Date: November 11, 2008  
Time: 8:00 AM  
Place: Rand Function Room, Sarratt Student Center

Attendees:  

Regrets:  
Stan Amos, Bill Bailey, Harriett Boglin, Alison Bush, Matthew Clement, Felicia Dotson, Joe Fisher, Nancy Holcroft, Nancy Jackson, Faye Johnson, Camilla Meek, Stacy Nunnally, JoAnn Patterson, Sheri Reynolds, Carol Soren, Cindy Steine, JJ Street, Trey Truitt, Andrea Wall, and Jimmy Webb

Special Guests:  
Lauren Brisky, Cliff Joyner, Melissa Wocher

Visitors:  
Randy Smith and Amy Williams

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

II. Approval of the Minutes from the October 14, 2008 USAC Meeting  
A motion to approve is called, seconded and unanimously approved
III. Committee Reports

Membership:
Chair, Andy Richter announced new members Sheri DiGiovanna, USAC Group 1; John Jackson and Vivienne Irizarry, USAC Group 27. He asked if there were any new members that may have not been introduced. At that time, Christina Lockhart, USAC Group 25 was recognized. It is not too late to join a standing committee. If anyone is interested in joining they are to speak to someone on the Membership Committee.

Communication:
Chair, Kristin Koval summarized that the lists have been auto-populated for October. She also announced the listserv owners from each group. These people need to go through their lists and make sure they are up-to-date by the end of the week. We will be auto-populating on a monthly basis. In the past, President Jason Hunt had previously gotten all the bounces. The auto-populate removes the names of people who are no longer at Vanderbilt according to the Human Resources feed. Kristin also reported that the website is updated and there is be a new section called meeting resources which will contain all presentations that are given at our meetings for your use.

Q – What is the procedure for accessing the lists?
A – President Jason Hunt will have Kristin Koval send out detailed instructions to all listserv owners.

<table>
<thead>
<tr>
<th>Group 1 – Mary Clissold</th>
<th>Group 16 – Cindy Steine</th>
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<tr>
<td>Group 2 – Stanford Amos</td>
<td>Group 17 – Ann Marie Owen</td>
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<td>Group 3 – Matthew Clement</td>
<td>Group 18 – Becky Atack</td>
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<td>Group 4 – Terri Armstrong</td>
<td>Group 19 – Jimmy Webb</td>
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<td>Group 5 – Chris Marshall</td>
<td>Group 20 – Olivia Soxyayachanh</td>
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<td>Group 6 – Molly Thompson</td>
<td>Group 21 – Donald Pickert</td>
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<td>Group 7 – Kristin Koval</td>
<td>Group 22 – Carla Mahlberg</td>
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<td>Group 8 – Luci Whatley</td>
<td>Group 23 – Sue King</td>
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<td>Group 9 – Carlos Trenary</td>
<td>Group 24 – Andy Richter</td>
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<td>Group 10 – Mary Clark Webb</td>
<td>Group 25 – Christina Lockhart</td>
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<td>Group 11 – David Jewell</td>
<td>Group 26 – Shawn Fagan</td>
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<td>Group 12 – JJ Street</td>
<td>Group 27 – Shirley Hiltz</td>
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<td>Group 13 – Lolita White</td>
<td>Group 28 – Amy Williams</td>
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<td>Group 14 – Brenda McKee</td>
<td>Group 29 – Stacy Nunnally</td>
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<td>Group 15 – Faye Johnson</td>
<td>Group 30 – Karen Seezen</td>
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Event Coordination:
Co-Chair, Robin Guest announced that the committee is currently in discussions to do another Bake Sale in the spring since the last one was such a success. There has also been discussion on having the Bake Sale in two locations and are looking for the right date to plan the event.

Staff Life:
Chair, Daniel Dubois announced that Staff Life had a really great productive sub-committee. We had a “Survivor” elimination narrowing the different ideas down. We zeroed in on the USAC being involved and organizing a “Habitat for Humanity” home.
There is a Vanderbilt family that is having a house built in February 2009. We are going to make sure all of our bases are covered as well as check with administration that we are not crossing paths with anyone. Staff Life is committed to making Vanderbilt a more vibrant community. The other ideas were notable but the feasibility studies conducted did not warrant further evaluation. We hope to have more information in the next month.

