Meeting Minutes:

Tuesday, December 12, 2023
In Person and Online Zoom Meeting

Present:

Abrams, Jenny
Albright, Dallas
Bahrt, Emily
Baughman, David
Bennett, Jennifer
Bergheger, Claudia
Bishop, Faith
Boone, Laura
Borgic, Kevin
Bourgois, Jeremy
Brust, Valerie
Bumpas, Elizabeth
Burroughs, Machalia
Bush, Marita
Butner, Sean
Carroll, Sara
Champion, Brittany
Conwell, Patrick
Coradazzi, Danny
Cornwell, Cassandra
Crowhurst, Stacey
Dawson, T. Renee
Dickson, Nancy
Fogg, Christine
Gibbons, Sarah
Gilmore, Alana
Gladu, William
Gyarmati, Krista
Herndon, Roger
Higgins, Ed
Hollifield, Michael
Jackson, Crystal
Jasper, Shaun
Kamtarin, Shahpar
Karns, Allen
Keever, Jeffrey
Kole, Brenda
Kurilko, Rachel
Lawrence Givens, Tiffany
Long, Madeline
Maddox, Lynn
Manlove, Sharon
Maraniss, Andrew
McKeever-Burgett, Adam
Moody, Chance
Noteastine, Wesley
Osa-Oni, Raven
Patterson, Mundy
Perry, Caitlyn
Peters, Erin
Porter, Abby
Poston, McKenzie
Poteete, Sarah
Pratt, Jeremy
Putnam, Sara
Reed, Haley
Ryon, Chance
Sierra, Bryn
Smith, Amy
Smith, LaDonna
Sumlin, Alicia
Taylor, Susan
Tift, Mary Beth
Wang, Joanne
Wilson, Maisie
Not Present:

Allen Woody, Jennifer
Bagley, Sydney
Benitone, Hastings
Best, Douglas
Broadrick, Troy
Carroll, Chantry
Chai, Pearl
Cope, Sara
Crutchfield, Savannah
Cummings, Kenedee
Dixon, Michele
Dixon, Amanda
Eubanks, Lyn
Farst, Paige
Foggie, Christina
Griffin, Brittany
Knighton, Keeouka
Lambley, Cassanora
Manning, Katherine
Masters, Richmond
Mitchell, Heather
Moore, La Tisha
Musick, Margaret
Noot, Allie
Perkins, Anissa
Price, Amber
Pring, Michael
Rice, Marquita
Rivas, Beth
Schuerlein, Wendy

Guests:

Adams, Aubrey
Alini, Evan
Andrews, Stacey
Arizaga, Emily
Bennah, Nonie
Blakely, James
Brooks, Bari
Cummings, Eric
Glasgow, Scotty
Harding, Amanda
Hyer, Nick
Johnson, Roz
Jones, Kara
Jones-Wright, Sydney
Karpinski, McKenzie
Leibowitz, Miriam
Liebman, Paul
Mckelvy, Deniz
Moore, James – Guest Speaker
Morris, Morgan
Pastrana, Mikey
Pope, Darlene
Puckett, Mike
Richter, Andy
Ross, Kylie
Sayed, Lailuma
Sliman, Sam – Guest Speaker
Smithson, Carmen
Sprinkle, Mary Margaret
Wilhelm, Anita
WELCOME

*Adam McKeever-Burgett, President, called the Meeting to order at 8:33 am*

**Agenda**
- Welcome
- James Moore, University Landscape Architect – Overview of Current Construction Projects
- Sam Silman, President of Vanderbilt Student Government, Senior on Computer Science and Mathematics
- USAC Announcements and Business

