



## **Meeting Minutes: Tuesday, April 11, 2023 Online Zoom Meeting**

### **Present:**

Albright, Dallas  
Baughman, David  
Bennett, Jennifer  
Bishop, Faith  
Bonner, Cheryl  
Borgic, Kevin  
Bush, Marita  
Butner, Sean  
Carlson, Robin  
Carroll, Sara  
Casey, Drew  
Chai, Pearl  
Champion, Brittany  
Conwell, Patrick  
Cope, Sara  
Cornwell, Cassandra  
Crutchfield, Savannah  
Dawson, T. Renee  
Dickson, Nancy  
Dodson, Michael  
Elliott, Craig  
Eubanks, Helga

Fogg, Christine  
Foggie, Christina  
Gioglio, Kaslista  
Gyarmati, Krista  
Harding, Amanda  
Hastings, Lynn  
Higgins, Ed  
Hollifield, Michael  
Jackson, Crystal  
Johnson, Linda  
Kamtarin, Shahpar  
Keever, Jeffrey  
Kelley, Emily  
King, Amanda  
Kiolbasa, Mary  
Knupp, Peggy  
Kurilko, Rachel  
Lawrence Givens, Tiffany  
Long, Madeline  
Maddox, Lynn  
Manlove, Sharon  
Maraniss, Andrew

McKeever-Burgett,  
Adam  
Moody, Chance  
Noote, Allie  
Oliver, Leshawn  
Perry, Caitlyn  
Pezzati, Katelyn  
Poteete, Sarah  
Putnam, Sara  
Reed, Haley  
Reeves, Kellea  
Sierra, Bryn  
Stumpf, Jean  
Swayze, Sarah  
Taiman, Matt  
Walker, Susan  
Wang, Joanne  
Weeks, Daravanh  
Weisbrodt, Cathy  
Wilson, Maisie  
Woody, Jennifer  
Zink, Andrea

**Not Present:**

Adams, Charlton  
Beck, Rebekah  
Benitone,  
Hastings  
Bourgoin, Jeremy  
Brust, Valerie  
Carro, Elena  
Carroll, Chantry  
Cochrane, Brian  
Cole, Victoria  
Cooley, Emma  
Coradazzi, Danny  
Cummings,  
Kenedee  
Dixon, Amanda  
Dixon, Michele  
Farst, Paige  
Gibbons, Sarah  
Gilmore, Alana  
Johnson, Denise  
Knighton,  
Keeouka  
Lampley,  
Cassanora  
Manus, Sara  
Masters,  
Richmond  
Melson, Keire  
Mitchell, Heather  
Naughton, Megan  
Patterson, Mundy  
Peters, Erin  
Pratt, Jeremy  
Pring, Michael  
Rivas, Beth  
Smith, Amy  
Smith, LaDonna  
Turner, Kimberly  
Watson, Hollie

## **Guests:**

Adams, Laura  
Alini, Evan  
Bukowski, Michelle  
Bumpas, Elizabeth  
Coppinger,  
Whitney  
Crawford, Tony  
Croteau, Kelly  
Crowhurst, Stacey  
Culver, Tiffany  
Glasgow, Scotty  
Grant, Jackie  
Hessler, Soren  
Hyer, Nick  
Leibowitz, Miriam  
Mckelvy, Deniz  
Naifeh, Jake  
Norman, Yolanda  
Parker, Patricia  
Pastrana, Mikey  
Portelli, Maria –  
guest speaker  
Ralph, Shea –  
guest speaker  
Richter, William  
Ryon, Chance  
Wareham, Jolie  
Grace



## WELCOME

*Amanda Harding, President, called the Meeting to order at 8:31 am*

### Agenda

- Women's Basketball – Shea Ralph, Head Coach
- Campus Dining – Maria Portelli, Senior Director, Campus Dining
- USAC Business and Committee Reports

### Keynote Speaker

- **Shea Ralph, Head Coach, Vanderbilt Women's Basketball**
  - Proud to have been at Vanderbilt nearly two years. Feels blessed to be here – Vanderbilt is a special place. Working every day to bring WBB team back to national prominence. Working hard to help our student-athletes be the best ambassadors for the university they can be. Excited about the new building!
  - Loved playing the game of basketball and finding coaching changed my life.
  - Vanderbilt helps our student-athletes learn to be transformative leaders on the court and off. Important to connect to the community and see women as spouses, mothers, leaders, etc.
  - Staff development and well-being is important.
  - Goal is to get out of our silos and to be fully involved in the VU community.
  - Thank you to all the staff working at Vanderbilt! Looking forward to seeing you in the stands in Memorial!
- **Maria Portelli, Senior Director, Campus Dining**
  - Fill It Forward Initiative
  - Pilot Project
  - 2022 – Campus Dining initiated a reusable container program designed to reduce the university's dependence on disposable to-go containers
  - Free for students; faculty/staff purchase for \$5
  - Every time a student reuses their container – money is donated to trusted charitable partners
  - 2131 students are enrolled
  - 18,968 reuses
  - No More Plastic – water bottles will be initiated in 2023.
  - The reusable VU Water Bottles with QR code will help save 400,000 plastic water bottles at VU.

