

**UNIVERSITY STAFF ADVISORY COUNCIL
MEETING MINUTES**

May 12, 2020 – 1-3 p.m. – Virtual Meeting via Zoom

Members Present: Michele Bedsaul, Ashelle Brown, Meriwether Gilmore, Priscilla Green, Rosanne Ibanez, John Jacobs, Josh Jeffreys, Allison Johnson, Rhonda Lambert (secretary/treasurer), Alison McCormick, Joe Minick, Nick Minnix, Jennifer O'Donnell, Paul Sandman, Beth Simms, Travis Smith (vice chair), Mark Stanton, Richard Thomas, Mike Torquato, Allie Ware, Jessica Washington, and Melody Wilson (chair)

Non-Voting Attendees: Wendy Burchard (ex-officio), Mary Finley-Brook (faculty liaison) and Carl Sorensen

Members Absent: None

Non-Voting Absent: None

Melody Wilson, Chair, called the Council meeting to order at 1:02 p.m.

Guest Speaker

Jasmonn Coleman, Associate Athletic Director for Development, presented on his first year experience serving on the Planning and Priorities Committee.

USAC Member Presentation

In an effort to better understand areas across campus, council members will have a chance to provide brief 5-10 minute presentations on their respective division/department or job responsibilities during USAC meetings for the remainder of the 2019-20 term. Rosanne Ibanez presented on her role in as Assistant Director of Admission in the T.C. Williams Law School.

Department Updates and Announcements

Spiders in the Know will take place virtually on Friday 5/22. There is limited space for a maximum of 1,000 employees to participate. We will hear from President Crutcher, Dave Hale, Jeff Legro and Shannon Sinclair. Questions/comments can be submitted through the web page through Tuesday 5/19. A recording will be posted on the HR webpage after the event.

Budget Review, Rhonda Lambert

Initial Budget: \$5,875

Expenditures YTD: \$114 (new council member nametags)
\$64.50 (mentorship meeting)
\$200 (photography session)
\$430.25 (USAC 20th anniversary celebration)
\$2,508.00 (spring faculty/staff mixer)
\$126.35 (photo board display)
\$334.00 (SimplyVoting.com)

Remaining Balance: \$2,097.90

Expected expenses: \$230 (September boxed lunches)
\$220 (mentor meetings)

Committees and Liaisons Updates

Communications Committee: Alison McCormick (Chair), Michele Bedsaul, Ashelle Brown, Rosanne Ibanez, John Jacobs, Rhonda Lambert, Paul Sandman

Nothing to report.

Elections Committee: Nick Minnix (Chair), Josh Jeffreys, Joseph Minick, Beth Simms, Michael Torquato, Allie Ware

General council voting will end on Friday 5/15. Please remind everyone to vote!

Five candidates provided recorded statements for their nomination to Planning and Priorities Committee.

Engagement Committee: Meriwether Gilmore (Chair), Priscilla Greene, Allison Olivia Johnson, Jennifer O'Donnell, Mark Stanton, Richard Thomas, Jessica Washington, Melody Wilson

Patrick Benner needs volunteers for move-out monitoring over the next few weeks.

Faculty Senate Liaison to USAC, Mary Finley-Brooke

Nothing to report.

Foodservice Involvement Group, Richard Thomas

Employees continue to be anxious about COVID-19. Approximately 28 students remain on campus.

Plant Involvement Team, Paul Sandman

Nothing to report.

Gallery Comments

There were no gallery comments.

Closed Session

The Council entered closed session at 2:18 p.m.

Council voted on the P&P nominations via a Zoom poll after the nominee statement presentations. Rob Andrejewski was elected to serve as the 2020-23 staff representative.

Kristjen Lundberg presented part two on implicit bias training.

Web Submissions, Travis Smith

No new web submissions were received for the May meeting.

Rhonda Lambert moved to adjourn the meeting. The motion was seconded by Nick Minnix. Melody Wilson adjourned the meeting at 3:08 p.m.

The next meeting will be on Tuesday, June 9, 2020 virtually via Zoom.

Respectfully submitted, Rhonda Lambert, Secretary/Treasurer