



Meeting Minutes: Tuesday, February 9, 2021

Online Zoom Meeting

Present:

Best, Douglas	Linski, Jamie	Charley, Myles
Jackson, Donald	Porter, Beth	Gracey, Lisa
Taylor, Susan	Baquera, Felisha	Higgins, Ed
Carter, Marsha	McKeever-Burgett, Adam	Watkins, Katelen
Crowhurst, Stace	Nashabi, Maya	Fields, Craig
Armstrong, Anjelica	Wang, Rong "Joanne"	Maddox, Lynn
Bennett, Garrett	Ripley, Kate	Berry, Courtney
Conwell, Patrick	Williams, Tara	Farst, Paige
Fox, Anita	Dawson, Toni Renee	Jones, Michael
Pring, Michael	Faith Bishop, Faith	Templeton, Alison
Clair Brigman, Clair	Jennifer Bennett, Jennifer	Cole, Victoria
Coppinger, Whitney	Lawrence Givens, Tiffany	Hastings, Lynn
Hansbrough, Sean	Stiles, David	Mullane, Courtney
Hollifield, Michael	Walker, Susan	Mundy, Meaghan
LeBlanc, Jennifer	Butner, Sean	Cooley, Emma
Lowe, Deni	Harding, Amanda	Dixon, Michele
Robinson, Antonio	Manlove, Sharon	Johnson, Denise
Rutledge, Scott	Steffanick, Adam	Majewski, Ashley
Wolff, Jeannette	Weisbrodt, Cathy	King, Amanda
Artus, Meagan	Putnam, Sara	Nelson, Roberta (Rob)
Brown, Jacquelyn	Saxon, Allie	Sims, Beth
Carroll, Chantry	Jones, Haley	May, Ela
Cherry, Sandy	Smith, Amy	
Pickert, Donald	Woodruff, Karen	
Smith, LaDonna	Griffin, Shore	
Johnston, Caroline	Fuchs Hritz, Kathleen	
Kelley, Emily	Johnson, Faye (Linda)	
Kiolbasa, Mary	Yockey, Heather	
	Bess, Angela	

Not Present:

Barclay, Samantha
Cedzich, Michele
Halman, Michelle
Clemmons, Lee
Hill, Olivia
Davis, Jessamyn
Engstrom, Steven
Loudon, Jeff
Martin, Robert
Bordenstein, Sarah
Perry, Will
Anuj Rastogi, Anuj
Ingram, Donna
Kimberly Turner, Kimberly
Luffman, Josh
Mullen, Becky
Graham, Kashif
Kamtarin, Shahpar
Osinski, Keegan
Anderson, Matthew
Sanders, Sara
Bourgoin, Jeremy
Jensen, Lena
Rall, Kathleen
Gibson, Madison

Guest:

Brooks, Bari
Moore, Teea
Nairon, Laura
Sierra, Bryn
Smetana, Erik

WELCOME

Caroline Johnson, President, called meeting to order at 8:30am

- Welcome

NEW and OLD BUSINESS ANNOUNCEMENTS

- Minutes – December & January
 - Approved
- Employee Hardship Fund
 - These funds go directly to support the Faculty and Staff Hardship Fund for those employees experience temporary hardships.
 - More information can be found her for both Kroger Community Rewards and the Faculty and staff Hardship Fund, <https://www.vumc.org/health-wellness/news-resource-articles/faculty-and-staff-hardship-fund>
- Re-Apportionment
 - Occurs in years ending in 0 and 5
 - 1 rep for every 35 staff
 - Changes due to shifting staff levels in university
 - Changes to 11 of 20 current groups
 - Group size ranges from 43-403 staff.....target size is 169 staff
 - Track One: impacted by group realignment
 - Track Two: impacted by staffing levels
 - Council vote – Feb 9
 - Affected groups
 - Track One
 - Group 4 will move into Group 1
 - Group moves into Group 9
 - Group 10 – split and repurposing Group 4
 - Group 1 & 9 will hold re-elections
 - Track Two
 - Resolved in this years elections
 - Groups 5, 7, 11, 17, 19, 8, 16
 - Re-Apportionment Vote
 - Approved

COMMITTEE REPORTS

Communications Committee, Jeff Loudon and Ashley Majewshi Co-Chairs

- Next meeting - Friday Feb 19 at 10 a.m.
- Focusing on website FAQ's
- Post about different events on social media

Events Committee, Amanda King and Jennifer Bennett Co-Chairs

- Next Meeting - Tuesday Feb 23 at 1pm
- Spread the Love 2021 – Virtual Food Drive
 - Jan 14-Feb 28

- Met \$500 goal with/in 2 hours
- Moved goal to \$5K – currently at \$4105
- Look for more information in the USAC Newsletter
- Virtual Coffee Break
 - Feb 10, 24
 - March 10, 24
 - Coffee Break registration <https://www.vanderbilt.edu/usac/events/events.php>

Membership Committee, Cathy Weisbrodt and Lynn Hastings Co-Chairs

- February Birthdays
- Meet a USAC Member
 - Faith Bishop, Program Manager, Biomedical Research Education and Training, Office of School of Medicine

Rules and Administration, Sean Butner and David Stiles Co-Chairs

- Next Meeting – 2/17 at 1pm
- Discussed bylaws and the annual Ops Plan update
- *Tip of the Month – Set boundaries with your time*

Staff Life, Amanda Harding and Jamie Linski, Co-Chairs

- Next Meeting: Thursday Feb 17th at 1pm
 - Send email if interested in attending meeting

Equity, Diversity, and Inclusion (EDI) – Denise Johnson & Antonio Robinson Co-Chairs

- Next Meeting: Feb 25th - 9a.m.
- Heritage Calendar Poster
 - January Poster - Celebrated World Religion Day
 - February Posters – National Freedom Day and Black History Month

KEYNOTE SPEAKER

Krystal Clark, Director, Employee Learning Organizational Effectiveness

- What do you want to learn more about?
- Team fully staffed in December
 - New Hire Orientation; Executive Leadership Program
- The Learning Approach
 - Education, Exposure, Experience, Environment
- What's the name of ELE's Newsletter
 - Rooted in Learning – subscribe by sending email to ele@vanderbilt.edu with SUBSCRIBE in subject line
- Skillsoft

- Oracle Learn
 - Learning Catalog
 - Categorization
 - E-Books/Audiobooks
 - Vanderbilt Leadership Programs
 - VLE – Vanderbilt Leadership Enrichment
 - VLA - Vanderbilt Leadership Academy
 - Upcoming Projects
 - New Leader Orientation redesign
 - Competency Model
 - Virtual Thought Leader Series
 - Diversity and Outreach programs
 - Pod Talks
 - Virtual Instructor Led Workshops
 - Upcoming Survey in RIL
 - Tell us what you want to learn
 - Website Updates
 - Data Collection
 - Employee Appreciation
- How Can we help your Team?

CLOSING REMARKS

Caroline Johnson, President

- Next Meeting:
 - Tuesday, March 9, 2021
 - Time: 8:30 am
 - Location: Zoom

Meeting was adjourned at 9:34 am.

Our Vision: Through communication, consultation, and service, the Council will promote a strong partnership among the staff, faculty, students, and administration of Vanderbilt University.