



## Meeting Minutes: Tuesday, March 8, 2022 Online Zoom Meeting

### **PRESENT:**

Aloyo, Alyssa  
Barrow, Fiana  
Bennett, Jennifer  
Bishop, Faith  
Bond, Rachel  
Bonner, Cheryl  
Borgic, Kevin  
Bourgoin, Jeremy  
Butner, Sean  
Cahill, Bess  
Carlson, Robin  
Carroll, Chantry  
Carter, Marsha  
Cherry, Sandy  
Conwell, Patrick  
Cooley, Emma  
Crowhurst, Stacey  
Dawson, Toni Renee  
Elliott, Craig  
French, Caitlyn  
Gracey, Lisa  
Griffin, Shore  
Gyarmati, Krista  
Harding, Amanda

Hastings, Lynn  
Higgins, Ed  
Jackson, Donald  
Johnson, Denise  
Johnson, Faye  
Kamtarin, Shahpar  
Kelley, Emily  
King, Amanda  
Kiolbasa, Mary  
Lawrence Givens, Tiffany  
Maddox, Lynn  
Manlove, Sharon  
May, Ela  
McKeever-Burgett, Adam  
Nashabi, Maya  
Naughton, Megan  
Noote, Allie  
Pezzati, Katelyn  
Poteete, Sarah  
Pratt, Jeremy  
Pring, Michael  
Putnam, Sara  
Sierra, Bryn  
Sims, Beth

Smith, LaDonna  
Stumpf, Jean  
Turney, Kerrie  
Walker, Susan  
Wang, Rong "Joanne"  
Weisbrodt, Cathy  
Wilson, Maisie

**NOT PRESENT:**

Adams, Charlton  
Anderson, Matthew  
Artus, Meagan  
Baquera, Felisha  
Beck, Rebekah  
Bess, Angela  
Bordenstein, Sarah  
Bousquet, Ben  
Brown, Jacquelyn  
Bush, Marita  
Charley, Myles  
Cochrane, Brian  
Cole, Victoria  
Dickson, Nancy  
Dixon, Michele  
Farrelly, Judith  
Farst, Paige  
Graham, Kashif  
Hansbrough, Sean  
Hollifield, Michael  
Ingram, Donna  
Karns, Allen

Knighton, Keeouka  
Loudon, Jeff  
Luffman, Josh  
McCrary, Bethanie  
Melson, Keire  
Mitchell, Heather  
Moreno, Mackenzie  
Mundy, Meaghan  
Nesbitt, Brianna  
Osinski, Keegan  
Perry, Will  
Peters, Erin  
Pickert, Donald  
Rastogi, Anuj  
Reddington, Hayley  
Smith, Amy  
Tallent, Emily  
Templeman, Alison  
Turner, Kimberly  
Watson, Hollie  
Zink, Andrea

**GUESTS:**

Adams, Laura  
Anthony, Adam  
Bonner, Stacey - Speaker  
Brooks, Bari  
Cummings, Eric  
De Jesus, Arnoldo – Speaker  
Gibson, Madison  
Glasgow, Scotty  
Hicks, Chris  
Jones, Kara  
Kopstain, Eric  
McClellan, Kristine  
'Otukolo Saltiban, Belinda –  
Speaker  
Smith, Janet  
Treadway, Linzie - Speaker  
Vaught, Krista  
Wilhelm, Anita  
Wu, Wendy

## **WELCOME**

*Tiffany Lawrence Givens, President, called meeting to order at 8:31 am*

- Welcome
  - Agenda Review

## **GUEST SPEAKERS**

### **Belinda 'Otukolo Saltiban, Ph.D. – Associate Vice Chancellor for Equity, Diversity and Inclusion (EDI)**

- Discussed some EDI related areas or issues we would like to see improved or addressed at Vanderbilt.
- Reviewed the EDI Vision & Mission
  - Vision – to make Vanderbilt University an environment where equity, diversity, and inclusion are inseparable from institutional excellence and to model intentional practices that respect the humanity of all. To honor the uniqueness and resilience of each individual while working to create a transformative community that respects, values and supports all people.
  - Mission – to promote environments that are affirming, welcoming, equitable, inclusive, and diverse in order to foster a sense of belonging at Vanderbilt and beyond, with a goal of advancing human potential and growth.
- Endeavor to
  1. Dismantle systemic barriers for marginalized and underserved population to thrive.
  2. Champion equity, diversity, and inclusion in academic and scholarly activities by cultivating opportunities for collaborating and community across the University.
  3. Provide education resources, programming, outreach, and learning opportunities that promote access and well-being.
  4. Align our mission and actions through meaningful accountability measures and data to ensure progress on goals related to equity, diversity, and inclusion.
- Reviewing and updating the 2016 Recommendations to Institutional Plan and Diversity Inclusion and Community Report and Recommendations.
- 22 members of the EDI team provide 23 programs, and countless events, lectures, workshops, and discussions.

