



Meeting Minutes: Tuesday, June 9, 2015 Student Life Center, BOT Room

Present

Bonner, Stacey
 Boyce, Kim
 Boyd, Barbara
 Brady, Al
 Burnett, Karen
 Carlson, Robin
 Carney, Kathy
 Choate, Corey
 Clark, Maura
 Crimi, Cathy
 Darling, Shelley
 Dean, Mary Ann
 Dixon, Michele
 Dumas, Lydia
 Ely, Courtney
 Engstrom, Steven
 Foutch, Leslie
 Furlong, Kara
 Gilpin, Pamela
 Hamilton, David
 Hammock, Patrick
 Harrell, Rachel
 Henderson, Eugene
 Jeter, Wynn
 Johnson, Judy
 Johnson, Faye
 King, Amanda
 Kovash, Michelle
 Lassiter, Lynn

Latham, Vickie
 Lester, Frank
 Loudon, Jeff
 McChesney, Bailey Garrett
 Miller, Jean
 Murphy, Lori
 Nelsen, Scott
 Pickert, Donald
 Poynter, Lisa
 Pulcini, Ally
 Riddle, Dawn
 Rider, Jill
 Rose, Susan
 Sanchez, Monica
 Seezen, Karen
 Siegel, Charlotte
 Smith, Susie
 Smith-Borne, Joell
 Soren, Carol
 Sridaromont, Melissa
 Stokes, Kiley
 Street, JJ
 Uson, Rae
 White, Lolita
 Williams, Anthony
 Woche, Melissa
 Young, Deirdre

Did Not Attend

Ahler, Melissa
 Armstead, Ally
 Boshers, Chris
 Brassil, John
 Brown, Kenneth
 Hammonds, Deborah
 Jones, Eric
 Kissinger, Lauren
 Martindale, Allie
 Nightengale, Cynthia
 Nodini, Sylvia
 O'Hara, Mark
 Parkinson, Kyle
 Pepper, Ronnie
 Rager, Dottie
 Reynolds, Dana
 Roberts, Janet
 Robinson-Wright, Monique
 Sauer, Matt
 Schmittou, Lorna
 Shepherd, Justin
 Smith, Jennifer
 Stanard, Ray
 Teaford, Jeremy
 Wall, Anne
 Williams, Dustin
 Wilson, Cliff
 Wilson, Jonathan

Sent Regrets

Bailey, Christina
 Deike, Jan
 McKinney, Rhonda
 Moore, Stacey
 Pring, Michael
 Ramos-Lewis, Andrea
 Richter, Andy
 Thomas, Anna
 Weisbrodt, Cathy
 Williams, Tara

New Members- Attended:

Behnam-Gilani, Ali
 Campbell, Linda
 Christian, Briana
 Donahue, Laurel
 Hallstrand, Lillian
 Heaton, Ashley
 Kasinger, Jake
 Mandeville, Jenny
 Newell, Tanish
 O'Leary, Ali
 Washam, Glenda
 Woods, Alyson
 Zidank, Debbie

Guest/Visitors:

Grant, Deb (HR)
 Hicks, Chris (HR)
 Lehman, Lara Beth (DAR, Past President)
 Lockett, Midori (HR)
 Napier, Alan (HR)

8:32 am President, Michelle Kovash, called the meeting to order.

OLD & NEW BUSINESS ANNOUNCEMENTS

- This is our last meeting this year.
- Motion to approve May meeting minutes approved.

- For those who were elected to the standing committees, you should be contacted soon.
- New members should have nametags; please drop these off on your way out.
- We will do a brief introduction around our tables so new members can meet some old members.
- I want to thank all current, odd group members who are rolling off of USAC. We have loved having you on the council.

COMMITTEE HIGHLIGHTS & REPORTS

Membership, co-chairs Jill Rider and Anna Thomas (on maternity leave)

- Thank you to all members who are rolling off. We appreciate your service. We welcome all of our new members also.
- We are transitioning our online roster right now from current to new members.
- Happy birthday to June babies!

Michelle: Membership is a lot of work and is one of our most administrative committees. Jill took on spring elections since Anna was out on maternity leave and did an awesome job.

Communications, co-chairs Kara Furlong and Chris Boshers

- We are very much behind the scenes, but make sure you are aware of what's going on.
- Chris has been maintaining the listservs.
- We've made updates to our website, www.vanderbilt.edu/usac
 - The site is a great resource for staff, and an important archive for Staff Council.
 - We have updated our FAQs, working with the Staff Life committee.
 - We added a Member of the Month page to continue to celebrate them.
 - We also keep the meeting minutes page up to date and post recordings of our meetings (thanks John Brassil!).
 - Under initiatives, you can find step by step instructions on how to sign up for the Kroger Community Rewards program.
- We have also worked on newsletters in the fall and spring.

