



Meeting Minutes:

Tuesday, May 14, 2024

Online Zoom Meeting

Present:

Abrams, Jenny
Albright, Dallas
Allen Woody, Jennifer
Bagley, Sydney
Baughman, David
Bennah, Noni
Bennett, Jennifer
Best, Douglas
Boone, Laura
Borgic, Kevin
Bourgoin, Jeremy
Brown, Tonya
Burroughs, Machalia
Bush, Marita
Carroll, Sara
Chai, Pearl
Champion, Brittany
Conwell, Patrick
Coradazzi, Danny
Cornwell, Cassandra
Cummings, Kenedee
Dixon, Amanda
Eubanks, Lyn

Fogg, Christine
Gyarmati, Krista
Higgins, Ed
Hollifield, Michael
Jasper, Shaun
Keever, Jeffrey
Kole, Brenda
Kurilko, Rachel
Lampley, Cassanora
Lawrence Givens, Tiffany
Long, Madeline
Maddox, Lynn
Manlove, Sharon
Manning, Katherine
Maraniss, Andrew
McKeever-Burgett, Adam
Moody, Chanc'e
Musick, Margaret
Noote, Allie
Notestine, Wesley
Osa-Oni, Raven
Perkins, Anissa
Peters, Erin
Porter, Abby
Poteete, Sarah

Price, Amber
Pring, Michael
Putnam, Sara
Reed, Haley
Rivas, Beth
Sierra, Bryn
Smith, LaDonna
Wang, Joanne
Weeks, Daravanh
Wilson, Maisie
Zuckerwise-Causton, Simon

Not Present:

Bahrt, Emily
Benitone, Hastings
Bergheger, Claudia
Bishop, Faith
Broadrick, Troy
Brust, Valerie
Bumpas, Elizabeth
Butner, Sean
Carroll, Chantry
Cope, Sara
Crowhurst, Stacey

Crutchfield, Savannah
Dawson, T. Renee
Dickson, Nancy
Dixon, Michele
Farst, Paige
Foggie, Christina
Gibbons, Sarah
Gilmore, Alana
Gladu, William
Griffin, Brittany
Herndon, Roger
Jackson, Crystal
Kamtarin, Shahpar
Karns, Allen
Knighton, Keeouka
Masters, Richmond
Mitchell, Heather
Moore, La Tisha
Perry, Caitlyn
Poston, McKenzie
Pratt, Jeremy
Rice, Marquita
Ryon, Chance
Schuerlein, Wendy
Smith, Amy
Sumlin, Alicia
Taiman, Matt
Taylor, Susan
Tift, Mary Beth
Turner, Kimberly
Weissinger, Jeffrey

Guests:

Adams, Laura
Adams, Aubrey
Alini, Evan
Andrews, Stacey
Arizaga, Emily
Blakely, James
Bonner, Stacey
Bush, Haley
Cesarone, Amy
Connolley, Carter
Coppinger,
Whitney
Cummings, Eric
Erickson, Brian
French, Maddie
Garrett, Kaitlyn
Gentry, Joe
Gibson, Madison
Hanna, Julie –
Guest Speaker
Harding, Amanda
Harrison, Kimberly
Hyer, Nick
Jones, Kara
Jones, Pam – Guest
Speaker
Kelly, John
Lambert, Michael
Landrum, James
Leibowitz, Miriam
Liebman, Paul
Morris, Morgan
Pastrana, Mikey
Puckett, Mike
Richter, Andy
Ross, Kylie
Rucker, Cleo –
Guest Speaker
Smithson, Carmen
Stoecklein, Phillip
Svennevik, Emily
Viviano, Kim

Wilhelm, Anita

WELCOME

Adam McKeever-Burgett, President, called the Meeting to order at 8:33 am

Review of the Agenda

- Julie Hanna
- Cleo Rucker
- Pam Jordan
- USAC Executive Elections
- USAC Announcements and Business