### **Linzie M. Treadway, Ph.D. – Director of Special Projects for Equity, Diversity and Inclusion (EDI)**

- Oversees Strategic Initiatives, Board of Trust, Communications, Employee Affinity Groups. University Diversity Council, Data collection and Annual Report (September/October publish date), Community Engagement, Constructive Conversations, Churchwell Chats.

- 10 Employee Affinity Groups (EAG) – employee-led and facilitated groups formed around interests, backgrounds, identities, and common bonds to foster belonging and community among employees, and to promote diversity, openness, understanding, and inclusiveness.
- Association of Vanderbilt Black Faculty and Staff was founded in July 2020. Other EAGs include Asian American Pacific Islanders, Disability and Chronic Health Conditions, Early Career Professionals, Golden Doers (50+), Glammadores (LGBTQUA+), International, Latinx, Military and Veterans, and Single Parents. <https://www.vanderbilt.edu/diversity/employee-affinity-groups/>
- Stay connected through The Inclusive Connector newsletter, social media, and list serve. <https://www.vanderbilt.edu/diversity/stay-informed/>

### **Arnoldo De Jesus – Director of Vanderbilt Bookstore**

<https://www.bkstr.com/vanderbiltstore/home>

2501 West End Avenue  
Nashville, TN 37203  
(615) 343-2665

- More than a bookstore – textbooks, clothing, gifts, specialty items, electronics, school supplies, books, music, games, and gift cards.
- Discount for staff. Discounts available for bulk orders.
- Appreciation events for faculty and staff.
- Remodeled Space on the 2<sup>nd</sup> floor available to be used for book clubs, book signings, etc. Faculty and staff can use it for events.
- Available to provide pop up shops for events, conferences, etc.

### **Stacey Bonner, Vanderbilt HR, Wellbeing Manager**

<https://hr.vanderbilt.edu/wellbeing/index.php>

Please continue to look forward to a Monthly Update from Stacey.

**Quote of the Month** – Asking for help is not a sign of weakness.

#### **Upcoming Events**

- March 24 – 1:00 PM - Your Mental Health Is as Important as Your Physical Health – Dr. Amison – Work/Life Connections

#### **Service Feature – National Alliance on Mental Health (NAMI)**

<https://namidavidson.org/>

NAMI Davidson Co. is an active participant in raising mental health awareness throughout the Greater Nashville Area.

- Programs offered - <https://namidavidson.org/support-groups/>
- Mixed Support Groups, Family to Family, Friends Supporting Friends, Bridges, Family & Friends Mental Health Caregiver Primer

#### **Mindful Stretch Breaks**

- Drop-in for a quick break every Wednesday between 11-11:30 AM via Zoom.  
[Register](#) for the link!
- Schedule a break, offered via Zoom, at a time that works for your group! [Schedule](#) a break for your group !
- Follow along with a mindful stretch break on video! [View](#) to experience a mindful stretch break!

## COMMITTEE REPORTS

- **Communication**

- *Faith Bishop and Jeff Loudon – Co-Chairs*
  - 2 templates for emails to your groups available – one for groups in an election year and one for groups not in an election year. Important to select 1 representative to send the email to the group.
  - Goals - tell other about USAC, introduce the group to the elected representatives, drive interest toward USAC, let staff know all that USAC is working on
  - Need 1 representative from each group -  
[https://docs.google.com/spreadsheets/d/1idZRRY\\_jl0PXm8h5mADbGwFMpzthu5FHWiULaOnks1A/edit#gid=0](https://docs.google.com/spreadsheets/d/1idZRRY_jl0PXm8h5mADbGwFMpzthu5FHWiULaOnks1A/edit#gid=0)
  - Everyone encouraged to submit events  
<https://forms.vanderbilt.edu/view.php?id=1331832>.
  - Next Meeting TBA

- **EDI**

- *Denise Johnson and Shahpar Kamtarin – Co Chairs*
  - Heritage Calendar Poster for March is Women’s History Month.
  - Next Meeting will be via Teams

