Meeting was called to order by Adrienne Piazza at 1:03 p.m.

Members present: John Butt, Tracy Cassalia, Carrie Caumont, Molly Field, Andy Gurka, Denise Johnston, Crista LaPrade, Lindsey Love, Keith Mitchell, Adrienne Piazza, Martha Pittaway, Cheryl Poston, Nancy Propst, Jerry Robinson, Sadie Simmons, Michael Torquato, and Blake Widdowson. Ex-officio members David Curtis and Carl Sorenson were also present.

Members absent: Bill Chappell, Denard Hall, Paul Witten, and Maya Vincelli

Welcome

Adrienne Piazza welcomed Council to the meeting and gave a brief overview of the agenda.

Announcements

Adrienne read a SpiderByte announcement on behalf of Katybeth Lee, Office of Alumni & Career Services, about Undergraduate Summer Fellowships.

“The course of our students’ lives is increasingly being shaped by what they learn and do in the summers, whether in a lab or a library, in an office or in the field. The UR Summer Fellowships program will allow undergraduate students to take on the responsibilities of a challenging unpaid internship or spend a summer conducting research side-by-side with a faculty member. This year, students can find information about all seven programs at http://www.richmond.edu/summer-fellowships/, apply through a common portal, and access more funds for summer fellowships than ever before.

Please encourage students with whom you work to consider applying to the programs that match their interests. If you would like to learn more, you are invited to attend a lunch information session on Jan. 16 (12-1 p.m.) or 17 (12-1 p.m.) in the dining hall. R.S.V.P. to Katybeth Lee (klee3@richmond.edu) by Jan. 15.”

Lindsey Love asked for volunteers for the upcoming USAC election process. Towards the end of March, volunteers will be needed to follow up with those who have been nominated to verify that they accept the nomination. Towards the end of April, volunteers will be needed to assist staff with casting their vote at various voting stations.

Jerry Robinson invited everyone to attend the University of Richmond 2013 Business Opportunity Expo hosted by the Office of Procurement and Strategic Sourcing, which will showcase locally owned businesses. The expo will be held on Friday, January 11 between 1 and 4:00 p.m. Refreshments will be served and a raffle will be held for an Apple iPad or a Kindle Fire and other prizes.

Web submission review

Andy Gurka briefly reviewed the web submission received in January. The web submission and response may be found on the last page of the minutes.
Revisiting the discussion from December meeting “Developing a culture of appreciation”

Andy Gurka and Molly Field shared the latest page addition to the USAC website, called “Did You Know,” which showcases businesses that may offer discounts to UR faculty and staff. Council reviewed the website and made a couple minor editing suggestions.

The Council brainstormed several different ideas regarding the development of a culture of appreciation. While the discussion was robust, no resolutions were made at this time. The working group will continue to explore some options and the Council will discuss it again at a later date.

Civic and Community Engagement: Presentation and Discussion

Adrienne briefly reviewed the portion of the Richmond Promise that pertains to community engagement and shared the new CCE website with the Council. Tracy Cassalia shared a little bit about her experience volunteering at John Marshall High School as a health educator for seniors who are college bound.

Council discussed USAC’s role in community engagement and brainstormed several ideas on how to get the word out about community engagement opportunities. Council decided to participate in the “Relay for Life” program that happens in March as one way to engage with the community. Additionally, Adrienne shared with Council some information about the “Hands On Greater Richmond” program and specifically, there is a “Hands On” event that typically happens in October. Council will continue to think about ways to get USAC and UR staff involved in community efforts. In the meantime, Adrienne offered to work with her constituents to find ways to communicate community engagement opportunities to staff.

Committee Updates and Work Time

Sub committees and working groups used the remaining time to meet.

Meeting adjourned at 2:36 p.m.

The next meeting will be held on Tuesday, February 12, 2013 in Tyler Haynes Commons, Room 305

Respectfully submitted,

Cheryl Poston, Recording Secretary
Submitted: January 7, 2013
“Any chance we could have a ‘getting and staying healthy’ affinity group? I am constantly looking for tips, recipes, encouragement, fun workouts, etc., etc. I don't know if this is possible or not, but I would attend! I already exercise and try to eat right, but it’s a constant battle and meeting once a month would be so helpful! Thanks.”

Action Taken: January 8, 2013 – This submission has been forwarded the staff involvement subcommittee who will explore the possibilities and options.