Meeting Minutes: Tuesday, August 8, 2017
The Commons, Multi-purpose Room

Present:
Katherine Anderson
Merry Balthrop
Terrie Barrow
Brandon Begarly
Carolyn Berry
Lauren Biqiku
Phillip Blackledge
Al Brady
Kay Brooks
Leslie Buchanan
Robin Carlson
Corey Choate
Lee Clemmons
Emma Cooley
Kirra Cruise-Streat
Latrice Daughdrill
Danielle Eckert
Drew Fann
James Fields
Andy Hall
Malina Halman
Rachel Harbin
Greg Harvey
Ashely Heaton
Ed Higgins
Jasen Hughey

Judy Johnson
Amanda King
Emily Korab
Vickie Latham
Geoff Little
Sara Lord
Jeff Loudon
Amelia Malone
Sharon Manlove
Jordan Marshall
Nathan McClure
Shelley Meadows
Rachel Morgan
Leshuan Oliver
Tania Pierce
Beth Porter
Kathleen Rall
Jonathan Rauh
Monique Robinson-Nichols
Carlos Ruiz
Monica Sanchez
Carjamin Scott
Karen Seezen
Stephanie Sefcik
Charlotte Siegel
Beth Sims
Natalia Smothers
Carolyn Smothers
Carolyn Soren
Susan Taylor
JaNiece Vincz
Michelle Wachter
Lynn Westrom
Tara Williams
Megan Williams
Melissa Wocher

Not Present:
Chrystie Anderson
Stacey Bonner
John Brassil
Kenneth Brown
Kathy Carney
Kristen Clark
Joanna Clark
Will De Los Santos
Michele Dixon
Catherine Erickson
Bailey Garrett
Tiffany Giese
Lora Glende
Eric Jones
Aletha Karls
Nathaniel Luce
8:30 am President Michael Pring called the meeting to order.

OLD & NEW BUSINESS ANNOUNCEMENTS

- Approval of June & July Minutes
- USAC Reception will be held at the Chancellor’s Residence on September 11, 2017.

COMMITTEE REPORTS

Events, co-chairs Judy Johnson & Amanda King

- USAC Council and Vanderbilt Blood Drive is scheduled Thursday, August 10 from 10 am – 3 pm in Sarratt 216/220.
- USAC is sponsoring a Vanderbilt Night Happy Hour from 4 pm – 8 pm on August 17 at East Nashville Beer Works.

Staff Life, co-chairs Andy Richter & Jeff Louden

- Staff Life meeting will be held August 18th at 9:30 am
Membership Committee, co-chairs Amanda Chiavini & Caroline Caldwell
- Thank you to everyone for participating in the USAC Membership Survey. You will be hearing from your committee chair/co-chair in the next week or so.
- Thank you to our Greeter Volunteers! I apologize nametags were not available during this meeting. Please sign in to the meeting if you have not already done so.
- Welcome to our New Members, Dana Doss, Group 10, and Debbie Hills, Group 12.
- Happy birthday to all August birthdays!

Communication, chair Carlos Ruiz
- No new business to report

Rules and Administration, co-chairs Ashely Heaton & Emily Korab
- Our first sub-committee meeting has been scheduled for Tuesday.

Mallory Perdue & John Sloop
- 2017 VU Solar Eclipse Open House
  - August 21, 2017 at the Wond’ry from 9:00 am – noon
  - Dores in the Dark: Solar Eclipse 2017 at Alumni Lawn from 1:00 – 2:00 pm
- School or Engineering is partnering w/ NASA to create a live stream of the eclipse
- www.VU.edu/eclipse
- www.dyer.vanderbilt.edu is a good resource for eclipse information

