April 14, 2009 - Meeting Minutes

Date: April 14, 2009
Time: 8:30 AM
Place: The Commons, Multipurpose Room 237

Attendees:
Stan Amos, Becky Atack, Diane Banks, Harriett Boglin, Mary Clark Webb, Chris Chris Cribbs, Mary Ann Dean, Sheri DiGiovanna, Daniel Dubois, Kristy Fisher, Phyllis Garner, Sharone Hall, Shirley Hiltz, Nancy Holcroft, Jason Hunt, Faye Johnson, Stacey Kendrick, Sue King, Kristin Koval, Vickie Latham, Carla Mahlberg, Cheryl McClure, Brenda McKee, Chuck Owen, Ann Marie Owens, JoAnn Patterson, Don Pruitt, Katherine Rhodes, Andy Richter, Brenda Sheldon, Olivia Soxayachanh, Ray Standard, Dan Steward, JJ Street, Courtney Taylor, Molly Thompson, Carlos Trenary, Nyla Villager, Bryon Walker, Andrea Wall, Jimmy Webb, Luci Whatley, Lolita White, Sue Widmer, Cliff Wilson

Regrets:

Special Guests:
Jane Bruce, Brent Fitzgerald, Kim Fuller, Cliff Joyner, Mary Kerske, Leslie Labruto, Midori Lockett, Melissa Wocher, Stacey Worman

I. Call to Order
President Jason Hunt called the meeting to order and welcomed visitors.

II. Approval of the Minutes from the March 10, 2009 USAC Meeting
A motion to approve was called, seconded and unanimously approved.

III. Committee Reports
Membership:
Chair, Andy Richter stated it is time for elections for the coming year in the odd number groups. Please consider running for re-election. You are not automatically nominated and need to respond and will be encouraged to do so.

Communication:
Chair, Kristin Koval – Nothing to report.
**Events:**
Chair, Faye Johnson and Andrea Wall reminded everyone that USAC will be having a Bake Sale on April 16th. They still need additional volunteers to work the bake sale. The bake sale will be from 10 a.m. to 2 p.m. at the Sarratt Promenade at Rand Hall. She handed out flyers to be placed around campus and if you need more, please let them know. You may drop your donations off to Faye Johnson or Phyllis Garner at the Law School or to Andrea Wall at 310 Sarratt the day before. You may also bring your donated items to the bake sale tables at the Rand Promenade/Terrace (weather permitting) on that day – April 16th. You do not have to mark the prices, the committee will do that. Please consider purchasing baked goods during this sale, as proceeds benefit the Employee Hardship Program.

**Staff Life:**
Chair, Daniel Dubois – If you are looking for something fun and cheap, our first build date is coming up this Saturday. There are still spots available for the USAC Habitat for Humanity house build. The build dates are April 18-19 and May 2-3 as well as a ½ day on May 17th. At 1 p.m. they will be having a house dedication. If you have any questions contact Daniel Dubois at 322-4589 or daniel.d.dubois@vanderbilt.edu or Karen Daniel at Karen.daniel@vanderbilt.edu Thank you to all that have helped especially the Staff Life committee.

**Rules and Administration:**
Chair, Dan Steward reported the committee will be meeting tomorrow to discuss the suggested changes to the by-laws made by Jerry Fife, Administration.

**Medical Center Staff Advisory:**
Diane Banks reported on the retirement of Harry Jacobsen. She also stated the MCSAC reported on the building space shortages by Harry Jacobsen at the meeting. They also discussed on possibility of health benefits for retirees.

**Standing Committees**

**Benefits:**
Andy Richter reported that the Applied Behavior Analysis (ABA) therapy program has been approved by Chancellor Zeppos. More details about ABA therapy may be found at the following websites: (http://www.brighttots.com/aba_therapy or http://rsaffran.tripod.com/whatisaba.html) Yesterday we heard from 2 vendors on Identity Theft Protection and presented it to the committee. We should have a recommendation in the next month.

**Traffic and Parking:**
A report was given that short-term parking will be available around the dorm. They will be 20-minute meters and will be monitored 24/7. These are designed to be drive up like the airport. Other events coming up are the “Rites of Spring” and you should avoid the center of campus, at all costs. The main events include the Dave Mathews Band on April 25th with a marathon on Saturday morning as well as a tennis match and baseball game. It is treated like a football event. One can park at Terrace Place and Wesley Place. May events include commencement and graduation exercises. Further communication will be sent out in regard to parking for these events.
**New Business**

Diane Banks talked about the USAC Officer nominations. In addition to the odd-numbered group election, we will have nominations for a new slate of officers which are Vice President/President-Elect, Secretary and Treasurer. If you are interested or you would like to nominate someone, please email her at diane.n.banks@vanderbilt.edu. You may also contact any one of the current officers if you have questions. At our next meeting, we will officially call for nominations and each individual will be given a chance to speak and then voting will be done by secret ballot.