- **Events**

- *Jennifer Bennett & Amanda King*
  - Please register for the Virtual Coffee Break March 23 at 9:30 AM.  
<https://vanderbilt.zoom.us/meeting/register/tJYsd-uprD0pEtTzhEpO3-d4e6J5hgLB0Gw7>
  - Upcoming events
    - Spread the Love – 2022 Virtual Food Drive with 2<sup>nd</sup> Harvest - \$6000 goal. For every \$1 you give you help provide 4 meals to TN families in need. [http://shfbmt.convio.net/site/TR?px=1292753&pg=personal&fr\\_id=1343&et=aPYEzV1EixP6DShFMB52uyuPpvUAsbmHX-pEs7LRvnTIGay4vnw3JA&s\\_tafid=2093](http://shfbmt.convio.net/site/TR?px=1292753&pg=personal&fr_id=1343&et=aPYEzV1EixP6DShFMB52uyuPpvUAsbmHX-pEs7LRvnTIGay4vnw3JA&s_tafid=2093)
    - Lunch and Lacrosse - Women’s Lacrosse – VU v. Colgate - March 16; 1 PM; Free; *Chick-fil-A* sandwiches; baseball hats;  
<https://www.signupgenius.com/go/409054ca5ae28a2f94-lunch>
    - Spring Fundraiser for The Hardship Fund will be in April.  
<https://www.vumc.org/health-wellness/news-resource-articles/faculty-and-staff-hardship-fund>
  - Next meeting March 29; 9 AM.

- **Membership**
  - *Cathy Weisbrodt and Lynn Hastings Co-Chairs*
    - Recognized Shahpar Kamtarin, Coordinator of Public Services, Peabody Library as Staff Member of the Month.
    - March Birthdays – Shore Griffin, Sarah Poteete
    - Election Committee met – even # groups will have elections this year. Some odd # groups will also have elections. Please share your experience and encourage your co-workers to participate.
    - Next meeting week TBD.
  
- **Rules & Administration**
  - *Amy Smith and Sean Butner Co-Chairs*
    - Fun Fact of the Month – if you are in a meeting that uses Robert’s Rules of Order and you feel like someone has taken over and is not talking about the motion at hand, you can say – “I call for the orders of the day.” This will ensure that the person leading the meeting corrals the tangents and moves the meeting forward with the motion.
    - Next meeting TBD
  
- **Staff Life**
  - *Adam McKeever-Burgett and Sara Putnam Co-Chairs*
    - Continuing to hold discussion and make relevant recommendations regarding issues about staff life at Vanderbilt.
    - Focusing on Tuition Benefit, Bereavement Leave, Retirement, Paid Volunteer Time Off - please pass along any feedback to [a.burgett@vanderbilt.edu](mailto:a.burgett@vanderbilt.edu) and [sara.putnam@vanderbilt.edu](mailto:sara.putnam@vanderbilt.edu).
    - Other concerns – please pass along to [a.burgett@vanderbilt.edu](mailto:a.burgett@vanderbilt.edu) and [sara.putnam@vanderbilt.edu](mailto:sara.putnam@vanderbilt.edu) or anonymously at <https://www.vanderbilt.edu/USAC/about/contact>
    - Researching other universities and businesses for policy information.
    - Next Meeting March 17; 2 PM.

## **NEW and OLD BUSINESS and ANNOUNCEMENTS**

- **Kroger Card**
  - Reminder to sign up for/use/update your Kroger Card. Helping colleagues in need within the university community is easy when you use your Kroger Plus card to benefit the Vanderbilt Faculty and Staff Hardship Fund.
  - Reminder that The Hardship Fund has funds available for staff who need it - <https://www.vumc.org/health-wellness/news-resource-articles/faculty-and-staff-hardship-fund>
  
- **Investiture**
  - April 9 is the Investiture of the University’s Ninth Chancellor, Daniel Diermeier
  - USAC members have received special invitations
  - We are encouraged to attend

## **CLOSING REMARKS**

*Tiffany Lawrence Givens, President*

- April Meeting will be held via Zoom:
  - Tuesday, April 12, 2022
  - Time: 8:30 AM
  - Location: Zoom
  - All staff members are invited to attend.

**Meeting was adjourned at 9:42 am.**

***Our Vision: Through communication, consultation, and service, the Council will promote a strong partnership among the staff, faculty, students, and administration of Vanderbilt University.***