Meeting Minutes:
Tuesday, March 8, 2022
Online Zoom Meeting

PRESENT:
Aloyo, Alyssa
Barrow, Fiana
Bennett, Jennifer
Bishop, Faith
Bond, Rachel
Bonner, Cheryl
Borgic, Kevin
Bourgoing, Jeremy
Butner, Sean
Cahill, Bess
Carlson, Robin
Carroll, Chantry
Carter, Marsha
Cherry, Sandy
Conwell, Patrick
Cooley, Emma
Crowhurst, Stacey
Dawson, Toni Renee
Elliott, Craig
French, Caitlyn
Gracey, Lisa
Griffin, Shore
Gyarmati, Krista
Harding, Amanda
Hastings, Lynn
Higgins, Ed
Jackson, Donald
Johnson, Denise
Johnson, Faye
Kamtarin, Shahpar
Kelley, Emily
King, Amanda
Kiolbas, Mary
Lawrence Givens, Tiffany
Maddox, Lynn
Manlove, Sharon
May, Ela
McKeever-Burgett, Adam
Nasbabi, Maya
Naughton, Megan
Noote, Allie
Pezzati, Katelyn
Poteete, Sarah
Pratt, Jeremy
Pring, Michael
Putnam, Sara
Sierra, Bryn
Sims, Beth
Smith, LaDonna
Stumpf, Jean
Turney, Kerrie
Walker, Susan
Wang, Rong "Joanne"
Weisbrodt, Cathy
Wilson, Maisie
NOT PRESENT:
Adams, Charlton
Anderson, Matthew
Artus, Meagan
Baquera, Felisha
Beck, Rebekah
Bess, Angela
Bordenstein, Sarah
Bousquet, Ben
Brown, Jacquelyn
Bush, Marita
Charley, Myles
Cochrane, Brian
Cole, Victoria
Dickson, Nancy
Dixon, Michele
Farrelly, Judith
Farst, Paige
Graham, Kashif
Hansbrough, Sean
Hollifield, Michael
Ingram, Donna
Karns, Allen
Knighton, Keeouka
Loudon, Jeff
Luffman, Josh
McCrary, Bethanie
Melson, Keire
Mitchell, Heather
Moreno, Mackenzie
Mundy, Meaghan
Nesbitt, Brianna
Osinski, Keegan
Perry, Will
Peters, Erin
Pickert, Donald
Rastogi, Anuj
Reddington, Hayley
Smith, Amy
Tallent, Emily
Templeman, Alison
Turner, Kimberly
Watson, Hollie
Zink, Andrea

GUESTS:
Adams, Laura
Anthony, Adam
Bonner, Stacey - Speaker
Brooks, Bari
Cummings, Eric
De Jesus, Arnoldo – Speaker
Gibson, Madison
Glasgow, Scotty
Hicks, Chris
Jones, Kara
Kopstain, Eric
McClellan, Kristine
Otukolo Saltiban, Belinda – Speaker
Smith, Janet
Treadway, Linzie - Speaker
Vaught, Krista
Wilhelm, Anita
Wu, Wendy


**WELCOME**
*Tiffany Lawrence Givens, President, called meeting to order at 8:31 am*

- Welcome
  - Agenda Review

**GUEST SPEAKERS**

Belinda ‘Otukolo Saltiban, Ph.D. – Associate Vice Chancellor for Equity, Diversity and Inclusion (EDI)