One representative addressed some concern about the email that was received for missing the last meeting. If you are out sick, one cannot email his or her regret. Jason stated that once the individual returns to work, to email their regrets to the USAC officers as to why you were unable to attend the meeting. As an elected USAC representative in your group, it is your responsibility to attend all meetings and alert someone when you cannot.

Jason Hunt addressed the USAC representatives in regard to the Environmental Resolution which has been adopted by the Vanderbilt University Faculty Senate and the USAC representatives voted today to adopt the resolution. The Environmental Commitment statement is:

> Vanderbilt University is a local and global community leader committed to environmental stewardship, protecting natural resources, and enhancing quality of life while maintaining academic, medical, social, and economic productivity. Through proactive education, research, and outreach, we strive to:
>  - develop and transfer knowledge, increase awareness, and promote lifelong learning about sustainability best practices for the benefit of stakeholders who comprise the Vanderbilt community (students, patients, faculty, staff, alumni, and visitors), as well as the broader Nashville, state, national, and global communities;
>  - achieve the highest standards of sustainability through a process of environmental responsibility and accountability at every level of University activity; and
>  - consistently implement, monitor, evaluate, and improve our process.

**Speakers:**

**Kim Fuller, Mary Kerske and Midori Lockett** – Commencement Activities.

Kim Fuller - Before we go into details about commencement, we wanted to announce the Annual Family Night at the Nashville Symphony – May 19th. Please bring your family and enjoy the evening from 6 to 7:30. Postcards will go out to all employees.

Commencement is May 6 – 8, 2009. There are, in general, a couple of new things going on this year. We are opening up on a trial basis this year at The Commons by renting the dorms to parents and guests. We are calling it the “Commons Experience.” Families can come on
Wednesday noon and can stay till Saturday and there will be a fee per night. There will not be a maid service. Parking will be in Lot 77 and currently have 15 rooms rented. Another new thing we are doing this year is for $10.00, Vanderbilt Dining is offering a box lunch to graduates and guests on Friday after the Commencement Ceremonies. We currently have sold 350+ boxed lunches. The Senior Day speaker is Doris Kearns Goodwin and will be held on Thursday morning, May 7th. No ticket is required for this event. There will be an email going out to all faculty and staff in the coming weeks in regard to parking and other pertinent information regarding Commencement on May 8th.

Mary Kerske – Volunteering – It could not happen with the volunteers. We have 4 opportunities for persons to volunteer. The first is the Party on Wednesday 8:15 to 10:15 and 10:00 to Midnight. On Senior Day, we need volunteers from 8 a.m. to 10 a.m. to basically hand out programs and direct people. Commencement Day – need volunteers from 7 a.m. to 9:30. This is the busy shift. We hand out programs, give directions, line up students or whatever is needed. There is another shift from 9:30 to Noon. We have walkie talkies and there is good communications.

Q – Is there a volunteering orientation meeting?
A – Yes, it will be on Thursday, April 30th and Friday, May 1st that will go over the specifics and a packet of information will be given to all volunteers. Midori Lockett will have the Party orientation at 5:30 p.m. on April 30th in this room. (Multi-Purpose Room 237 – The Commons).

Midori Lockett – The Party. This is Vanderbilt’s official commencement celebration and it is a community event. It is open to all employees, graduating students and their families. We basically take over the Peabody Campus. It is a very fun time. The Party is on Wednesday, May 6th. There is live entertainment. The band is the Al McKay All-stars who present the music of Earth, Wind, and Fire. Also be sure not to miss the opening act, Soul Incision, made up of Vanderbilt Medical Center doctors and administrators, who will get the party started with their own brand of soulful rock and roll music. Tickets are $20 and the Party is from 9 p.m. to Midnight. It does take a lot of volunteers, approximately 90 people. We will provide a boxed dinner for those who volunteer. It is a fun time and we try to make it as painless as possible. We have 2 shifts available. Each person will work 1 ½ to 2 hours. You are welcome to come and listen before your shift starts, especially if you are working the late shift. We will be setting up starting May 2nd. It takes us 3-4 days to set up and only one day to take things down. For safety sake, please park away from your normal spot during this week since we have vendors coming and going (Magnolia Circle).

Q – Where would volunteers park?
A – Once you sign up to volunteer, we will instruct the volunteers where to park.

