Meeting Minutes: Tuesday, October 10, 2017
The Commons, Multi-purpose Room

**Present:**
Katherine Anderson
Merry Balthrop
Terrie Barrow
Carolyn Berry
Al Brady
John Brassil
Kay Brooks
Leslie Buchanan
Caroline Caldwell
Robin Carlson
Kathy Carney
Emma Cooley
Kirra Cruise-Street
Michele Dixon
Danielle Eckert
Catherine Erickson
Drew Fann
Andy Hall
Rachel Harbin
Gregory Harvey
Ashely Heaton
Ed Higgins
Debbie Hill
Eric Jones
Amanda King
Sara Lord
Jeff Loudon
Amelia Malone

Jordan Marshall
Jon-Michael McDaniel
Shelley Meadows
Tania Pierce
Beth Porter
Michael Pring
Kathleen Rall
Jonathan Rauh
Andy Richter
Monica Sanchez
Carjamin Scott
Karen Seezen
Charlotte Siegel
Natalia Smothers
Carol Soren
Susan Taylor
JaNiece Vincz
Cathy Weisbrodt
Lynn Westrom
Tara Williams
Megan Williams
Melissa Wocher

**Not Present:**
Chrystie Anderson
Brandon Begarly
Philip Blackledge
Stacey Bonner
Kenneth Brown
Corey Choate
Kristen Clark
Joanna Clark
Neal Clark
Lee Clemmons
Latrice Daughdrill
Wil De Los Santos
Craig Fields
Tiffany Giese
Lora Glende
Malina Halman
Jasen Hughey
Emily Korab
Geoff Little
Nathaniel Luce
Jenny Mandeville
Nathan McClure
Jean Miller
Rachel Morgan
Leshuan Oliver
Liv Parks
Chris Preston
Ursula Robinson-Nichols
Carlos Ruiz
Stephanie Sefcik
Anthony Sierra
Megan Sprague
Ray Stanard
Kimberly Turner  Alex Wilson  
Michelle Wachter  Teea Moore  
Robert Waits  Eric Kopstain  
Heather Watkins  Deb Grant  
Mia Wells

Sent Regrets:
Samantha Barclay  
Amanda Chiavini  
Laurel Duncan Biqiku  
Judy Johnson  
Aletha Karls  
Vickie Latham  
Bailey McChesney  
Donald Pickert  
Scott Rutledge  
Beth Sims  
Anthony Tharp

Visitors:
Judy Arntz  
Madison Gibson  
Philip Draude

8:30 am President Michael Pring called the meeting to order.

OLD & NEW BUSINESS ANNOUNCEMENTS
  • Stay connected to USAC by following on Facebook and accessing the USAC website  
  • Remember to link your Kroger Card to the Employee Hardship Fund  
  • Approval of September minutes

Jon-Michael McDaniels, Lieutenant, VUPS
  • On Saturday, October 28, VUPS is hosting a Police Citizen Seminar. Registration is open to USAC Members and CORE Members  
  • Review of Police Citizen Seminar schedule

COMMITTEE REPORTS
Events, co-chairs Judy Johnson & Amanda King
  • We will be collecting money for the Ronald McDonald House in December. It will be individual contributions and will not be sponsored by USAC

Staff Life, co-chairs Andy Richter & Jeff Louden
  • No new business to report
Membership Committee, co-chairs Amanda Chiavini & Caroline Caldwell
- Anchor Link will be tested next month and hoping it will be our new process for election results
- Revisions are underway for the new member orientation packet
- Thank you for our October meeting greeters!
- Happy birthday to October birthdays!

Communications, chair Carlos Ruiz
- No new business to report

Rules and Administration, co-chairs Ashely Heaton & Emily Korab
- Currently working to update the bylaws

Linzie Treadway, Manager of Projects, Office of the Chancellor
- Mental Health and Wellness Campaign was launched last January
- Campus-wide mental health initiative
  - Realize it is the work of us ALL not just one department
- Review of Timeline of Committee’s work
  - Submit suggestions or feedback to vu.edu/wellbeing
- GO THERE Campaign:
  - Foster an enduring culture of openness and brave dialogue about mental health and well-being among all Vanderbilt faculty, staff and students
  - Change the way we think about mental health
- November GO THERE Stories for faculty and staff
- Further questions or interested in hosting GO THERE at a future event
  - Email: linzie.treadway@vanderbilt.edu

Catherine Wood, Executive Director, Benefits
- Open Enrollment for 2018 Benefits begins October 17-31
- Person averages only 15 minutes in their benefit selection
  - Need to understand all of your benefit options
  - Encourage to invest AT LEAST 15 minutes
- What is included in Open Enrollment
  - Health, Dental, and Vision insurance
  - Accidental death & dismemberment (AD&D) insurance
  - Health care FSA
  - Dependent day care FSA
- Even if you do not plan to make changes in 2018, you need to login to MyVU Benefits to:
  - Confirm current elections
  - Confirm working spouse coverage, your dependents, and beneficiaries
  - Attest to tobacco use
• Direct Go For The Gold wellness credit
• No health plan design changes
  o Very modest premium increases
  o Two options to choose from: Aetna Plus & Aetna Select. Aetna Health Fund Plan will be discontinued in 2019
  o Accidental death and dismemberment: add all eligible covered family members as dependents
  o Salary bands are simplified from five to three
• Retirement Plan Matching Contributions
  o Vanderbilt is beginning to match up to 5%
  o The elderly averages $240,000 spent in medical bills post-retirement
• New Partially Benefits Eligibility Requirements
• Ask Alex is back! It can help selecting the health plan option or FSA that’s best for you
• Benefits you can change any time:
  o Life insurance
  o Enhanced Short Term Disability
  o Long Term Disability
  o Retirement plan contributions and investments
  o Discounted pet, auto, and home insurance
• Open Enrollment labs are scheduled for Oct 18, 20, 24, 26, and 31
• Visit hr.vanderbilt.edu/oe
• Attend the Benefits Open House Thursday, Oct 19 from 10 am-4 pm in the HR Training Room, Baker Bldg, 10th floor
• Contact Human Resources Monday – Friday 8a-5p at 615-343-4788 or email human.resources@vanderbilt.edu
• Visit Baker Building, 10th floor
• $100 spousal fee only applied to Health Coverage, not dental or vision

Josh Vincent, Principal IT Consultant, SkyVU
• SkyVU Timeline
  o Currently in “Training” and “Cutover” process
  o Go-Live is scheduled for Jan 1
• SkyVU website contains keys dates for the transition
• Cutover Planning
  o Complete HR changes by the end of November
  o Do not process HR changes that aren’t effective/needed until January 1 or after. Those will be completed in Oracle starting in January
  o Place December orders as early as possible
  o Plan expense report processing to be complete by Mid-December which includes OneCard approvals
• Review of Cutover Milestones
• Timekeeping will begin in Oracle Cloud BEFORE January 2018
CLOSING

The next meeting will be held November 14 at 8:30 a.m. in the Commons Multi-Purpose Room.

Meeting was adjourned 10:05 am.