- Discussed some EDI related areas or issues we would like to see improved or addressed at Vanderbilt.
- Reviewed the EDI Vision & Mission
  - Vision – to make Vanderbilt University an environment where equity, diversity, and inclusion are inseparable from institutional excellence and to model intentional practices that respect the humanity of all. To honor the uniqueness and resilience of each individual while working to create a transformative community that respects, values and supports all people.
  - Mission – to promote environments that are affirming, welcoming, equitable, inclusive, and diverse in order to foster a sense of belonging at Vanderbilt and beyond, with a goal of advancing human potential and growth.
- Endeavor to
  1. Dismantle systemic barriers for marginalized and underserved population to thrive.
  2. Champion equity, diversity, and inclusion in academic and scholarly activities by cultivating opportunities for collaborating and community across the University.
  3. Provide education resources, programming, outreach, and learning opportunities that promote access and well-being.
  4. Align our mission and actions through meaningful accountability measures and data to ensure progress on goals related to equity, diversity, and inclusion.
- Reviewing and updating the 2016 Recommendations to Institutional Plan and Diversity Inclusion and Community Report and Recommendations.
- 22 members of the EDI team provide 23 programs, and countless events, lectures, workshops, and discussions.

Linzie M. Treadway, Ph.D. – Director of Special Projects for Equity, Diversity and Inclusion (EDI)

- Oversees Strategic Initiatives, Board of Trust, Communications, Employee Affinity Groups, University Diversity Council, Data collection and Annual Report (September/October publish date), Community Engagement, Constructive Conversations, Churchwell Chats.
• 10 Employee Affinity Groups (EAG) – employee-led and facilitated groups formed around interests, backgrounds, identities, and common bonds to foster belonging and community among employees, and to promote diversity, openness, understanding, and inclusiveness.

• Association of Vanderbilt Black Faculty and Staff was founded in July 2020. Other EAGs include Asian American Pacific Islanders, Disability and Chronic Health Conditions, Early Career Professionals, Golden Dores (50+), Glammadores (LGBTQUA+), International, Latinx, Military and Veterans, and Single Parents. https://www.vanderbilt.edu/diversity/employee-affinity-groups/

• Stay connected through The Inclusive Connector newsletter, social media, and list serve. https://www.vanderbilt.edu/diversity/stay-informed/

Arnoldo De Jesus – Director of Vanderbilt Bookstore
https://www.bkstr.com/vanderbiltstore/home
2501 West End Avenue
Nashville, TN 37203
(615) 343-2665

• More than a bookstore – textbooks, clothing, gifts, specialty items, electronics, school supplies, books, music, games, and gift cards.
• Discount for staff. Discounts available for bulk orders.
• Appreciation events for faculty and staff.
• Remodeled Space on the 2nd floor available to be used for book clubs, book signings, etc. Faculty and staff can use it for events.
• Available to provide pop up shops for events, conferences, etc.

Stacey Bonner, Vanderbilt HR, Wellbeing Manager
https://hr.vanderbilt.edu/wellbeing/index.php
Please continue to look forward to a Monthly Update from Stacey.

Quote of the Month – Asking for help is not a sign of weakness.

Upcoming Events
• March 24 – 1:00 PM - Your Mental Health Is as Important as Your Physical Health – Dr. Amison – Work/Life Connections

Service Feature – National Alliance on Mental Health (NAMI)
https://namidavidson.org/
NAMI Davidson Co. is an active participant in raising mental health awareness throughout the Greater Nashville Area.

• Programs offered - https://namidavidson.org/support-groups/
• Mixed Support Groups, Family to Family, Friends Supporting Friends, Bridges, Family & Friends Mental Health Caregiver Primer

Mindful Stretch Breaks
• Drop-in for a quick break every Wednesday between 11-11:30 AM via Zoom.
  Register for the link!
• Schedule a break, offered via Zoom, at a time that works for your group! Schedule a break for your group!
• Follow along with a mindful stretch break on video! View to experience a mindful stretch break!