Keynote Speakers

- Julie Hanna – Benefits Operations Manager in HR
 - Changes in Benefits – Empyrean – starting July 1
 - **changes being made to benefits administration** beginning July 1.
 - Those updates include a new benefits administrator, a new process for dependent verification, and the migration of flexible spending accounts to Fidelity.
- Associate Vice Chancellor and Chief Human Resources Officer Cleo Rucker and Associate Vice Chancellor for Health and Wellness
 - **Employee Affinity Groups (EAGs) at Vanderbilt.**
 - EAGs at Vanderbilt are employee-led groups formed around interests, backgrounds, identities, and common bonds.
 - There are now **fifteen EAGs at Vanderbilt**, with new groups forming each summer.
- USAC Officer Elections
 - New leadership elected for the 2024-2025 year.
 - USAC Officers **Jennifer Bennett** (Vice-President/President-elect), **Danny Coradazzi** (Treasurer), and **Lynn Maddox** (Secretary), will join incoming President **Sara Putnam** in USAC leadership beginning July 1.

USAC Business

Minutes

- March and April Minutes – approved.

Announcements

- 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.

- Vanderbilt Giving Day donations resulted in a total for the year of 66 donors and \$4590.56 received.
- 541% increase in donations and 733% increase in donors
- Fall Incentive Campaign - \$2359; 25 donors
- Payroll Deduction Campaign – 15 donors
- Giving Day - \$3362; 40 donors
- Increase in families and households supporting via Kroger

- Curious Bar
 - Every Wednesday; 11 AM – 1 PM
 - An employee hub for personalized and support and innovation
 - No appointment necessary; just pop in

- Facilities University
 - 6 weeks beginning June 5-July 24

Committee Reports:

- Thank you to all Committee Co-Chairs!

Communications Committee:

- Co-Chairs:
 - Faith Bishop and Alana Gilmore
- Tip of the Month – Did *YOU* Know?
 - May – Highlighting Events and General Knowledge Items
 - Spring Communications Campaign
 - ELE Workshops
 - Invitation to Choose How You Move with Mayor Freddie O’Connell
 - Reminder to Update Personal Devices
 - Attend Spring Staff Assembly
 - Congratulations Graduates!
- Remember to share your department’s information to USAC’s social media – Instagram, Twitter/X.
- Next Meeting: TBA

EDI Committee:

- Co-Chairs:
 - Cassanora Lampley and Raven Osa-Oni
- Ongoing Projects
 - Data has been collected will be reviewed over the summer
- Heritage Month Spotlight - May
 - Mental Health Awareness
- Next Meeting: TBA

Events Committee:

- Co-Chairs:
 - Michael Hollifield and Sara Carroll
- Events
 - Happy Hour
 - May 14, 2024; 4 PM – 6 PM; HiFi Clyde’s 1700 Church Street
 - USAC Table at Spring Staff Assembly; sign up for a shift – 2:15 – 5 PM

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- Next meeting: May 21; 9 AM via Teams

Membership Committee:

- Co-Chairs:
 - Christine Fogg and Krista Gyarmati
- 2024 Election Timeline
- Birthdays - May:
 - David Baughman, Faith Bishop, Kevin Borgic, Patrick Cornwell, Renee Dawson, Michele Dixon, Ed Higgins, Brenda Kole, Allie Noote, Beth Rivas, Matt Taiman
- Meet a Member:
 - Jeffrey Keever, Faculty and Academic Affairs Coordinator, College of Arts and Science Dean's Office
- Next Meeting: May 28, 10:00 AM, via Teams

Rules and Administration:

- Co-Chairs:
 - Sean Butner and Amy Smith
- No Report
- Next meeting: TBD

Staff Life

- Co-Chairs:
 - Jennifer Bennett, Jeremy Bourgoin, Danny Coradazzi
- Ongoing Initiatives:
 - Summary of Issues and staff concerns
- Next Meeting: May 15; 1 PM via Teams.

Next Meetings:

- Tuesday, June 11, 2024
 - In Person and Via Zoom – 8:30-10 AM
 - Email: usac@vanderbilt.edu
 - Central Library Community Room
 - Featuring
 - USAC Awards
 - Vice Chancellor Sydney Savion

ADJOURN

Adam McKeever-Burgett, President, adjourned the Meeting at 9:58 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.