Meeting Minutes: Tuesday, November 10, 2020
Online Zoom Meeting

Present:
Barclay, Samantha
Clemmons, Lee
Taylor, Susan
Carter, Marsha
Crowhurst, Stace
Hill, Olivia
Bennett, Garrett
Conwell, Patrick
Davis, Jessamyn
Fox, Anita
Pring, Michael
Clair Brigman, Clair
Coppinger, Whitney
Hansbrough, Sean
Hollifield, Michael
LeBlanc, Jennifer
Loudon, Jeff
Lowe, Deni
Martin, Robert
Robinson, Antonio
Rutledge, Scott
Wolff, Jeannette
Artus, Meagan
Brown, Jacquelyn
Carroll, Chantry
Cherry, Sandy
Pickert, Donald
Johnston, Caroline
Kelley, Emily
Kiolbasa, Mary
Perry, Will
Porter, Beth
Baquera, Felisha
McKeever-Burgett, Adam
Nashabi, Maya
Wang, Rong "Joanne"
Ripley, Kate
Anuj Rastogi, Anuj
Dawson, Toni Renee
Faith Bishop, Faith
Ingram, Donna
Jennifer Bennett, Jennifer
Kimberly Turner,
Kimberly
Lawrence Givens, Tiffany
Luffman, Josh
Stiles, David
Walker, Susan
Butner, Sean
Harding, Amanda
Manlove, Sharon
Mullen, Becky
Weisbrodt, Cathy
Putnam, Sara
Saxon, Allie
Jones, Haley
Smith, Amy
Woodruff, Karen
Griffin, Shore
Kamtarin, Shahpar
Fuchs Hritz, Kathleen
Johnson, Faye (Linda)
Yockey, Heather
Bess, Angela
Charley, Myles
Gracey, Lisa
Higgins, Ed
Robertson, Katelen
Fields, Craig
Maddox, Lynn
Berry, Courtney
Bourgoin, Jeremy
Farst, Paige
Jones, Michael
Templeton, Alison
Cole, Victoria
Hastings, Lynn
Mundy, Meaghan
Rall, Kathleen
May, Ela
King, Amanda
Gibson, Madison
Nelson, Roberta (Rob)
Sims, Beth

Not Present:
Best, Douglas
Cedzich, Michele
Halman, Michelle
Jackson, Donald
Armstrong, Anjelica
Engstrom, Steven
Bordenstein, Sarah
Smith, LaDonna
Linski, Jamie
Williams, Tara
Steffanick, Adam
Graham, Kashif
Osinski, Keegan
Anderson, Matthew
Sanders, Sara
Jensen, Lena
Mullane, Courtney

Guest:
Brooks, Bari
Dooley, Kyle
Moore, Teea
Rucker, Cleo
Sierra, Bryn
WELCOME
Caroline Johnson, President, called meeting to order at 8:30am

• Welcome

NEW and OLD BUSINESS ANNOUNCEMENTS

• Minutes – October
  o Minutes are posted on the website each month prior to next meeting
  o Approved

• Employee Hardship Fund
  o These funds go directly to support the Faculty and Staff Hardship Fund for those employees experience temporary hardships.
  o 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

COMMITTEE REPORTS

Communications Committee, Jeff Louden and Ashley Majewshi Co-Chairs

• Next meeting 11/13 at 10 a.m.
• Website updates – new ribbon
  o Additional changes will be made as needed
• Social media request form live under contact us
• December will have breakout rooms and possible zoom group photo

Events Committee, Amanda King and Jennifer Bennett Co-Chairs

• Elf Program 2020
  o Hardship fund will provide help to Vanderbilt parents.
  o Donations will be accepted at ELP building
• Virtual Coffee Breaks
  o November 18th
  o Breakout groups
  o Registration link in USAC newsletter

Membership Committee, Cathy Weisbrodt and Lynn Hastings Co-Chairs

• November Birthdays
• Meet a USAC Member
  o Haley Jones, Program Coordinator/Credentials Analyst, Office of the University Registrar

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

• Meetings 3rd Wednesday of month at 1pm
• Tip of the month – Division of the House
President determines whether there are more votes for or against a motion up for a voice vote

**Staff Life, Amanda Harding and Jamie Linski, Co-Chairs**
- Professional development proposal first view
  - Survey Results
    - 48% is unsatisfied with professional development
  - Approach
    - Review current Vanderbilt programs and research peer institution programs
    - VU poor communications
    - Peer utilized portals, certification paths, courses, etc
  - Action - Recommendation
    - Multi-phase approach
    - Phase I (immediate impact)
      - Mobilize campus wide communications
      - Improve online training and revamp user interface
      - Provide centralized support to expand existing campus wide professional development programs
    - Phase II (long term impact)
      - Build an all inclusive set of professional development resources and career guidance tools
      - Leverage oracle as a development planning/tracking hub
      - Develop a centrally coordinated set of comprehensive staff mentorship programs
- For FY21, will focus on Parental Leave
- November meeting: Wednesday 11/18 at 2 p.m.
  - Send email if interested in attending meeting

**Equity, Diversity, and Inclusion (EDI) – Denise Johnson & Antonio Robinson Co-Chairs**
- Heritage Calendar
  - Sub-committee will be led by Olivia Hill
  - Email usac@vanderbilt.edu if interested in being involved
  - Highlight different cultures, events
- Next meeting: 11/19 at 9 a.m.

**KEYNOTE SPEAKER**

*Candice Storey Lee – Vice Chancellor, Athletics and University Affairs*
- 1st Female Athletic Director
- Update - Football
  - Started with conservative structure
Playing 10 SEC games
Must meet number of player requirements
• Permanently appointed
• Multiple pandemics
  o Covid
  o Racial injustice
• Recruiting
  o Signing day tomorrow
• pillars for athletic department
  o Academic and personal development
  o Athletic excellence
  o Fan experience
  o Stakeholder engagement
• Questions
• Washington Post Article about Candace

*Stacy Bonner, Wellbeing Manager*
• Future programming and next steps
• Pillars – Launching January 2021 – Creating Wellbeing Newsletter
• HR Website has resources
  o Emotional Wellbeing
    ▪ Stress Management
  o Financial Wellbeing
    ▪ The ability to have control over your finances
  o Workplace Wellbeing
    ▪ Ability pursue your interests, values, and purpose in order to gain meaning, happiness, and enrichment profession
  o Social Wellbeing
    ▪ The ability to communicate, develop meaningful relationships with others
  o Physical Wellbeing
    ▪ Ability to improve the functioning of your body through healthy eating, good exercise and sleep
  o Community wellbeing
    ▪ The ability to activity participate in a thriving society, culture and environment
  o Family Wellbeing
    ▪ Ability to make informed decisions
  o If you want to receive information email wellbeing@vanderbilt.edu
• Questions
  o Ability to increase PTO factor due to pandemic?
Will look into

CLOSING REMARKS
Caroline Johnson, President

- Next Meeting:
  - Tuesday, December 8, 2020
  - Time: 8:30 am
  - Location: Zoom

Meeting was adjourned at 9:52 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.