## USAC Business

Minutes from March – approved.

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.

How to contribute:

- The **Kroger Community Rewards** program supports the Employee Critical Support Fund through grocery purchases. Everyone must re-sign up - for the Vanderbilt Employee Critical Support Fund.
- April 27 is Giving Day – can give through payroll deduction.

If you have questions about the Employee Critical Support Fund, please email [Wellbeing@vanderbilt.edu](mailto:Wellbeing@vanderbilt.edu).

#### Awards – Seeking Nominations - Due April 25

- Karen Dolan Spirit Award – recognizes a USAC representative for their stewardship, devotion, and service to USAC. Embodies the spirit of the late Karen Dolan who had a strong passion for helping the Vanderbilt community during her nearly 26 years on campus.
- Committee Member of the Year
- Committee of the Year

#### Communications Committee

- Co-Chairs: Faith Bishop - Associate Director, Office of Postdoctoral Affairs, Graduate and Professional Student Housing and Andrea Zink – Associate Director of Annual Giving, DAR – School of Medicine, School of Medicine Basic Sciences, School of Nursing
- Messages to each of the 19 staff groups received messages about election information to odd-numbered groups and general USAC information to the even-numbered groups
- Social Media – Facebook, Instagram, Twitter.
- Next Meeting – TBD

#### EDI Committee

- Co-Chairs: Shahpar Kamtarin – Coordinator Public Services, Peabody Library and Erin Peters – Electronic Resources Librarian, Heard Libraries
- April Diversity Spotlight - Celebrate Diversity Month
  - Month-long observances:
    - Arab-American Heritage Month
    - Autism Awareness Month
    - Earth Month
    - National Child Abuse Prevention Month
    - National Volunteer Month
- Spring USAC EDI Training:
  - May 9
  - The Rev. Gretchen Person and The Rev. Chris Donald

- Focus - how to engage in a dialogue about religious diversity in the workplace to help foster understanding of religious minorities in the Vanderbilt community.
- April 11 – We Shall Be Free – A Conversation with Garth Brooks and Stephanie Davis - Pursuing Unity Through Music; at Langford Auditorium starting at 6:30 PM.
- Next Meeting - TBD

### Events Committee

- Co-Chairs: Jennifer Bennett – SOM Basic Sciences Administrative Officer and Michael Hollifield – VUIT Client Success Team, Relationship Manager
- Collaboration Opportunity
  - Graduate Career Closet – Feb 23 – March 24; drop off at the Graduate School in Alumni Hall
  - Period Products Drive – The Women’s Center and the Community Resource Center – drop off items in the month of March at the Women’s Center or items can be purchased thru Amazon Wishlist – Community Resource Center.
- April 25 – USAC Happy Hour – Kung Fu Saloon – 4:30 PM – (April 25 is the perfect date.)
- April 26 – USAC Campus Tour and Lunch with VC Administration Eric Kopstain – 11 AM
- May 16 – USAC Coffee Hour – Rand Terrace – 8 AM
- Next meeting: April 18 @9:30 AM via Teams

### Membership

- Co-Chairs – Lynn Hastings and Christine Fogg
- 2023 Election Timeline:
  - Nomination Period – March 16 – April 7 – Any non-union staff member can be nominated to serve, and self-nominations are encouraged.
  - Confirmation Period – April 10 – April 21 – Be sure to approve your nomination in order to be included on the ballot.
  - Elections – May 1 – May 12 – remember to vote if you are a member of an Odd Numbered Group
  - Run-Off Elections if needed – May 15 – May 19
- April Birthdays – Caitlyn French, Michael Pring, Susan Walker, Jennifer Bennett, Craig Elliott, Kenedee Cummings, Joanne Wang, Krista Gyarmati, Amy Smith, Erin Peters, Jeremy Bourgoin, Paige Farst
- Meet a Member – Sarah Poteete – Assistant Director of Alumni Relations and Stewardship, Development and Alumni Relations
- Next Meeting TBD

### Rules and Administration

- Co-Chairs – Sean Butner and Amy Smith
- Next meeting: April 27 @noon via Teams

### Staff Life

- Co-Chairs – Sara Putnam – Manager, Events, School of Nursing and Danny Coradazzi – Senior Executive Assistant, College of Arts and Sciences
- New Initiative:
  - Expand staff tuition benefit to include non-degree programs
- Reminder:
  - TedX Event – April 18; 6 PM; FREE; Everyone Invited; Contact Chance Ryon for more information; volunteers needed.
- New Career Growth Series from ELE Team:
  - April 19; 1-2 PM; Navigating Career Journeys at Vanderbilt
- Next Meeting – April 17; 1:30 PM via zoom

FYI

- If interested in an Executive Committee Position (President, VP, Secretary, Treasurer) – let Amanda know and be prepared to say a few words at the May Meeting
- Staff Assembly – May 22
- Committees will be reforming this summer; reach out to Amanda and Adam if interested in chairing or co-chairing a committee
- Please complete Staff Survey
- Please make reservation for the Tour and Lunch with VC Kopstain

Next Meeting

Tuesday, May 9 – Zoom – 8:30 AM

Meeting adjourned at 9:46 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.***