
Cochrane, Brian
Cole, Victoria
Cooley, Emma
Dickson, Nancy
Dixon, Michele
Elliott, Craig
Eubanks, Helga
Kamtarin, Shahpar
Knighton, Keeouka
Masters, Richmond
Melson, Keire
Mitchell, Heather
Pratt, Jeremy
Reeves, Kallea
Stumpf, Jean
Turner, Kimberly
Watson, Hollie
Weisbrodt, Cathy
Wilson, Maisie

Guests:

Adams, Laura
Alini, Evan
Bumpas, Elizabeth
Coppinger, Whitney
Croteau, Kelly
Crowhurst, Stacey
Culver, Tiffany
Cummings, Eric
Floyd, Carolyn – Guest
Speaker
Glasgow, Scotty
Harrison, Kimberly
Hessler, Soren
Jones, Kara
Leibowitz, Miriam
Mckelvy, Deniz
Meador, Deanna –
Guest Speaker
Muller, Brittani
Naifeh, Jake
Owens, David – Guest
Speaker
Park, Jenny
Puckett, James
Retton, Patrick –
Guest Speaker
Richter, William
Ryon, Chance
Stidham, Bobbi
Vaught, Krista
Wareham, Jolie Grace
Wilhem, Anita

WELCOME

Amanda Harding, President, called meeting to order at 8:32 am

Agenda

- The Wond'ry – Dave Owens, Evans Family Executive Director and Deanna Meador, Deputy Director
- Immersion – Carolyn Floyd, Senior Director, Office of Experiential Learning & Immersion
- Vanderbilt Disaster Outreach Program – Patrick Retton, Associate Vice Chancellor, Division of Administration
- USAC Business and Committee Reports

Keynote Speaker

Dave Owens – Evans Family Executive Director, The Wond'ry
Deanna Meador, Deputy Director, The Wond'ry

THE WOND'RY = WONDER + FOUNDRY: Innovation Center

- Ambition is growing – now for the capacity
 - Innovation Ambition – a strong desire to do or achieve
 - Innovation Capacity – the resources and capability to be able to achieve
- Support Structures: Innovation Practice Areas
 - Entrepreneurship practice- how to create new forms of value while managing risk
 - Social Innovation Practice – how to lead responsible and sustainable social change
 - Making and Em-Tech Practice – how to explore and then generate and test ideas in the real world
 - Innovation and Design Research – how to support creative confidence and effective innovation process
- 13 Ventures incubating in Wond'ry launch; 5 new ventures being evaluated
- Sullivan Family Ideator – Upcoming Bootcamps –
 - April 25, May 2, May 9
 - April 27, May 4, May 11
- The Wond'ry is supporting the community
 - Universities
 - Fisk-John Lewis Fellows – providing social innovation bootcamps
 - Programs

- Supported the 1st Pitch Competition for Diane von Furstenberg's InCharge Initiative to empower women
 - Events
 - Hosting community led Web3 Workshop Series
 - Hosting VU Web3= Series
 - Hosting Renaissance Women's Summit
 - Active Community Organization Collaboration
 - Blacks in Tech
 - Greater Nashville Chamber
 - Tech Startup Ecosystem Builders
 - Nashville Blockchain Action Committee
 - Hands On Nashville
 - Mayor's Sustainability Office
 - Nashville Civic Design Center
 - Sustainable Network Solution
 - Brain Trust
- V150 = 50+50+50
 - 50 Ideas + 50 Solutions + 50 Days
 - Do you have ideas or suggestions on
 - How our university can be more innovative
 - Solutions that could have a positive impact on our campus

Carolyn Floyd, J.D. M.A. – Senior Director, Office of Experiential Learning and Innovation

Experiential Learning & Immersion at Vanderbilt University

- Immersive Experiences - learning through doing and reflection
 - Internship, Practicums
 - Student Teaching
 - Community engagement, field work
 - Community-based research
 - Civic engagement
 - Global Engagement / Study away
 - Undergraduate research, independent studies
 - Innovation, Creativity, and Design
- Mentored Relationships – formal and informal relationships with faculty and staff
 - Classes and presentations
 - Residential spaces
 - Conducting research
 - Student organizations
- Culminating Project – application and integration of knowledge
 - Independent project designed with a faculty member
 - Part of a major/minor degree requirement

- Distinct part of an ongoing project or research
- Milestone 1: Declare Your Immersive Experience
 - By the 2nd semester of sophomore year and with the assistance of Experiential Learning and Immersion advisors and their mentor, the student will:
 - Provide basic information about what they plan to do for their immersive experience, when they intend to start and complete it, and where they will be during immersing themselves
 - Answer questions about funding and resources, IRB, and other required training
 - Respond to reflection prompts that frame the academic and personal growth achieved through experiential learning
- Milestone 2: Experience Self Reflection Form
- Milestone 3: Declare Your Culminating Project
 - Students will work with a faculty advisor to declare a culminating project that allows them to integrate and apply what they have learned. Culminating projects may:
 - Be independently designed with a faculty advisor, part of a major/minor degree requirement, or a distinct part of ongoing research or projects
 - Take various forms from an art installation to research poster while paper of civic activism or lesson plan to enhance 2nd grade literacy
 - Encourage the student to start thinking about personal and professional goals after VU
- Milestone 4: Submission of the Immersion Vanderbilt Final Culminating Project
 - The student will submit the finished project to their Immersion faculty advisor for review and feedback. Once satisfied, the advisor will record the undergraduate degree requirement as complete.