**Rules and Administration:**
Chair, Dan Steward informed the council that the committee will now have the 2nd reading of the proposed changes to the bylaws and the 3rd and final reading will take place next month. At that time, the council will vote on the proposed bylaws to move forward or not with a formal vote.

**Article II: Membership**

**Section 5. Vacancies.**

**Current:** (second paragraph)
Should there be no one left who received votes on the most recent ballot, or if those persons are unable to serve, the group in question shall be requested to conduct another election to replace the representative if a year or more remains in the term; otherwise the president, with approval of the Executive Committee, may appoint a replacement.

**Proposed:** (second paragraph)
Should there be no one left on the most recent ballot, no one who received a simple majority of the votes on the ballot, or if those persons are unable to serve, the group in question shall be requested to conduct another election to replace the representative if a year or more remains in the term; otherwise the president, with approval of the Executive Committee, may appoint a replacement from the group in question.

**Article IV: Officers**

**Section 1. Titles, election, terms of officers.**

**Current:** (first sentence)
The officers of the council shall include a president, vice president/president elect, and secretary.

**Proposed:** (first sentence)
The officers of the council shall include a president, vice president/president elect, secretary, and treasurer.

**Amendment:** (end of Article IV: Section 2)
D) Treasurer
1) Maintain all council funds and keep accurate financial records; 2) Serve as *ex officio* member of all council committees; 3) Deposit and disburse funds in accordance with the council’s goals; and 4) Deliver financial reports at Executive Committee meetings and as needed at full council meetings.

**Section 3: Resignation of office.**

**Current:**
If the vice president/president elect or secretary resigns, a written resignation shall be submitted to the president.

**Proposed:**
If the vice president/president elect, secretary, or treasurer resigns, a written resignation shall be submitted to the president.
Amendment: (end of Article IV: Section 4 (the exact paragraph relating to the secretary was replaced and the title of treasurer was added.)
If the treasurer is no longer able to serve after elections have taken place for the following council year, the treasurer elect will serve the unexpired term of the resigned treasurer, as well as his or her own term. If elections for the following year’s officers have not yet taken place, a special election will be held to replace the treasurer.

**Standing Committee Reports:**

**Benefits Committee - Andy Richter**
The committee met November 10, 2008 and the items currently under discussion are Identify Theft Protection and ABA Therapy. Also received an update on the Open Enrollment this year in which 98% of our population completed the online open enrollment compared to last year’s 90%.

**Traffic and Parking – Jason Hunt**
Lot 71 which will be open in January 2009 after the bleacher construction is complete.

**Bike Rack Policy** – all wrought iron fencing is made to have bikes chained to them as long as they are not blocking handicap accessible entrance or doorway. Football Game Days – 25th Avenue is one-way out of the 25th Avenue garage towards West End Avenue and towards Blakemore. Also discussed the speed trailers at the 21st Avenue law school crossing has helped slow down the traffic. The Police Department will start using the hand-held radar guns to control speeding.

We are going to try and have Standing Committee reports monthly if there is something to discuss.

President Jason Hunt closed the committee reports

**IV. New Business**
Due to the resignation of Lora Barnett, President Jason Hunt called for an election to replace the USAC Secretary for the rest of year. At this time, President Jason Hunt turned the nomination and election over to Vice President Diane Banks. Diane Banks asked for nominations from the floor for USAC Secretary. Sheri DiGiovanna nominated Kristy Fisher. There being no further nominations from the floor, the council unanimously approved Kristy Fisher as the new USAC Secretary.

**V. Features**

**Feature I: Cliff Joyner – Alternative Transportation Initiatives Update**

**A. Vanpool/Carpool Ride Match Program**
- VURideMatch.com allows faculty and staff to go online to find other faculty and staff from similar locations who wish to share a ride to Vanderbilt. This is available for Vanderbilt University Medical Center and Vanderbilt University Campus
- Students are also allowed to participate since anyone with a valid email address is eligible.
- Carpools can have as few as 2 people; Vanpools can have as few as 8 people.
- First vanpools have started this week
B. MTA Free Ride to Work Program
- All full-time Vanderbilt employees and graduate students are eligible to ride free to and from campus on an MTA bus by swiping their ID card.
- Program continues to grow (ridership increases annually by about 10%).
- The program has been a huge success; however, it has leveled off due to the gas prices falling.

