



## 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  
Bourgoin, 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  
Notestine, 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  
Lampley, Cassanora  
Manning, Katherine  
Masters, Richmond  
Mitchell, Heather  
Moore, La Tisha  
Musick, Margaret  
Noote, 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.
    - E. Bronson Ingram College – Residential College, opened 2018, 340 beds, LEED Gold certification.
    - Zeppos College – Residential College, opened 2020, 335 beds, LEED Gold certification.
    - Rothschild College - Residential College, opened 2022, 330 beds, LEED Gold Certification.
    - West End Neighborhood Transformation – completed 2020.
    - 6 Magnolia, Mayborn, Connector Buildings –Peabody Academic Buildings, completed 2020, LEED Gold Certification.
    - Peabody Infrastructure and Satellite Plant – opened 2020.
    - 1101 19<sup>th</sup> Avenue – multifunctional academic and administrative space, opened 2020, LEED Gold Certification.
    - 17<sup>th</sup> 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 - \$5,000
  - 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:
    - 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.
    - 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:
  - 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:
  - Shahpar Kamtarin and Cassanora Lampley
- Action Items
  - EDI Training Initiative
  - 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 19<sup>th</sup>, 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

- Via Zoom – 8:30-10 AM
- Email: [usac@vanderbilt.edu](mailto:usac@vanderbilt.edu)

**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.***