**Keynote Speakers**
- James Moore, University Landscape Architect – Overview of Current Construction Projects
  - Honoring the Past While Preparing for the Future
    - Current VU efforts carefully consider each of the campus neighborhoods.
    - Humanistic principles that guide campus planning efforts seek to emphasize how each of the neighborhoods are integral to the campus embracing the concept of a community of distinct and unique neighborhoods.
    - The principles emphasize enhancing connectivity and improving interaction to tie each district neighborhood together.
  - Overview of Completed Projects –
    - Martha Rivers Ingram Commons – first year students, opened 2008.
    - Warren and Moore Colleges – sophomore and junior students, opened 2014.
    - Rothschild College - Residential College, opened 2022, 330 beds, LEED Gold Certification.
    - 1101 19th Avenue – multifunctional academic and administrative space, opened 2020, LEED Gold Certification.
    - 17th and Horton – opened in 2021, Computer Sciences and Data Science
    - Owen Graduate School of Management – Academic and Administrative Spaces, renovation and expansion of Management Hall, completed 2023, LEED gold certification.
- The Broadview at Vanderbilt – Housing and Community Spaces and Retail; 616 beds, opened June 2023.
- Projects Underway
  - Residential College C – residential college, 305 beds, completion date – summer 2024.
  - Kirkland Hall – Administrative Space, renovation started fall 2021, completion date – spring 2024.
  - Kirkland Esplanade – renovation started spring 2023, completion date spring 2024.
  - Garland Hall – renovation started summer 2023, completion date spring 2025.
  - South End Zone – completion date – summer 2025.
  - Women’s and Men’s Indoor Basketball Practice Facility - completion date summer 2024.
  - Central Utilities Initiative (CUI) – construction started July 2023, completion date – Spring 2025.
  - Highland Power Plant – building started July 2023; completion date - Spring 2025.
  - Senior Commons – 1526 beds, Terrace Place, architect selected, project underway, completion date TBD.
  - Central Campus – evaluation of McTyeire Housing, University Club, Center for Religious Studies, Branscomb Quad, Campus Dining Commissary, Parking. 1300 – 1600 beds required.
  - Highland Quad – evaluation of Morgan House, Lewis House, Mayfield, Chaffin; not tearing them down; project is on pause.

- Sam Silman, President of Vanderbilt Student Government, Senior on Computer Science and Mathematics
  - Vanderbilt Student Government – represents the interests of Vanderbilt undergraduates to university administrators, faculty, staff, and others in the Nashville and TN communities. The aim is to enrich and improve the undergraduate experience through proactive advocacy on behalf of students, collaborative partnerships with administrators and faculty, and relevant innovative services.
  - Current Structure
    - Committees – VSG’s initiative-oriented branch – focus is on specific issue areas.
    - Cabinet – VSG’s internal-oriented branch – oversees VSG communications, finances, public relations, co-sponsorships and campus engagement programs and other internal functions.
    - Service – VSG’s legislation-oriented branch – drafts and votes on bills on a wide variety of issues to voice the student perspective to administration.
  - Changes Recommended
Dissolve VSG (like Harvard and Virginia Tech) and create a new system.
Draft a new Constitution.
Make the VSG Budget available publicly. Financial transparency.

A student government should serve to do 2 things:
Serve as a communication channel between students and the administration.
Allocate its budget.

Communication ideas
- Fireside chats with organizations.
- Coffee chats with students
- Change the website so students can propose issues and allow the most popular ones to float to the top where all students and the elected student government members can see them. Keep it transparent so that everyone can see progress being done to address the issue.

Future Structure
- Advisory Board
  - One unified branch
  - Combination of Standing and Ad-Hoc Committees to increase efficiency
- Removal of unenforceable “legislation”
- Assure that clarity, accountability, and transparency are built into the new system.
- Initiatives would drive the work of the 11 Committees: Academic Affairs, Campus Services, Student Organizations and Community Building, Diversity and Inclusion, Economic Inclusivity, Environmental Affairs and Facilities, Executive Steering, Health & Wellness, Sexual Assault Prevention & Awareness, Public Safety & Transportation, Athletics.

Past Initiatives –
- Graduate School Equity Fund, Share-A-Side, Headspace Licenses, Lyft Codes To and From the Airport, Digitalizing Commodore Card on Apple Wallet, Experience Vanderbilt, Vanderbilt Leadership Alliance.