C. Music City Star Discounted Tickets
- All full-time Vanderbilt employees receive up to a 60% discount on the commuter rail service.
- Rail stops include: Lebanon, Martha, Mount Juliet, Hermitage and Donelson.
- Tickets can now be purchased at Traffic and Parking (Wesley Place Garage) and looking for a way to purchase tickets online and should be available after the first of the year.

D. Zipcar Program
- Available for rent by the hour or by the day.
- 2 at Commons (Lot 84); 2 at Kissam (Lot 3); 1 behind Sarratt (Lot 15).
- Gas and insurance are included with every reservation.
- Almost breaking even – there is a possibility of purchasing additional cars in the spring as well as locations.
- There has been an increase in departmental use.
- Also looking at the possibility of purchasing a hybrid.

E. Express Buses
- Still negotiating the discounted rate for Vanderbilt.
- Express buses come from Gallatin, Hendersonville and Murfreesboro.
- Might have to use a ticketed program

For any updates on the Alternative Transportation Initiatives, visit Traffic and Parking website at: [http://www.vanderbilt.edu/traffic_parking](http://www.vanderbilt.edu/traffic_parking) and select “Alternative Transportation” on the left side of the page.

Q – Have you looked into the possibility of a van?
A – We have actually looked at pickup trucks and mini-vans. If you think that it would benefit departmentally, we can look at the feasibility.

Q – Is there a specific vehicle that is used for car-pooling?
A – In car-pooling, the decision who drives will be decided upon those who are car-pooling. The individuals will decide how much it would cost each individual.

Q – Is there any chance of getting later hours on any programs?
A – If you have special circumstances, the car pool and vanpool program has as part of the program the ability to get so many cab rides in a year; however, it does not work 4-days a week. We are also working with MTA in regard to if someone misses the last bus and the individual is then stuck.

If anyone has suggestions/concerns/comments, please contact him at: cliff.joyner@vanderbilt.edu
Feature II: Stacey Kendrick – Faculty and Staff Health Wellness “Go For The Gold”

Stacey Kendrick reminded everyone that the deadline for completing your “Go For The Gold” is November 30, 2008. If you have not completed, please visit: http://www.vanderbilt.edu/goforthegold by the deadline to be eligible to receive up to the maximum $20/month in 2009.

- Step 1: Complete a Health Risk Assessment - $10/month
- Step 2: Complete 7 Wellness Actions - $15/month
- Step 3: Complete Game Plan for Your Health - $20/month

Furthermore, faculty or staff can receive an additional $10/month if his or her spouse/certified domestic partner on the Vanderbilt Health plan complete the “Gold For The Gold” three-step process. This is the second year for this program.

Q – When do you receive a confirmation and will that be in the form of email at a certain time?
A – The confirmation email went out last night for those who have already completed each step. Otherwise you may go online to check to see if all steps have been completed. There will be a *2009. We are sending confirmation emails out monthly. If you have any questions, please email or call.

Q – Where can you get the DVD’s?
A – We do have them available and you can email or call us to request one.

Q – Does the insurance company get to see this?
A - Stacey reiterated that all information is strictly confidential and will not be released to any insurance company. We take your privacy very seriously. The data from the information is only used in an aggregate way with no personal information on individual persons. An example would be 10% of Vanderbilt employees eat 5 servings and fruits and vegetables a day. The main reason that we use the information is to access what programs we need and we assign our programs after that.

Q – What if we change our habits, should we go back in and modify the assessment?
A – If you want to do it more than once a year, you can go in and edit your report or add information like your blood pressure and such. Up to six months from the time you first completed the assessment, you can edit the report. Otherwise you will need to complete a new one.

Q – Where can you get your blood pressure checked?
A – You can get your blood pressure checked at Health Plus anytime and there is also a kiosk in the Courtyard Café that you can do a self-check as well as our events throughout
the year. You can also have it checked at Occupational Health on the sixth floor of the Medical Arts building.

Q – Will you be adding more categories in the wellness actions?
A – We are looking at making some changes to the program. Some of the challenges are how do we keep it fresh year to year. Next year the health risk assessment will be different but we still will be using the same vendor.

