Meeting Minutes: Tuesday, June 13, 2017
Student Life Center, Board of Trust Room

Present:
Anderson, Katherine
Balthrop, Merry
Barrow, Terrie
Berry, Carolyn
Brady, Al
Brassil, John
Caldwell, Caroline
Carlson, Robin
Chiavini, Amanda
Choate, Corey
Clark, Neal
Darling, Shelley
Harbin, Rachel
Hawthorne, Kelly
Heaton, Ashley
Hughey, Jasen
Johnson, Judy
Jones, Eric
Karls, Aletha
King, Amanda
Little, Geoffrey
Lord, Sara
Loudon, Jeff
Malone, Amelia
Marshall, Jordan
McChesney, Bailey

McClure, Nathan
McDaniel, Jon-Michael
Meadows, Shelley
Pickert, Donald
Pierce, Tania
Porter, Beth
Preston, Chris
Pring, Michael
Richter, Andy
Sanchez, Monica
Seezen, Karen
Sims, Beth
Smith, Amy
Smothers, Natalia
Soren, Carol
Sprague, Megan
Stanard, Ray
Taylor, Susan
Vincz, JaNiece
Wachter, Michelle
Waits, Robert
Washam, Glenda
Wells, Mia
Westrom, Lynn
Williams, Tara
Wocher, Melissa
Wood, Catherine

Did Not Attend:
Anderson, Dirk
Angela, Baker
Armour, John
Ashton, Zeben
Assadian, Nurlan
Bahraei, Kelly
Bailey, Christina
Barclay, Smanatha
Battle, BiShaune
Begarly, Brandon
Behnam-gilani, Ali
Brooks, Kay
Carney, Kathy
Clark, Joanna
Clemmons, Lee
Cooley, Emma
Cornelius, Clark
Cruise-Stre, Kirra
De Los Santos, Wil
Debeb, Kelley
Dixon, Michele
Eardley, Karen
Eckert, Danielle
Engstrom, Steven
Fann, Drew
Fields, Craig
Fox, Anita  
Giese, Tiffany  
Glende, Lora  
Gray, Gary  
Hall, Andy  
Halman, Malina  
Harrell, Rachel  
Hickey, Emily  
Hicks, Antoinette  
Higgins, Ed  
Johnson, Faye  
Kasinger, Jake  
King, Amanda  
Korab, Emily  
Lammers, Lillian  
Latham, Vickie  
Mandeville, Jenny  
Miller, Jean  
Miltner, Damon  
Morgan, Rachel  
Newell, Tanish  
Parker, Patricia  
Parks, Liv  
Payne, Philip  
Pepper, Ronnie  
Preston, Chris  
Provost, Carl  
Pursley, Amber  
Rauh, Jonathan  
Robinson-Nichols, Monique  
Ruiz, Carlos  
Seckman, Matthew  
Shelton, Mary  
Siegel, Charlotte  
Sierra, Anthony  
Sims, Beth  
Smith, Susie  
Sprague, Megan  
Teaford, Megan  
Tharp, Anthony  
Thomas, Anna  
Turner, Kimberly  
Waits, Robert  
Washam, Glenda  
Watkins, Heather  
Weinstein, Sandy  
Weisbrodt, Cathy  
Williams, Megan  
Wilson, Cliff  

**Visitors:**
Madison, Gibson, HR  
Deb Grant, HR  
Andy Hall, Tech Services  
Catherine Wood, HR  
Jordan Marshall, UEA  
Malina Halman, Peabody  
Teea Moore, HR  
Kay Brooks, Vice Provost's Office  
Gwen Hopkins, Chancellor's Office  

**New Members:**
Tania Pierce  
MicheelleWachter  
Laurel Duncan Bigiju  
Aletha Karls  
Shelley Meader  
Stephanie Sefeik  
Joanna Clark  
Tara Williams  
Geoffrey Little  
Lee Clemmons  
Kirra Cruise-Streat  
Susan Taylor  
Bailey McChesney  
Emma Cooley  
Amelia Malone  

8:45 a.m. President Al Brady called the meeting to order.

**OLD & NEW BUSINESS ANNOUNCEMENTS**
- Welcome from President Al Brady.
- Approval of the May minutes.
- The resignation of secretary, Shelley Darling, was accepted and nominations for secretary for the 2017-2018 year were taken. Rachel Harbin from Group #3 was nominated and elected.
COMMITTEE HIGHLIGHTS & REPORTS FOR 2016-17

Communication, chair Jenny Mandeville
- Restructured the website.
- Redesigned the website.
- Revamped the newsletter.
- Creation of new banner and USAC logos.

Membership, chair Anna Thomas
- Happy Birthday to all the June birthdays.
- Welcomed the newly elected representatives.
- Worked very hard to keep the council at full staff.
- Had an excellent year.

Events, co-chairs Judy Johnson and Amanda King
- Second Harvest Food Drive raised 1,005 pounds of food equaling 850 meal.
- Collected Christmas donations for the Nashville Human Society.
- Red Cross Blood Drives – next blood drive will be August 10th from 10:00-3:00 p.m. in the Sarratt Student Center Room 216/220.
- Held successful USAC Happy Hours.
- Collected clothing for the VUMC Clothing Closet,
- Tailgate with door prizes was a great hit with employees.

Staff Life, co-chairs Andy Richter and Jeff Loudon
- Accomplishments
  - Alternate Transportation Report.
  - CARE Event 4/6/17 – Respecting Our Differences. Video is available on the USAC website.
- Work in Progress
  - Ombudsman.
  - Retirement Proposal.
  - Thanked all the committee members for their outstanding efforts this year.

Rules and Administration, co-chairs Melissa Wocher and Vickie Latham
- Nothing to report.

Standing Committees

Benefits
- Nothing to report.

Traffic & Parking
- Nothing to report.

Athletics
- Nothing to report.
YEAR END SUMMARY

- Increased the number of USAC representatives on university standing committees.
- USAC reps were very active across all committees during the Future VU project.
- USAC also had a representative on the Future VU Executive Board.
- USAC now has a regular meeting slot for updates from Barbara Carroll, Associate Vice Chancellor and Chief Human Resources Officer.
- USAC received 19 different invitations to have USAC representatives on different university committees.
- USAC is partnering with Human Resources where Events Committee Chairs will serve as USAC representatives on the Employee Appreciation Committee.
- Offered a standing slot for the Vice President of USAC into the Leadership & Development Training Program for the Division of Administration.
- Saw its PTO proposal pushed forward as the university changed and updated the Holiday & PTO Policy.

CERTIFICATES PRESENTATIONS

- President Al Brady presented Certificates of Appreciation to all USAC representatives in recognition of valuable contributions to University Staff Advisory Council for 2016-2017.

AWARD PRESENTATION

- Committee Member of the Year for 2016-2017 present to Robin Carlson.
- Committee of the Year for 2016-2017 presented to the Events Committee.
- The 2016-2017 Karen Dolan Spirit Award presented to Anna Thomas.
- Officers for 2016-2017 were presented awards for their service to USAC.
- The gavel was handed over from the 2016-2017 President Al Brady to the 2017-2018 President Michael Pring.

CLOSING

The next meeting will be held on July 11, at 8:30 a.m. in the Student Life Center Board of Trust Room.

Meeting was adjourned.