Upcoming Initiatives –
- Free Printing, Fill-It-Forward Reusable To-Go Containers, University-Wide Permanent Thrift Shop, Free Menstrual Products in all bathrooms, expand funding to Graduate School Equity Fund, Taste of Nashville additions.

Budget - $200,000 ($90,000 annually) – reduce internal spending, maximize student impact, keep information public.
- Committee Allocation - $60,000
- Co-Sponsorships - $45,000
- GAP Fund - $15,000
- Contingency Fund - $20,000
- Activism Fund - $5000
- Lyft Partnership - $12,000
USAC Business Minutes

• November Minutes - approved

Announcements

• Turkey Toss this Friday. Remember to bring ID. 7 AM – 6 PM. Sarratt Art Center. In-person or Drive-thru available.

• V150 Books available at the Bookstore Monday, December 18; Conversation between author Andrew Maraniss and University Archivist Kathy Smith about Vanderbilt history at 2 PM. Remember to bring ID.

• 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:
    o 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. Kroger Community Rewards | Initiatives | University Staff Advisory Council | Vanderbilt University
      ▪ Remember to do this again; if you did it previously, it is associated with VUMC and your funds are going to VUMC.
    o Can also give through Vanderbilt Payroll Deduction. Giving to Vanderbilt through payroll deduction

• Thank you to generous donation, $1300 was raised for the Employee Critical Support Fund via DAR.

Committee Reports:
Communications Committee:

• Co-Chairs:
  o Faith Bishop and Alana Gilmore

• Remember USAC’s social media – Instagram, Twitter/X.

• Tip of the Month – January – will be Virgin Pulse

• Next Meeting: December 14; 10 AM, via Teams

EDI Committee:

• Co-Chairs:
  o Shahpar Kamtarin and Cassanora Lampley

• Action Items
  o EDI Training Initiative
  o Days of Significance Accommodation – working on the dashboard for the initiatives our committee will be focusing on this year, to try to complete it by January 19th, to have it ready for the January Executive Committee Meeting.
- Heritage Month Spotlights - December
  - Universal Declaration of Human Rights month
  - World Aids Day
  - International Day of Person with Disabilities
  - Hanukkah
  - International Migrants Day
  - Christmas Day
  - Kwanzaa

- Next Meeting: January 23; 10 AM, via Teams

Events Committee:
- Co-Chairs:
  - Michael Hollifield and Daravanh Weeks
- Thank you Turkey Toss Volunteers!
- Next meeting: December 19; 9 AM

Membership Committee:
- Co-Chairs:
  - Christine Fogg and Krista Gyarmati
- Birthdays December:
  - Elizabeth Bumpas, Amanda Dixon, Christine Fogg, William Gladu, Rachel Kurilko, Katherine Manning, Jeremy Pratt
- Meet a Member:
  - Andrew Maraniss, Director of Special Projects, Vanderbilt Athletics Department
- Next Meeting: January 24, 10 AM, via Teams

Rules and Administration:
- Co-Chairs:
  - Sean Butner and Amy Smith
- Wishing you holidays tables filled with laughter and joy and no one using the phrase – POINT OF ORDER
- Definition – when a member thinks the rules of the assembly are being violated, s/he can make a Point of Order (or ‘raise a question of order’) thereby calling upon the Chair for a ruling and an enforcement of the regular rules.
- Next meeting: TBD

Staff Life
- Co-Chairs:
  - Jennifer Bennett, Jeremy Bourgoin, Danny Coradazzi
- Sub-Committee formed:
  - Continuing work on multiple summaries of issues to submit to leaders
  - Meetings regularly with Employee Learning and Engagement to enhance partnership with HR
  - Collecting internal and external data
- Next Meeting: December 13; 1 PM

Next Meeting:
- Tuesday, January 9, 2024
ADJOURN

Adam McKeever-Burgett, President, adjourned the Meeting at 9:42 am.

Thank you to Vanderbilt Catering for a delicious breakfast!

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