Kim Mallory & Masood Sidiqyar, Director of Security Operations
- Many phishing emails have been circulating the past year.
- Phishing is a psychological attack created by cybercriminals in an attempt to take financial info or a malicious attempt to gain information and compromise your ios system
- Impacts of Phishing
  - Privacy
  - Spam
  - Retail Resale
  - Financial
  - Harvesting
  - Employment
- Red flags include:
  - Link not directly from VU – hover over the link to see its URL
  - Spelling and grammar errors
  - Sense of urgency
- Do not click on links
- Make sure emails you receive are from people you expect
- July 2017 was the most active phishing attempts and compromised account this year
- Common way an attacker will attempt is by using Macros to affect computer
- Mitigation against phishing attacks
  - Planned protection for all users
Security awareness training FY 18

- User available protections
- Never provide your password to anyone
- Verify email authenticity **prior to**
  - Clicking on links
  - Opening attachments
- Keep systems up to date
- Report/Forward all suspicious emails to:
  - **vuit.incident.response@vanderbilt.edu**

**Scotty Glashgow, HR, Employee Appreciation**

- Vandy Chills will be giving out free frozen treats on August 10 at various times and locations around Campus:
  - University Library Lawn 11-3pm
  - Wyatt Center/East Hall 11-11:45
  - Magnolia Circle 12:30-1:15 pm
  - ESB 2-2:45
  - Baker Building 3:30-4:15 pm

**Tracy Owens, Asst. Director, Parking & Transportation Services**

- Currently, we provide:
  - Parking on campus
  - Train and RTA tickets at a reduced rate
  - Student shuttle services
- Future VU Recommendations
  - Establish a campus shuttle services
    - Looking into developing a 21-24 hr shuttle service for employees
  - Additional support to RTA shuttles
  - Support alternative work arrangement
    - Looking into emergency rides home
  - Encourage support and provide additional biking systems
    - To include shower stations
  - Establish and support relationship with external transportation companies such as Uber, Lyft
- Where we are now:
  - CMAQ Grant approval
  - Working with VUMC and Metro to coordinate efforts to enhance each other’s programs
  - These are long range goals

**Eric Kopstain, Vice Chancellor, Department of Administration**

- Transportation Strategy Proposal
- Working towards a Green Campus
- Currently 21,965 parking spaces on campus
- A trend shows the less money an employee makes, the further distance they live from VU
• Additionally, the farther away you live from campus, the least likely you are serviced with public transportation
• Develop 2-tiered parking permit strategy approach with perimeter vs. internal parking

Tracy Owens, Ass. Director, Parking & Transportation Services

• Pre-planned questions
  o Have daily parking rates ever been considered?
    ▪ New License Plate Recognition system does have the ability to do daily parking. Also, it is able to inform you how many “Free Days” you have used
  o Is the intent to force staff to park off campus?
    ▪ It is not the intent to move people off campus. Many of our lots and garages are on the perimeter of campus. It is not as conveniently located as the front of your building; however, it is available parking
  o I have to leave campus 5-6 times a day going to Metro schools. It takes me 20 minutes to find a spot each time. It doesn’t seem as though the new system will alleviate this problem
    ▪ The new Vandy Van system may be able to accommodate where you need to go. This is not a one-size-fits all but we are open to visit problems and needs people are facing
  o Have we looked into underground parking (garages under the buildings)?
    ▪ We have looked into it and it is very expensive. We also do not know the long-term structural soundness of the garages
  o Since some of us have supervisors who do not support alternative work methods and schedules, I think it would help for Chancellor Zeppos to provide his voice and more support in this area
• Email additional questions/comments/concern at parking@vanderbilt.edu

Barb Carroll, Associate Vice Chancellor, HR
• Remember to NOT stare at the sun during the eclipse
• Phishing – HR will never notify you by email
• SkyVU is kicking into high gear. Training will begin within the next month and a half

CLOSING

The next meeting will be held on September 12 at 8:30 a.m. in the Commons Multi-Purpose Room. Show up early because “Know Your Numbers” and “Core Nutrition” will be on-site.

Meeting was adjourned 9:45 am.