**UNIVERSITY STAFF ADVISORY COUNCIL**

**MEETING MINUTES**

July 13, 2021 - Zoom

**Members Present:** Katy Olney (Chair), Kaylin Tingle (Secretary/Treasurer), Taylor McNeilly (Vice Chair), Susan Sokolsky, Pat Coleman, Jeff Smith, Brianne Meagher, Rachel Weinberg-Rue, Mike LaRue, Cindy Smith, Frances Dickerson-King, Abby Roberts, Carolyn Smart, Mitch Alters, Ashelle Brown, Kourtney Ennis, Cassie Price, Bill Galaspie, Fred Hagemeister

**Non-Voting Attendees:** Mark Stanton

**Members Absent:** Jamie Lynn Haskins, Craig Buchbinder

**Non-Voting Absent:** Carl Sorenson

Katy Olney, chair, called the Council meeting to order at 1:02 p.m.

Katy Olney introduced the 2021-2022 Executive Committee and reviewed zoom etiquette. Kaylin Tingle facilitated an ice breaker with participants.

**P&P Nomination Videos**

Attendees reviewed videos for nominees David Donaldson & Michael Torquato.

**Committees and Liaison Updates**

2021-2022 USAC Subcommittee placements will take place in August.

**Communications Committee**

Bracket Challenge - The USAC/URWell Employee Social Media Bracket Challenge is ongoing. Many staff appreciation events in the new Well-Being Center have taken place throughout June and July, such as Yoga for Resilience, Crystal Meditation, free samples at Organic Krush, and a food demo in the Demonstration Kitchen. Thanks to our on- and off-campus partners including URWell, Health Promotion, Dining Services, Martha Wright and Morgan Howell for helping us make these staff appreciation programs successful! We continue to invite folks to follow USAC’s social media (Instagram - [@urichmond_usac and Facebook – facebook.com/richmondusac) for updates. All new follows, likes, comments, and engagements will be entered for raffle prizes at the end of the bracket challenge!

**Elections Committee**

No updates.

**Engagement Committee**

No updates.

**Faculty Senate Liaison to USAC**

No updates.

**Plant Involvement Team**

No updates.
Foodservice Involvement Group
No updates.

Budget Review, Kaylin Tingle

Initial Budget: $5,875
Expenditure YTD: $0
Balance: $5,875
Expenses: $0
Expected Expenses: $0

Gallery Comments:
Paul Sandman spoke in support of Michael Torquato, P&P candidate.

Closed Session:
The Council entered closed session at 1:33pm

P&P Vote
USAC voted Michael Torquato as P&P representative.

Goals
USAC approved the proposed goals for 2021-2022, which will be sent to University administration for final approval. The 2021-2022 proposed goals are:

1. Continue to highlight, support, and encourage diversity, equity, and inclusion in university staff activities, including USAC meetings and other USAC-run events.
2. Actively engage university staff in professional development opportunities both during and outside of USAC meetings.
3. Continue to connect upper administration and staff voices to support active, two-way communication and knowledge sharing.

Proposed Bylaws Updates

Robert’s Rules of Order
USAC voted to amend the use of Robert’s Rules of Order in the bylaws. USAC Executive Committee will propose an amended version of Robert’s Rules of Order in the August meeting.

Pronoun amendment
USAC Executive Committee proposed amending pronouns throughout the bylaws to be more inclusive, changing all references to “he/she” to “they”.

Remove Ex-Officio Member
USAC Executive Committee proposed removing the Ex-Officio Member “Manager of Events and Property Services,” a role that is not currently filled and was not in the 2020-2021 year, from the bylaws. USAC approved this amendment.

Web Submissions, Taylor McNeilly
A summary of web submissions can be found on the USAC website.

Katy Olney adjourned the meeting at 3:01pm.
The next meeting will be held Tuesday, Aug. 10, 1pm-3pm, via Zoom.

Respectfully submitted, Kaylin Tingle, Secretary/Treasurer