COMMITEE REPORTS
• Communication
  o Faith Bishop and Jeff Loudon – Co-Chairs
    ▪ 2 templates for emails to your groups available – one for groups in an election year and one for groups not in an election year. Important to select 1 representative to send the email to the group.
    ▪ Goals - tell other about USAC, introduce the group to the elected representatives, drive interest toward USAC, let staff know all that USAC is working on
    ▪ Need 1 representative from each group - https://docs.google.com/spreadsheets/d/1idZRRY_jl0PXm8h5mADbGwFMpzthu5FHWiULaOnks1A/edit#gid=0
    ▪ Next Meeting TBA

• EDI
  o Denise Johnson and Shahpar Kamtarin – Co Chairs
    ▪ Heritage Calendar Poster for March is Women’s History Month.
    ▪ Next Meeting will be via Teams

• Events
  o Jennifer Bennett & Amanda King
    ▪ Please register for the Virtual Coffee Break March 23 at 9:30 AM. https://vanderbilt.zoom.us/meeting/register/tJYsd-uprD0pEtTzhEpO3-d4e6J5hgLB0Gw7
    ▪ Upcoming events
      ▪ Spread the Love – 2022 Virtual Food Drive with 2nd Harvest - $6000 goal. For every $1 you give you help provide 4 meals to TN families in need. http://shfbmt.convio.net/site/TR?px=1292753&pg=personal&fr_i d=1343&et=aPYEzV1ElxP6DSmMB52uyuPpvUAsmHXpEs7LRvnTLGay4wnv3JxAs_tafId=2093
      ▪ Lunch and Lacrosse - Women’s Lacrosse – VU v. Colgate - March 16; 1 PM; Free; Chick-fil-A sandwiches; baseball hats; https://www.signupgenius.com/go/409054ca5ae28a2f94-lunch
      ▪ Spring Fundraiser for The Hardship Fund will be in April. https://www.vumc.org/health-wellness/news-resource-articles/faculty-and-staff-hardship-fund
    ▪ Next meeting March 29; 9 AM.
• **Membership**
  - **Cathy Weisbrodt and Lynn Hastings Co-Chairs**
    - Recognized Shahpar Kamtarin, Coordinator of Public Services, Peabody Library as Staff Member of the Month.
    - March Birthdays – Shore Griffin, Sarah Poteete
    - Election Committee met – even # groups will have elections this year. Some odd # groups will also have elections. Please share your experience and encourage your co-workers to participate.
    - Next meeting week TBD.

• **Rules & Administration**
  - **Amy Smith and Sean Butner Co-Chairs**
    - Fun Fact of the Month – if you are in a meeting that uses Robert’s Rules of Order and you feel like someone has taken over and is not talking about the motion at hand, you can say – “I call for the orders of the day.” This will ensure that the person leading the meeting corrals the tangents and moves the meeting forward with the motion.
    - Next meeting TBD

• **Staff Life**
  - **Adam McKeever-Burgett and Sara Putnam Co-Chairs**
    - Continuing to hold discussion and make relevant recommendations regarding issues about staff life at Vanderbilt.
    - Focusing on Tuition Benefit, Bereavement Leave, Retirement, Paid Volunteer Time Off - please pass along any feedback to a.burgett@vanderbilt.edu and sara.putnam@vanderbilt.edu.
    - Other concerns – please pass along to a.burgett@vanderbilt.edu and sara.putnam@vanderbilt.edu or anonymously at https://www.vanderbilt.edu/USAC/about/contact
    - Researching other universities and businesses for policy information.
    - Next Meeting March 17; 2 PM.

NEW and OLD BUSINESS and ANNOUNCEMENTS

• **Kroger Card**
  - Reminder to sign up for/use/update your Kroger Card. Helping colleagues in need within the university community is easy when you use your Kroger Plus card to benefit the Vanderbilt Faculty and Staff Hardship Fund.
  - Reminder that The Hardship Fund has funds available for staff who need it - https://www.vumc.org/health-wellness/news-resource-articles/faculty-and-staff-hardship-fund

• **Investiture**
  - April 9 is the Investiture of the University’s Ninth Chancellor, Daniel Diermeier
  - USAC members have received special invitations
  - We are encouraged to attend
CLOSING REMARKS
*Tiffany Lawrence Givens, President*

- April Meeting will be held via Zoom:
  - Tuesday, April 12, 2022
  - Time: 8:30 AM
  - Location: Zoom
  - All staff members are invited to attend.

Meeting was adjourned at 9:42 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.*