



Meeting Minutes:

Tuesday, October 17, 2024
Online Zoom Meeting

Present:

Abrams, Jenny
Allen Woody, Jennifer
Arizaga, Emily
Bagley, Sydney
Baughman, David
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
Chapman, Megan
Clapper, Stephanie
Cole, Victoria
Collings, Angela

Connolley, Carter
Cornwell, Cassandra
Cruise, Portlyn
Dickson, Nancy
Fazi, Michael
Fogg, Christine
Fontmo, Tiffeni
Gill, Kayce
Gladu, William
Grimes, Sydney
Haymer, Alicia
Hollifield, Michael
Hooper, Kevin
Humbert, Maddie
Jordan, Chad
Kelly, John
Krasnove, Melissa
Kurilko, Rachel
Lampley, Cassanora
Lorusso, Valerie
Maddox, Lynn
Manning, Katherine
Moody, Chan'ce
Musick, Margaret
Notestine, Wesley

Osa-Oni, Raven
Pendowski, Shelby
Penn, Sydney
Perry, Caitlyn
Poteete, Sarah
Pratt, Jeremy
Price, Amber
Putnam, Sara
Rivas, Beth
Ryon, Chance
Sasse, Ryan
Sawyers, Ashton
Slabaugh, Cassidy
Sumlin, Alicia
Whitwell, Corbin
Wilson, Maisie
Yarnall, Christopher

Not Present:

Albright, Dallas
Bahrt, Emily
Beach, Reina
Bennah, Noni
Bennett, Jennifer

Brust, Valerie
Bush, Haley
Calise, Sarah
Carroll, Sara
Castellon, Bianca
Conwell, Patrick
Coradazzi, Danny
Crutchfield, Savannah
Cummings, Kenedee
Dawson, Renee
Dixon, Amanda
Garnder, Leigh Ann
Griffin, Brittany
Herndon, Roger
Higgins, Ed
Howard, Tom
Jasper, Shaun
Karns, Allen
Knighton, Keeouka
Kole, Brenda
Masters, Richmond
Mitchell, Heather
Moore, La Tisha
norman, yolanda
Perkins, Anissa
Porter, Abby
Poston, McKenzie
Pring, Michael
Rice, Marquita
Schuerlein, Wendy
Smith, Amy
Smith, LaDonna
Taylor, Susan
Tift, Mary Beth
Turner, Kimberly
Wang, Joanne
Weissinger, Jeffrey

Blakely, James
Cesarone, Amy
Cobb, Dee Dee
Coppinger, Whitney
Cornwell, Cassie
Crawford, Tony
Culver, Tiffany
Echols, Joanna
Erickson, Brian
Garrett, Kaitlyn
Giraldo, Lucas
Glasgow, Scotty
Hanna, Julie
Harding, Amanda
Hemmings, Yasja
Hendrickson, Ava
Hyer, Nick
Ice, Chad
Jones, Kara
Leibowitz, Mariam
Long, Madeline
Maggart, Kathryn
Manlove, Sharon
McClellan, Kristine
McKeever-Burgett,
Adam
McNamee, Mary
Morris, Morgan
Puckett, Mike
Raiszadeh, Sara
Richter, Andy
Schmitt, Joza
Seasholtz, Ian
Selimagic, Sydney
Svennevik, Emily
Viviano, Kim
Wood, Catherine
Zwirko, Gwendolyn

Guests:

Abernathy, Mia
Adams, Laura
Alini, Evan
Andrews, Stacey

WELCOME

Sara Putnam, President, called the Meeting to order at 8:32 am

Review of the Agenda

- USAC Business and Announcements
- Committee Reports
- Guest Speakers
 - Lucas Giraldo and Ava Hendrickson – Experience Vanderbilt
 - Catherine Wood & Julie Hanna – Open Enrollment
 - Amy Huffman – Dialogue Vanderbilt

USAC Business

Minutes:

- September Minutes – approved.

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.
 - Payroll Deduction
 - One time gift through DAR
 - Kroger Plus Card
- Fall Staff Assembly
 - November 14
 - 2 PM – Resource Fair, 3 PM – Awards Assembly
 - Reception to follow
- Representative Survey – please complete. Link found in Teams Channel. Will report results at November Meeting.
- Reminder to Guests – please email – USAC@vanderbilt.edu to be added to the permanent invitation list for the monthly USAC Meetings.
- Did You Know –
 - Anonymous Contact Form
 - 100% anonymous unless you fill in the email field. Form shared with USAC President, President-Elect and Staff Chairs and then with PCB Leadership.