Last year, 15,000 employees participated in “Gold For The Gold” and we are really excited. That is over 80% of the faculty and staff. Stacey asked for a show of hands who had participated in the program. Over two-thirds of the council represented in the meeting raised their hands that they are participating in the program for the coming year. Stacey also stated that they are not there to police each and every one to make sure they are eating their fruits and vegetables. Please make sure you watch the videos, if you have not.

Stacey Kendrick announced that Health Plus received the prestigious C. Everett Koop Award for 2008 in regard to the “Go For The Gold” program. The mission of the C. Everett Koop Institute is to promote the health and well-being of all people. This national health award honors organizations that promote health and disease prevention programs with demonstrated savings from improving health behavior. Representatives from Vanderbilt attended the ceremony in New Orleans. For more information regarding this award, visit [http://healthproject.stanford.edu/koop/2008winnerindex.html](http://healthproject.stanford.edu/koop/2008winnerindex.html)

**Take the Health Plus Challenge: HOLD THE STUFFING**

Keep the holiday weight gain on hold with **Hold the Stuffing**!

Health Plus invites you to control the typical holiday weight gain by joining the yearly Hold the Stuffing event. In 2007, Hold the Stuffing helped over 800 people lose an average of 3.28 pounds during a time when people tend to gain weight.

To participate, simply weigh in at one of the Hold the Stuffing weigh-in stations the week before Thanksgiving (November 17-22) and the week after New Year’s (January 2009). If you maintain your weight (okay, you can gain up to two pounds), you will win a choice of two great prizes (Sling Pack or a Duffle bag).

**Pre-Season (Initial) Weigh-Ins:**

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<tr>
<th>Date: November 17th-22nd</th>
<th>Time</th>
<th>Location</th>
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<tr>
<td>Monday, November 17th</td>
<td>10:00 a.m. – 2:00 p.m.</td>
<td>Light Hall, North Lobby**</td>
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<td></td>
<td>10:30 a.m. – 1:30 p.m.</td>
<td>108 Peabody Library</td>
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<tr>
<td>Tuesday, November 18th</td>
<td>6:00 a.m. – 10:00 a.m.</td>
<td>The Vanderbilt Clinic Breezeway</td>
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<td>10:30 a.m. – 1:30 p.m.</td>
<td>934 Baker Building</td>
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<td>Wednesday, November 19th</td>
<td>10:00 a.m. – 2:00 p.m.</td>
<td>151 Law School**</td>
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<td>Thursday, November 20th</td>
<td>10:30 a.m. – 1:30 p.m.</td>
<td>3401 West End, Suite 100</td>
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<td>Friday, November 21st</td>
<td>7:00 a.m. – 3:00 p.m.</td>
<td>2702 The Vanderbilt Clinic</td>
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<td>4:00 p.m. – 7:00 p.m.</td>
<td>2104 Vanderbilt Child.</td>
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<td>ALL WEEK</td>
<td>ALL DAY</td>
<td>Health Plus</td>
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<td>5 a.m. – 9 p.m. M-F</td>
<td>Atop Kensington Garage</td>
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<td>8 a.m. – 2 p.m. Sat.</td>
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<tr>
<td>Mid-Season Weigh-Ins:</td>
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<td>DATE: December 15-20th (Optional)</td>
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<td>Atop Kensington Garage</td>
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**These locations will include opportunity for a free glucose (blood sugar) screening brought in partnership with the Vanderbilt Diabetes Center.**

President Jason Hunt will send the electronic versions of the presentation today as stated by Stacey Kendrick. For more information visit [http://healthplus.vanderbilt.edu](http://healthplus.vanderbilt.edu) or call Health Plus at 343-8943.

**Feature III: Randy Smith – Executive Associate Vice Chancellor, University Central Development**

Randy first gave an overview of who we are and what we do and some of our recent history and what we see for the future. We foster and develop mutually beneficial relationships between the university and those individuals, corporations and foundations that care about it most. We provide volunteer opportunities for alumni, parents and friends to be involved in the life of the university. We partner with the undergraduate admissions on the admissions interviewing program. We involve the alumni in the planning and execution of our reunion and homecoming weekend. We raise funding for the university. I believe the work that we do serves a noble purpose in terms of making the university a strong better place. We have gone through many names changes. Our current name is Development and Alumni Relations.