Michelle: Kara and the Communications committee have done a great job. Kara also proofreads the meeting report and quickly updates the website as needed.

Rules and Administration, JJ Street

- We amended the USAC bylaws to include only gender-neutral pronouns.
- We also reviewed and updated the Operations Plan.

Michelle: My goal this year was inclusion and diversity. All of our committees were great at taking that on and working with me to achieve this goal. JJ and his committee did a great job.

Staff Life, Andy Richter and Al Brady

- Thank you all of our committee members.
- For every question that came in to us, we set a goal of either providing information on the website, getting the answer to the person asking the question, or coming up with a resolution/recommendation. We were good about making that happen.
- We did the CARE event for the 2nd year on 3/25/2015.
- We put forward two recommendations: Retirement and All Gender Restrooms.
- We updated traffic and parking and campus dining FAQs.
- We investigated bereavement, campus rec, shuttle services, and expanded child tuition benefits. We will have a committee meeting soon to discuss some of these issues for returning and new members.
- We had three members of the month!

Michelle: The role of Staff Life is to work closely with administration. A round of applause for administration who has been super helpful with our recommendations and concerns.

Events, co-chairs Michael Pring and Wynn Jeter

- We did lots of great events including the Sounds Game (employee appreciation), employee tailgate (we distributed hundreds of tattoos), Heart Walk (with our Red Hot Chili Steppers team!), Second Harvest volunteer day, donations to the VU clothes closet, blood drive (we donated over 40 pints), Share the Love food drive, and Happy Hour at the Pub.
- Our committee members participated in helping to get people signed up for the Kroger card program at events like the Turkey Toss.
- We are working on another **blood drive** that will be **July 31st from 10:00am-3:00pm**
- We hope to have our LinkedIn event finalized soon.
- We will be looking for volunteers for our first event of the year on Sept. 19th, the tailgate.

Michelle: Volunteers have been great from this committee, stepping up to volunteer at lots of events.

Secretary and Treasurer: Ally Pulcini and Eric Jones (sent regrets)

- We had great attendance, with 50% of our members attending all but one meeting this year. We also put up handouts from our meetings on the website for those who missed them at the meetings.
- *Michelle:* Eric is the head of Athletics ticketing, so he is unable to be here today. He puts in a lot of hard work for us as Treasurer. This year we blew our past Kroger card totals out of the water. This is in large due to the fact that Kroger changed the way they did the program. It was hard with gift cards, but this year through linking the Kroger Plus card, we have raised a lot more: \$6,305.86, with more to come. We were third in the region in the last quarter for the amount of participants in this program. Simple instructions are on the website; please share this with your coworkers and those outside of Vanderbilt. We have 304 households so far. We set up computers at all our events to get people to sign up.

AWARDS

While every committee did a great job, **Committee of the Year for 2014-2015 is the Staff Life Committee!** We had over a hundred people at the CARE event and key speakers at the event. They did an amazing job with a lot of really hard work.

Committee Member of the Year for 2014-2015 is part of the Staff Life Committee, and was instrumental on the Campus Dining efforts, **Jeff Loudon**.

The **Karen Dolan Spirit Award** is named for a USAC member who was going to be president but was diagnosed with ALS and had to step down. She passed away not long after. She had the USAC spirit of volunteerism and wanting to make Vanderbilt better for faculty, staff and students. This year's recipient has done a great job as the Communications co-chair and embodies the spirit of USAC. She comes up with great new ideas, support and suggestions. She has done an amazing job. **Congratulations, Kara Furlong!**

CLOSING

Michelle

- We will have award winner photos and photos of our new officers after the meeting.
- Thank you to our officers who have worked closely with me. Thanks to Eric and Ally; I have a gift for them both.
- At our last meeting, we always hand out certificates to all of our members. Thank you to everyone for an awesome year.
- This is my official passing of the gavel to Rachel as the next President. She has been an amazing VP and will do a great job as President.

Rachel

- The first thing I want to do as President is thank Michelle. She has done a lot for the council and for the university. Her enthusiasm is infectious.
- Our officers for the coming year will be JJ Street, VP/President Elect; Eric Jones, Treasurer; and Lori Murphy, Secretary.
- **If you are interested in co-chairing the Membership Committee, let rachel.harrell@vanderbilt.edu know.**
- My current goal for the next year is to focus on professional development as far as what Vanderbilt has to offer and what they could have to offer. My goal is to highlight what's out there and make sure we are the best employees we can be for Vanderbilt.
- The executive committee will be meeting soon.

Our next meeting will be Tuesday, July 14th in Kissam. Our next speaker will be Tammy Key who will talk about professional development opportunities at Vanderbilt.

Meeting is adjourned at 9:23am.

For more information about the council, please visit the [USAC website](#).