October 13 Meeting Notes

Call to Order

The meeting was called to order, and members were asked to pass the attendance sheet and provide their names through the chat for attendance purposes.

Guest Speaker: Melissa Falk AVP & Dean of Admission

Melissa Falk provided an overview of the challenges facing higher education, including the anticipated enrollment cliff, and highlighted the ways in which the University of Richmond differs from many peer institutions. She reviewed the admissions landscape, examining the size of the prospective student pool, the enrollment process, and the steps students must complete before officially joining the Richmond community. Melissa emphasized the importance of aligning the campus experience with the expectations established by Admissions. Staff members were encouraged to create a relentlessly welcoming environment by identifying and engaging with new Spiders, offering assistance, sharing helpful insider knowledge, and being mindful of the timing and accessibility of campus events.

USAC Business

Due to a limited meeting schedule, members were asked to keep reports brief. Any unfinished business will be carried forward to the November meeting.

Committee Reports

- Faculty Senate: discussions focusing on enrollment and employee benefits.
- Planning & Priorities: benefits-related discussions.
- Benefits Committee: exploring a potential new healthcare option- would not change the available plans; Jacqueline will provide updates as available.
- Plant Involvement Team: scooter and campus walkability concerns.
- Upcoming Events
- Bylaws updates, to be reviewed in January meeting.

Planning & Priorities Assignments

USAC leadership thanked representatives for submitting nominee recommendations and helping communicate opportunities within their respective areas.

Upcoming Events and Announcements

- October 27, 2026: SpiderBites lunch
- November 10, 2026: Next USAC meeting.

- November 16, 2026: Senior Leadership Breakfast, 8:30 a.m.–10:00 a.m., Richmond Room.
- November 17, 2026: Harnett Museum Tour, 12:00 p.m., Modlin Center.

Looking Ahead: December - Dr. Monica Smith; January - bylaw revisions due; February - speaker TBD; March - Spring Senior Leadership Breakfast and elections.

Guest Speaker: Paulette Giambalvo, Director, Benefits and Employee Well-Being

Paulette Giambalvo presented information regarding Open Enrollment. Plan choices, providers, and pharmacy partners remain unchanged, though costs have increased. Resources reviewed included the Sydney Health app, Family Advocate services, the Employee Assistance Program (EAP), FSA and HSA options, eligibility requirements, and Workday enrollment. Open Enrollment runs November 2–13, 2026.

Adjournment

The meeting concluded with reminders about upcoming events and the next USAC meeting scheduled for November 10, 2026.