Kim Fuller – We are trying something new. We will not set-up chairs on Alumni Lawn until a week later to keep the grass looking nice longer.

We have a brochure available today that gives details regarding commencement. If you would like more information, please email any one of us or you can visit the website at: www.vanderbilt.edu/commencement
**Brent Fitzgerald, President and Leslie Labruto, Vice President**  – Students Promoting Environmental Awareness and Responsibility (SPEAR)

Brent and Leslie presented an update on SPEAR’s activities since last fall we ran out of time. The mission statement of SPEAR is “Will increase environmental awareness and promote more sustainable habits and infrastructure within Vanderbilt University, the Nashville community, and its own membership.” The organization began in 2003. Brent asked if anyone knew what sustainability was. The SPEAR organization recent areas of focus have been recycling, education, energy conservation, and composting. Several events have been and are planned in support of SPEAR. For more information, contact leslie.c.labruto@vanderbilt.edu or visit their website at [http://studentorgs.vanderbilt.edu/spear/](http://studentorgs.vanderbilt.edu/spear/) The following link will provide the presentation in greater detail. [http://www.vanderbilt.edu/usac/mr/10_08SPEAR.pdf](http://www.vanderbilt.edu/usac/mr/10_08SPEAR.pdf)

Brent announced that Jennifer Hackett is now Vanderbilt's full time recycling coordinator. If your department has any items that you wish to recycle such as glass or cardboard, please contact Jennifer.a.hackett@vanderbilt.edu to make arrangements. Jennifer's office is a part of the overall effort known as SustainVU. More details are available at the following website. [http://www.vanderbilt.edu/sustainvu](http://www.vanderbilt.edu/sustainvu)

Leslie gave a detailed accounting of what activities and/or efforts you can do to help to increase awareness and dialog.

Q – Is there plans to do cardboard recycling on a daily basis?
A – We are only responsible for recycling cardboard during move-in; however, Jennifer Hackett is in the planning stages for bringing cardboard recycling to each academic building or area. Two problems with this is space and the other is making sure there is not a safety issue.

**Stacey Worman**  – Vanderbilt University Biodiesel Initiative (VBI)

Stacey Worman, a graduate student in Environment Engineering, presented information on the Vanderbilt University Biodiesel Initiative (VBI). VBI is a student-led, university-wide initiative which recovers waste vegetable oil from our cafeterias and local restaurants to process into biodiesel to fuel various campus vehicles and the eco-friendly soap (EcoSuds) that is available in Nectar, Commons Grounds, and Branscomb Munchie-Mart. Climb Nashville is also selling EcoSuds. In Fall 2006, along with members of SPEAR, they decided to apply for the Eco-magination grant, a campus greening contest hosted annually by GE and mtvU. Vanderbilt was selected as a top ten finalist out of more than 100 entries.

A similar biodiesel project at MIT won the contest but university-wide interest was sparked and it enabled the initiative to succeed even without the $25,000 prize. During the Spring of 2007, the group met frequently at the director's (Derek Riley) home to construct and test a pilot system. Over that summer, space was allocated for the initiative on campus and Plant Operation’s sponsored the construction of our production facility.

Our facility is located in the Coal Power Plant yard in the heart of Vanderbilt's Campus. We have a 16' by 20' (320 square feet) shed with electricity and running water. Before construction the area was used for power plant parking and storage. We began producing fuel in our new home on
campus in the Fall of 2007 where to date, we have produced over 1,600 gallons of biodiesel and 100 gallons of soap for Vanderbilt! Our goal is to be a model of economic and environmental sustainability and our mission is to share our experience to educate others, on and off campus, about the viability and potential of biodiesel. We have a 150-gallon tank and we are running a batch every two weeks. Without the manpower, ramping this up at this time is not possible.

Stacey presented different problems and solutions to these problems. One specific one she addressed was the “Tragedy of the Commons”. She talked about the Boston Commons, the ocean, and the atmosphere. How do we get from here to there? The solutions are environmental sticks.

To schedule a visit to the "shed" where this initiative is housed or for more information, contact Stacey.l.worman@vanderbilt.edu Also, more information about this initiative is available at the following website: http://www.vanderbilt.edu/biodiesel

Q – Is there plans to have this institutionalized?
A – We are a young organization but would love to. We would have to decide if we want to be in the biodiesel producing business or are we more of an outreach and education school. If you know who I could talk to, I would like to talk further.

VI. Closing Statement / Dismissal

Jason thanked our guests for speaking today.

The next regular meeting will be at The Commons, Multipurpose Room 237 on May 12, 2009.

Meeting adjourned.