Committee Reports

Communications Committee:

- Co-Chairs:
 - Faith Bishop and Jenny Abrams
- Microsoft Teams Tips:
 - Turn on USAC Notifications – '3 little dots' – select turn on channel notifications
 - Only elected members have access to this channel

- Informational Presentation – located in the Teams General File – use to present USAC information to your units.
- Remember to share your department’s information to USAC’s social media – Instagram, Twitter/X.
- Next Meeting: November 1; 9 AM via Teams

EDI Committee:

- Co-Chairs:
 - Cassanora Lampley
- Ongoing Projects
 - Days of Significance Accommodation
 - Soliciting Testimonials – 108 received
 - Projected Completion Date – October 2024
 - EDI Training Initiative
 - Project on pause due to Prioritize Days of Significance
- Awareness Month Spotlight and Events
 - LGBTQIA+ History Month
 - Asian Pacific Islander Desi American Heritage Month
 - Native American and Indigenous History Month
- Next Meeting: October 24; 9 AM via Teams

Events Committee:

- Co-Chairs:
 - Sara Carroll and Alicia Williams-Sumlin
- Upcoming Event
 - Coffee Hour – November 4 – 8 -10 AM; Peabody Campus, Mayborn Building, 6 Magnolia Circle, at the Red Bicycle Café
- Next meeting: November 6, 9 AM via Teams

Membership Committee:

- Co-Chairs:
 - Jennifer Allen Woody and Chan’ce Moody
- Birthdays - October:
 - Haley Bush, Abby Porter, Wendy Schuerlein
- Meet a Member:
 - Portlyn Cruise, Event Coordinator, Office of Medical Student Affairs, Vanderbilt University School of Medicine
- Next Meeting: TBA

Rules and Administration:

- Co-Chairs:
 - Sean Butner and Amy Smith
- Exciting plans to be announced.
- Next meeting: October 18

Staff Life

- Co-Chairs:
 - Jeremy Bourgoin and Beth Rivas
- Ongoing Initiatives:
 - Mega Proposal Summary
 - PCB will be sending a written response
 - Future meetings with PCB to discuss
 - Ideation Phase of Planning

- Identifying challenges and opportunities
- Brainstorming new initiatives and goals
- Prioritizing ideas for feasibility and impact
- Next Meeting: November 6; 3 PM via Teams

Keynote Speakers

- **Lucas Giraldo and Ava Hendrickson**, students representing the Experience Vanderbilt organization. Experience Vanderbilt is a student-run organization which raises funds to make student organizations more accessible for Vanderbilt students who qualify for financial aid.
- **Catherine Wood**, Executive Director, Total Rewards, People Experience; Health, Wellbeing and Belonging and **Julie Hanna**, Benefits Operations Management; Health, Wellbeing and Belonging
 - Open Enrollment – October 21 - November 4, 2024.
 - Everyone must actively enroll in a Health plan.
 - Health, Dental, and Vision Insurance
 - Tax-Advantaged Accounts
 - Basic and Supplemental Life Insurance
 - Accidental Death and Dismemberment (AD&D)
 - Short-and Long-Term Disability
 - Empyrean - new benefits manager
 - Healthcare Bluebook is an online price comparison tool
 - Employee Assistance Program offered through Lyra
 - Virgin Pulse (Wellness Platform) will become Personify Health
- **Joanna Echols**, Chief Compliance Officer, Strategy and Operations Innovation Center of Expertise
 - Future Learning Hub – giveaway opportunity from November – January. Complete one course in the Learning Hub and you will automatically be entered to win a \$75 Vanderbilt swag bag.
- **Amy Huffman** – Executive Director, Strategic Initiatives, Office of the Chancellor
 - Dialogue Vanderbilt – in partnership with Darren Reisberg, John Geer, and Sarah Igo.
 - Mission – advances Vanderbilt’s longstanding commitment to free expression, institutional neutrality, and civil discourse – and prepares our students to contribute and to lead in a pluralistic, global society.
 - Programs:
 - Open Forums – Vanderbilt Project on Unity and American Democracy, Open Dore Visiting Fellows
 - Civil Discourse – Civil Discourse Lab, Faculty-Staff Training, One Small Step, Alexander Initiative
 - Free Speech – Future of Free Speech

Next USAC Meeting:

- Thursday, November 21, 2024
 - In Person and Via Zoom – 8:30-10 AM

- Email: usac@vanderbilt.edu

ADJOURN

Sara Putnam, President, adjourned the Meeting at 9:43 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.