



Meeting Minutes: Tuesday, July 11, 2017

Student Life Center, Board of Trust Room

Present:

Terrie Barrow
 Brandon Begarly
 Carolyn Berry
 Phillip Blackledge
 Al Brady
 John Brassil
 Kay Brooks
 Leslie Buchanan
 Caroline Caldwell
 Robin Carlson
 Amanda Chiavini
 Corey Choate
 Kristen Clark
 Lee Clemmons
 Emma Cooley
 Kirra Cruise-Streat
 Latrice Daughtdrill
 Wil De Los Santos
 Laurel Biqiku
 Danielle Eckert
 Catherine Erickson
 James Fields
 Tiffany Giese
 Andy Hall
 Malina Halman
 Rachel Harbin

Ashley Heaton
 Ed Higgins
 Jasen Hughey
 Judy Johnson
 Eric Jones
 Aletha Karls
 Amanda King
 Emily Korab
 Geoff Little
 Sara Lord
 Jeff Loudon
 Felicia Johnson
 Nathaniel Luce
 Amelia Malone
 Jenny Mandeville
 Nathan McClure
 JM McDaniel
 Shelley Meadows
 Jean Miller
 Donald Pickert
 Tania Pierce
 Beth Porter
 Michael Pring
 Kathleen Rall
 Jonathan Rauh
 Andy Richter
 Carlos Ruiz

Scott Rutledge
 Monica Sanchez
 Carjamen Scott
 Karen Seezen
 Stephanie Sefcik
 Beth Simms
 Natalia Smothers
 Carol Soren
 Susan Taylor
 Kerrie Turney
 JaNiece Vincz
 Michelle Wachter
 Robert Waits
 Cathy Weisbrodt
 Mia Wells
 Megan Williams

Not Present:

Chrystie Anderson
 Merry Balthrop
 Stacey Bonner
 Kenneth Brown
 Kathy Carney
 Neal Clark
 Michele Dixon
 Bailey Garrett
 Lora Glende

Vickie Latham
Liv Parks
Chris Preston
Angela Reed
Ursula Robinson-Nichols
Anthony Sierra
Kimberly Turner
Heather Watkins
Lynn Westrom

Sent Regrets:

Katherine Anderson
Joanna Clark
Drew Fann
Greg Harvey
Bailey McChesney
Charlotte Siegel
Megan Sprague
Ray Stanard
Anthony Tharp
Tara Williams
Melissa Woche
Rachel Morgan

Visitors:

Carmen Thomas
Madison Gibson
Judy Arntz
Gary Gray
Lauren Tillman
Scotty Glasgow
Deb Grant

8:31 am President Michael Pring called the meeting to order.

OLD & NEW BUSINESS ANNOUNCEMENTS

- Welcome from President Michael Pring
- June and July minutes will be approved next meeting
- Sign up to give to the Vanderbilt Hardship Fund with your Kroger Plus Card which goes towards helping Vanderbilt employees during financially troubled times.

COMMITTEE REPORTS

Events, co-chairs Judy Johnson & Amanda King

- Review of Events Committee
- Support Vanderbilt Events and Programs
 - Employee Assistance Tailgate, Turkey Toss, Flulapalooza, Employee Hardship Fund, Nashville Sounds Game
- Past year events include:
 - Red Cross Blood Drive
 - Second Harvest Food Bank
 - Nashville Humane Association
- Sponsor Community Connections
- Goals: Host Professional Development mini seminars and networking ideas
- First meeting will be July 24, time/location TBD

Staff Life, co-chairs Andy Richter & Jeff Loudon

- Review of Staff Life Committee
- Responsibilities & prioritizing the issues of staff concern
 - Bi-annual staff poll will probably released at the end of July 2017
- Highlights
 - PTO Recommendation
 - CARE initiative
 - All gender restroom recommendation
 - Meal plan discounts offered twice a year
- Upcoming recommendations:
 - Retirement
 - Ombudsman

Membership Committee, co-chairs Amanda Chiavini & Caroline Caldwell

- Responsible for annual election, maintain roster/track attendance, arranging greeters , onboarding new members , birthdays, shout-outs announcements
- Committee members:
 - Seeking 8-10 members
 - Anchor Link familiarity is a plus
 - Meeting every other month
 - Remote work is available

Communication, chair Carlos Ruiz

- Facilitates communication to USAC and Vanderbilt employees
- Utilize communication tools such as emails, website, blog, social media
- Experience interest in writing, social media, marketing, web content or web UX
- Please tag and follow Vanderbilt USAC on Instagram, Facebook, and Twitter

Rules and Administration, co-chairs Ashely Heaton & Emily Korab

- Update and reflect current USAC procedures in our bylaws
- Update operations manual last updated in 2014/2015
- Meeting once a month

Scotty Glasgow, Sr. Special Events Coordinator

- Upcoming Employee Appreciation Event:
 - Art in the Afternoon will be held in the Fine Art Gallery at Cohen Memorial Hall from noon – 2:00 pm on July 18, 2017. Admission is free for employees.

Tammy Key & Clair Brigman, HR Learning & Organizational Development

- Breakout Flip Chart resume activity for USAC members

CLOSING

The next meeting will be held on August 8th at 8:30 a.m. in the Commons Multi-Purpose Room

Meeting was adjourned.