



University Staff Advisory Council

Meeting Minutes
Tuesday, July 8, 2025,
1:00 PM Meeting
Tyler Hanes Commons Room 305
[Zoom Link](#)

In attendance:

Lisa Mathews-Ailsworth, Monica Booker, Amanda Boyd, Elizabeth Donaldson, Kolby Ferguson, Stephanie Fillman, Meghan Harris, Haley Hermann, Stacy Hull, Ingrid Lasrado, Iria Jones, Jennifer Lo Prete, Caitlin McBride, Mirinda McCants, Heather Mitchell, Jess Oliver, Jess Pascarelli, Wendy Sheppard, Kirstin Stacia, Maribel Street, Sara Tandy, Heidi Thompson, Julia Trachtenberg, Justin Woodson, Carole Yeatts, Mina Zatelli.

Jess Oliver called the meeting to order at 1:02 PM.

The meeting began with introductions from the new committee members, including Jess Oliver as chair, Mirinda McCants as vice chair, and Mina Zatelli as secretary-treasurer. The upcoming meeting on August 12th at the International Center will feature a speaker from SPCS and HR to discuss employee tuition remission benefits.

Chair's Report (Jess Oliver):

Updates were shared on various initiatives, including the Rethink Waste team's request for tracking shredding, tuition benefits for staff, summer excursions, and volunteering opportunities for faculty and staff.

- David Donaldson posted a link in SpiderBytes, requesting that departments across campus take a short survey on their office shredding habits.
- CCE is offering two more Summer City Excursion trips this summer, one on July 10th and another on July 15th. Transportation and lunch are included. Please look out for more information in SpiderBytes.
- The Office of Sustainability is looking for volunteers to help with gardening, removing invasive species, mulching, and more along the Eco-Corridor. Volunteer dates are

Thursday, July 10th, and Thursday, July 17th from 7:30 AM to 9:00 AM. Register [here](#) if you are interested.

Treasury Report & Approval of Meeting Minutes (Kirstin Stacia & Mina Zatelli):

- Monica Booker put forth a motion to approve meeting minutes from the June 10th meeting. Minutes were approved.
- Kirstin Stacia – The budget of \$5875 was spent in FY25. FY26 will start with a carryover of expenses as follows: \$10 for the price differential of the women’s season basketball tickets (price increased from \$70 to \$80), and a swag order of \$852.50. The total expenditure for FY26 to date is \$862.50, carried over from FY25. The carryover is a result of price increases for swag and a doubling of the headcount from the end-of-year luncheon. USAC is incredibly thankful for the amazing turnout!

. Reports from Committees and Liaisons

- There were no updates from the Faculty Senate, Campus Plan, Plan Involvement Team, Communications, Elections & Planning, and Priorities committees.
- Benefits Committee (Jess Oliver) – updated benefit information will be shared prior to open enrollment.
- The Food Service Involvement Team (Amanda Boyd) - hosted approximately 6 staff members at Tyler’s Grill to discuss HR trainings, TIAA, encourage staff to use the “Motivate Me” app, and schedule doctors’ appointments.
- Events & Engagement Committee (Justin Woodson & Mina Zatelli) – Mina Zatelli is working with Carrie Ludovico in the Library to tour the newly renovated library and the 8:15 café. We hope to schedule a tour for the second week of August.

Web Submissions (Mirinda McCants)

The meeting discussed concerns about Health Equity's requirement to use their mobile app for logging into online accounts starting fall 2025. HR clarified that while the app offers fingerprint, facial recognition, or PIN login, members who prefer not to use mobile apps or lack smartphones will be able to authenticate using a web-based passkey system. A staff member raised concerns about the app's navigability for those with poor eyesight and the difficulty of managing receipts on mobile devices.