Members Present: Katy Olney (Chair), Kaylin Tingle (Secretary/Treasurer), Taylor McNeilly (Vice Chair), Mike LaRue, Craig Buchbinder, Paul Just, John Srofe, Brianne Meagher, Carolyn Smart, Susan Sokolsky, Bill Galaspie, Fred Hagemeister, Rachel Weinburg-Rue, Kourtney Ennis, Ashelle Brown, Abby Roberts, Cindy Smith, Jamie Lynn Haskins, Cassie Price, Frances Dickerson-King, Pat Coleman

Non-Voting Attendees: Mark Stanton, Carl Sorenson, Mary Finley-Brook

Members Absent: Jeff Smith

Non-Voting Absent:

Katy Olney, chair, called the Council meeting to order at 1:00 p.m.

Updates on Institutional History Work, Dr. Amy Howard

1. Burial Ground Memorialization – continued relationship building with possible descendant communities. Approximately 80 possible descendent community members have visited burial ground over last several months. Descendent community consultant – Mrs. Brenda Dabney Nichols – led pilgrimages followed reflection and debrief conversations with these community members about design with some committee members and design consultant.
   a. Next steps – additional conversations for the campus and descendant communities to be held in October and November to share thoughts on design concepts of the memorial. Visit https://equity.richmond.edu/inclusive-history/next-steps/index.html to register for these sessions.

2. Naming Principles Commission – offering listening sessions with stakeholders this fall. Temporary signs have been placed next to Mitchell-Freeman and Ryland building signs directing community members to feedback page - https://president.richmond.edu/university/naming-principles/contact.html. Gallup survey will be opening in early October – all faculty, staff, students, and alum strongly encouraged to participate.
   a. A recording of Sept. 10, 2021 event, “When the Past is Present: Perspectives on Campus Naming and Memorializing University History can be found at https://president.richmond.edu/university/naming-principles/events/index.html

3. Research on Robert Ryland & commemoration of enslaved people – some of the names and stories of enslaved people who were hired out by Richmond College have been uncovered, but some have not. To learn more about research on Robert Ryland and complicity in enslavement visit https://equity.richmond.edu/inclusive-history/ryland/index.html. A temporary large banner will soon be placed in the entryway of Ryland Hall that centers the names of the enslaved people that have been uncovered. In Spring, a group will be formed to get input from community on how best to commemorate those that Robert Ryland enslaved and Richmond College hired out to labor for the college.
   a. It is important to understand the different histories of the burial ground and those enslaved by Robert Ryland. Those in the burial ground were enslaved by plantation owners that preceded the University of Richmond – there are more robust historical records that have enabled us to have a richer history and better opportunities to locate
possible descendants. Those enslaved by Robert Ryland and hired out by Richmond College don’t have the same genealogical information available to locate descendants in the same way based on historical records we have found at this time, so this commemoration and related processes will necessarily be different.

Dr. Howard encouraged members of the community to reach out with any additional questions or comments about this information and other inclusion efforts – amy.howard@richmond.edu

2021-2022 Goal Review, Katy Olney

1. Continue to highlight, support, and encourage diversity, equity, and inclusion in university staff experiences, including USAC meetings and events.
2. Actively engage university staff in professional development opportunities both during and outside of USAC meetings that encourage staff to connect and showcase their expertise for the campus community as well as better their performance in the workplace.
3. Continue to support active, two-way communication and knowledge sharing with upper administration while increasing staff representation and voices in University decisions that impact staff.

New USAC Members
USAC welcomes new members Paul Just (Facilities Seat, 2020-2023) and John Srofe (Athletics Divisional Seat, 2020-2023). Welcome, and THANK YOU to our Elections Committee for taking the lead on these elections!

Committee Updates

Communications Committee Kourtney Ennis (chair), Kaylin Tingle, Jamie Lynn Haskins, Pat Coleman, Abby Roberts, Mike LaRue
Focus on bettering on communications among USAC and with larger campus community. Communications Committee will do an audit of our website after site transitions to new format. Any additional ideas/thoughts about website updates can be shared with Kourtney Ennis. Additional focus on engaging using social media.

Elections Committee, Fred Hagemeister (chair), Taylor McNeilly, Carolyn Smart, Craig Buchbinder, Jeff Smith, Ashelle Brown
Successfully ran elections to get Athletics and Facilities seats filled.

Volunteer & Engagement Committee, Susan Sokolsky (chair), Katy Olney, Bill Galaspie, Cassie Price, Rachel Weinberg-Rue, Frances Dickerson-King, Cindy Smith
Looking for opportunities for outreach. Also pricing out giveaway items for all staff. Updating photo board for outreach events.

Faculty Senate Liaison, Brianne Meagher
Nothing to report, first meeting of semester Sept. 24.

Faculty Senate liaison to USAC, Mary Finley-Brook
No updates to report.

PIT, Pat Coleman
No updates to report.

FSIG, Mike LaRue
No updates to report.

**Budget Review, Kaylin Tingle**

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

**Gallery Comments:**
A gallery member asked about flu shots for staff and faculty. At the time of the meeting these had not yet been scheduled but since have been announced for:
- Wednesday, Sept. 29, 12pm-4pm, Well-Being Center Mind-Body Studio (#W302)
- Friday, Oct. 1, 9am-1pm, Well-Being Center 3rd Floor Group Room (#W400)

Flu shots for staff and faculty are free and available on a walk-up basis (no appointments necessary) while supplies last. Please print and complete the informed consent form - [https://hr.richmond.edu/benefits/common/flu-shot-consent.pdf](https://hr.richmond.edu/benefits/common/flu-shot-consent.pdf) - and bring this with you along with your health insurance card.

**Closed Session:**
The Council entered closed session at 1:30pm

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

Katy Olney adjourned the meeting at 2:58pm.

The next meeting will be held Tuesday, Oct. 12, 1pm-3pm, via Zoom.

*Respectfully submitted, Kaylin Tingle, Secretary/Treasurer*