



Meeting Minutes:

Thursday, January 16, 2025

Online Zoom Meeting

Present:

Allen Woody, Jennifer
Bagley, Sydney
Bahrt, Emily
Baughman, David
Bennett, Jennifer
Best, Douglas
Bishop, Faith
Boone, Laura
Borgic, Kevin
Bourgoin, Jeremy
Briggs, Piersen
Broadrick, Troy
Brown, Tonya
Bumpas, Elizabeth
Burroughs, Machalia
Bush, Marita
Butner, Sean
Carro, Elena
Carroll, Sara
Chapman, Megan
Clapper, Stephanie
Cole, Victoria
Collins, Angela

Connolley, Carter
Coradazzi, Danny
Cruise, Portlyn
Dickson, Nancy
Dixon, Amanda
Fazi, Michael
Fogg, Christine
Garnder, Leigh Ann
Gill, Kayce
Haymer, Alicia
Higgins, Ed
Hooper, Kevin
Howard, Tom
Humbert, Maddie
Jordan, Chad
Karpinski, McKenzie
Kelly, John
Kole, Brenda
Krasnove, Melissa
Lampley, Cassanora
Lorusso, Valerie
Maddox, Lynn
Manning, Katherine
norman, yolanda
Notestine, Wesley

Osa-Oni, Raven
Pendowski, Shelby
Penn, Sydney
Perry, Caitlyn
Porter, Abigail "Abby"
Poteete, Sarah
Putnam, Sara
Rivas, Beth
Ryon, Chance
Sumlin, Alicia
Taylor, Susan
Tift, Mary Beth
Whitwell, Corbin
Wilson, Maisie

Not Present:

Abrams, Jenny
Albright, Dallas
Arizaga, Emily
Beach, Reina
Bennah, Noni
Brust, Valerie
Bush, Haley
Calise, Sarah
Castellon, Bianca
Conwell, Patrick
Cornwell, Cassandra
Crutchfield,
Savannah
Cummings, Kenedee
Dawson, Renee
Fontmo, Tiffeni
Gladu, William
Griffin, Brittany
Grimes, Sydney
Herndon, Roger
Hollifield, Michael
Jasper, Shaun
Karns, Allen
Knighton, Keeouka
Kurilko, Rachel
Masters, Richmond
Mitchell, Heather
Moody, Chan'ce
Moore, La Tisha
Musick, Margaret
Perkins, Anissa
Pratt, Jeremy
Price, Amber
Pring, Michael
Rice, Marquita
Sasse, Ryan
Sawyers, Ashton
Schuerlein, Wendy
Slabaugh, Cassidy
Smith, Amy

Smith, LaDonna
Turner, Kimberly
Wang, Joanne
Weissinger, Jeffrey
Yarnall, Christopher

Guests:

Mia Abernathy
Aubrey Adams
Laura Adams
Evan Alini
Stacey Andrews
Amy Cesarone
Tony Crawford
Tiffany Culver
Joanna Echols
Matthew Estes - Guest Speaker
Cameron Fowler
Kaitlyn Garrett
Scotty Glasgow
Kimberly Harrison
Andre Jackson
Hannah Johnson
Caroline Johnston
Kara Jones
Pam Jones - Guest Speaker
Karly Kattenbraker
Miriam Leibowitz
Paul Liebman - Guest Speaker
Madeline Long
Kristine McClellan
Mary McNamee
Teea Moore
Ira E. Murray
Mike Puckett
Andy Richter
Sophia Saison - Guest Speaker
Ian Seasholtz
Sydney Selimagić
Kim Viviano
Courtney Vogelpohl - Guest Speaker
Gwendolyn Zwirko

WELCOME

Sara Putnam, President, called the Meeting to order at 8:33 am

Review of the Agenda

- USAC Business and Announcements
- Committee Reports
- Guest Speakers
 - OGC – Sophia Saison and Paul Liebman: Policy Platform, Convergepoint
 - PCB – Pam Jones and Courtney Vogepohl: Rewards and Recognition platform - Kudos
 - PCB – Matt Estes: Futures Learning Updates

USAC Business

Minutes:

- October, November, and December Minutes – will be presented for approval at the February Meeting.

President's Updates:

- 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.
 - Kroger Plus Card –
 - Fall Report – 77 household members - \$27 donated
 - Winter Report – 77 households - \$26 donated
 - **Goal before June 30, 2025 – 250 household members**
 - **Remember – Employee Critical Support Fund is for VU.**

Committee Reports

Communications Committee:

- Co-Chairs:
 - Faith Bishop and Jenny Abrams
- Coming Soon –
 - Listserv Best Practices
- Goal –
 - Help you communicate with your units
- Remember to share your department's information to USAC's social media – Instagram, Twitter/X.
 - Today's Features –
 - MLK Series – March and Convocation January 20 and Joint Day of Service January 25.
 - 17th Annual Murray Lecture – February 12
- Next Meeting: February 7; 9 AM via Teams

EDI Committee:

- Co-Chairs:
 - Cassanora Lampley
- Ongoing Projects
 - Days of Significance Accommodation
 - Completing final edits
 - Tentative date for first reading – 2/20
 - EDI Training Initiative
 - Project on pause
- Awareness Month Spotlight and Events
 - MLK
- Next Meeting: January 30; 9 AM via Teams

Events Committee:

- Co-Chairs:
 - Sara Carroll and Alicia Williams-Sumlin
- Upcoming Event
 - A Short History of Vanderbilt and Nashville by Kathy Smith, University Archivist and Associate Director of Special Collections – February 5; 12 noon, lunch will be provided rsvps required.
- Next meeting: March 5, 9 AM via Teams

Membership Committee:

- Co-Chairs:
 - Jennifer Allen Woody and Chan'ce Moody
- Birthdays - January:
 - Emily Arizaga, LeighAnn Gardner, Michael Hollifield, Shaun Jasper, Cassanora Lampley, Maggie Musick, McKenzie Poston, Chance Ryon, LaDonna Smith, Susan Taylor
- Next Meeting: February 11; 9 AM via Teams

Rules and Administration:

- Co-Chairs:
 - Sean Butner and Amy Smith
- No Report

Staff Life

- Co-Chairs:
 - Jeremy Bourgoin and Beth Rivas
- Ongoing Initiatives:
 - Mega Proposal Summary
 - Starting to get some response from leadership
 - Reviewing 2020 Professional Development proposal
 - Ideating and prioritizing ideas
 - Bereavement policy
- Comment Corner – NEW
 - Turkey Toss and Staff Engagement Survey
 - Chancellor's Administrative Day
 - Parking and Transportation
 - Meeting
 - Terrace Place
 - 25th Ave
 - Commute survey results will be shared soon

- Accepting feedback and long-term pursuits
- Next Meeting: January 22; 3 PM via Teams

Keynote Speakers

- Matt Estes, Director, Learning Innovation & Impact, People Culture and Belonging, shared some exciting updates about learning initiatives.
- Sophia Saison, Assistant Director, University Policy Office, and Paul Liebman, Chief Compliance Officer, provided information about Convergepoint, the new policy platform.
- Pam Jones, Associate Vice Chancellor for Health, Wellbeing and Belonging and Courtney Vogelpohl, Senior Director Payroll and Employee Records: Rewards and Recognition platform, Kudos.

Next USAC Meeting:

- Thursday, February 20, 2025
 - In Person and Via Zoom – 8:30-10 AM
 - Email: usac@vanderbilt.edu

ADJOURN

Sara Putnam, President, adjourned the Meeting at 9:39 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.