Staff Mentors for Immersive Experiences

- Proposed Qualifications
 - Staff who seek to serve as mentors for immersive experiences must meet at least one (1) of the following criteria:
 - Faculty appointment
 - Terminal degree in a discipline
 - 5 years of experience in the field of the selected experiential learning unit
 - Proposed Process and Duties
 - Submit an application and have supervisor approval
 - Attend mentor preparation training (2 hours)
 - Time commitment is less than 1 hour per week mentoring the student
 - Contact Carolyn if interested: experiential.learning@vanderbilt.edu; immersion@vanderbilt.edu; 109 Student Life Center

Patrick Retton, Associate Vice Chancellor, Division of Administration

Vanderbilt Disaster Outreach Program

- Middle TN catastrophic incident frequency increasing

- VUPS jurisdiction and response area is governed by an MOU with Nashville Metro Police
- Response area:
 - I-40 to the west
 - I-440 to the east
 - Blair Boulevard to the south
 - Charlotte Ave to the north
- VUPS can respond to complaints with within neighborhoods where VU students are residents.
- Where the Vanderbilt Community Lives
 - Majority of VU community lives withing Davidson or adjacent counties:
 - 67% - Davidson
 - 10% - Williamson
 - 4% - Sumner
 - 4% - Rutherford
 - 3% - Wilson
- Proposed Communication/Outreach
 - Individualized
 - Location – specific
 - Polling option
 - Provide available resources
- Everbridge Utilization – create distribution in Everbridge Universe by selecting geographic area.
 - Send email and text
 - Response recorded: follow up as needed
- Proposed Process:
 - 1 – Monitor
 - Primary – Davidson, Robertson, Wilson, Rutherford, Cheatham, Williamson, Sumner
 - Secondary – KY, AL, GA, MS
 - 2 – Identify and Assess
 - Disaster type, area, size, scope of impact Community profile
 - Students/faculty/staff
 - Conducted within 12 hours after disaster impact
 - 3 – Notify Leadership
 - VC DofA, VC C&M, VC GCR, SAVC PS, Provost, OEM
 - 4 – Initiate
 - Initiate notification procedure using approved templates (POLL: Have you been affected? Yes/NO)
 - Initial notification within 48 hours after disaster impact
 - Follow up – 24 hours after initial
 - 5 – Report
 - Provide Everbridge report to HR (recipients, response, departments, etc)

USAC Business

Minutes from January – to be voted on in March

Employee Critical Support Fund

The Employee Critical Support Fund, previously called the Employee Hardship Fund, was established in 1994 to financially assist Vanderbilt faculty and staff who are experiencing a non-recurring sudden or emergency-related financial hardship due to an unforeseen or unavoidable event.

How to contribute:

- The **Kroger Community Rewards** program supports the Employee Critical Support Fund through grocery purchases. Everyone must re-sign up - for the Vanderbilt Employee Critical Support Fund.
- The **Amazon Smile** program has been disbanded.

If you have questions about the Employee Critical Support Fund, please email Wellbeing@vanderbilt.edu.

Communications Committee

- Social Media – Facebook, Instagram, twitter.
- February Meeting 14 – 3 PM

EDI Committee

- February is Black History Month. Many events on campus.
- The Black Culture Center is hosting events throughout the month. Check the events page for information.
- Culture Commodity exhibition featuring Nashville multidisciplinary artist Elisheba Israel Mrozik – February 3-25 at Vanderbilt Divinity School.
- Murray Lecture featuring LaWanda W.M.Ward, “Make it Make Sense: Racial Justice, Spirituality and Law” - February 23 on Zoom

Events Committee

- Welcome Co Chair – Michael Hollifield
- Virtual Food Drive - donate on the Second Harvest website thru end of month.
- USAC Coffee Break – February 22; Starbucks, 2525 West End, 8:00-9:00 AM
- Collaboration Opportunity
- Graduate Career Closet – Feb 23 – March 24; drop off at the Graduate School in Alumni Hall
- Period Products Drive – The Women’s Center and the Community Resource Center – drop off items in the month of March at the Women’s Center or items can be purchased thru Amazon Wishlist – Community Resource Center.
- Next meeting: February 21 @9:30 AM via Teams

Membership

- February Birthdays – Rebekah Beck, Lyn Eubanks, Dallas Albright, Crystal Jackson, Danny Coradazzi, Haley Reed, Keire Melson, Madeline Long, Sean Butner, Alana Gilmore, Sara Putnam, Andrew Maraniss, Kimberly Turner
- Meet a Member – Mary Kiolbasa – Director of Research Projects - DAR

Rules and Administration

- Approval is different in different contexts

Staff Life

- Finalizing the Compensation Summary of Issues
- Update on Tuition Benefit Summary of Issues
- Next round of the Vanderbilt Mentoring Program
- Recurring meeting with ELE team members
- Next Meeting – February 20; 2 PM via zoom

FYI

- Staff Census info shared yesterday in MyVU; executive committee talking with VCs about next steps
- Staff Award nominations open
- Staff Assembly – May 22

Next Meeting

Bring a colleague!

Tuesday, March 14 – Zoom – 8:30 AM

Meeting adjourned at 9:50 AM.

USAC Vision: Through communication, consultation, and service, the Council will promote a strong partnership among the staff, faculty, students, and administration of Vanderbilt University.