Randy overseas all the development and alumni relation functions in the University Central environment and he has a counterpart-Randy Farmer for Medical Center Development. We are both currently reporting to Chancellor Zeppos. Vanderbilt is in the process of hiring a Vice Chancellor of Development and Alumni Relations who will oversee all development and alumni relations for University Central and Medical Center and we will report directly to the new Vice Chancellor.

**Shape the Future – A Campaign for Vanderbilt (as of October 31, 2008)**

Overview of Vanderbilt’s Shape the Future Campaign (started April 2003 and ends December 2010) – This includes for Medical Center and University Central. This is a campaign about people and about making Vanderbilt a better place.

Phase II: New building on the drawing board – College Halls – What happens after your positively Freshman year at The Commons. This will be a very short list of prospective donors. The donors would have to be capable of donating $5 million dollars and above. Development and Alumni Relations does not set fundraising policies. We consult with University administrators for advice on the feasibility as to what they are identifying as their fundraising priorities.
Progress:
$1,612,232,131.76 has been raised toward $1.7 billion goal
$118,400,811.10 towards $150 million bequest goal

Key Priorities
Student Scholarships and Fellowships $375 million $276.7 million pledged/given
Faculty Chairs and Support $312 million $214.1 million pledged/given
- 715,383 gifts and pledges
- 171,178 alumni and friends have given
- $76,504,668.32 in gifts and pledges under $1,000
- 97% of donors have made gifts of under $1,000

First Quarter Results (July – September)
ALL GIVING
- current fiscal year $81.7 million
- avg. of past 4 fiscal years: $27.2 million
- = 300% increase
GIVING EXCLUDING MEGA GIFTS
- current fiscal year $28.5 million
- avg. of past 4 fiscal years: $22.8 million
- = 25% increase

Scholarship Support:
- In the fall of 2009, Vanderbilt will replace all need-based undergraduate student loans with grants and scholarships.
- This applies to all new and returning undergraduates with demonstrated financial need.
- Scholarship giving through Shape the Future has already allowed Vanderbilt to reduce student debt by 17% over the last seven years.
- $100 million in new gifts for scholarship endowment will be needed to support no need-based loans initiative. ($25 million received/pledged through October 31, 2008).

New Campaign Leadership
H. Rodes Hart (alumni –BA’54) and Board of Trust member – new chair of Shape the Future campaign for the remainder of the campaign. Will work collaboratively with the campaign’s vice chair, Orrin Ingram (nephew) along with the support of Patricia Ingram Hart who supports many areas of Vanderbilt including endowing several important faculty chairs.

Q – How big of an impact with the economic downturn will have on philanthropic giving, especially at Vanderbilt.
A – We have been working with our fundraising consulting firm looking at trends across the United States. Going back to 1969, in total dollars, fundraising in the United States in all sectors has only gone down in one year. In every other year, it has increased and the
average is 2.8%. Between 1969 and 2006, fifteen of those years were classified as recession years and 9 of those years total giving in all sectors either went up or stayed flat. That won’t say that this year won’t be a difficult year and he feels it will be. The good news though, that through historical data, people continued to give and they focused on the benefits of giving rather than the economic conditions around that giving.

**Q – Can you give a percentage of what University Central has raised versus the Medical Center?**

**A –** We are each responsible for one-half of the $1.7 billion and as of October 31, 2008 of the $1.6 billion that has been raised so far, University Central has raised $938 million.

**Q – Where does this rank Vanderbilt University in fundraising efforts?**

**A –** We have been successful and will continue to be successful. In terms of the private schools on the US News & World Report, we have ranked from 17th to 19th as far as our fundraising results from one year to the next. It can be better. Our donor base does not have significantly deeper pockets to draw from like some eastern schools like Harvard, Yale, Princeton, etc.

For more information regarding the *Shape the Future* campaign as well as other fundraising activities, please visit [http://dar.vanderbilt.edu/](http://dar.vanderbilt.edu/)

**VI. Closing Statement / Adjournment**

Jason thanking all the speakers and announced that on the email meeting reminder there was a hyperlink to RSVP. He thanked Sheri DiGiovanna for setting this up and will be including the RSVP on future meeting reminders. It will help in printing name tags and making sure your name is spelled correctly as well as avoid overprinting of agenda and name tags.

The next regular meeting will be in The Commons, Multi-Purpose Room 237 on December 9, 2008.

Meeting adjourned.