

VANDERBILT UNIVERSITY

NASHVILLE, TENNESSEE 37240

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Staff Advisory Council • 110 Alumni Hall • Phone 322-2750 • Fax 343-6865

Francene Gilmer, President

November 8, 1994

8:30 a.m

Rand Dining Hall

Members present: Francene Gilmer, Bill Corbin, Marsha Patterson, Janie White, James Taylor, Mary Holloran, Amy Jarvis, Oscar Cole, Jr., Sandra Uti, Cindy Miller, Michelle Bell, Ruby Fisher, Brent Tener, Brenda McKee, Tee Mager, Leslie Boone, Kathy McTiernan, Donna Smith, Dianne Eberhard, Susan Davis, Zora Oatley, Jo Bilyeu, Robert Halliburton, William Longwell, Elizabeth Cermak, Susan Pudlo, Jaclynn Dunkle, Sue King, Vi Prosser, Lynda Wyatt, Susan Slay, Derrick Gragg, Katie Sue Ford, David Greenlee, Sandy Winters, Jamie Lawson, Lera Douglas, Virginia Featherston, Lyle Lankford, Tracy Crouch, Karen Cunningham

The opening of the Staff Council meeting began with a reading from the book Apples of Gold. From the chapter, Joy. .."There is nothing more beautiful than a rainbow, but it takes both rain and sunshine to make a rainbow. If life is to be rounded and many-colored like the rainbow, both joy and sorrow must come to it. Those who have never known anything but prosperity and pleasure become hard and shallow, but those whose prosperity has been mixed with adversity become kind and gracious."

The meeting was called order by Francene Gilmer, President. Members were welcomed, especially the new Medical Center Staff Council Liaison, Jennifer Sadler. The minutes of the October 11, 1994 meeting were approved.

Old business included the following items:

- collection of "Make A Difference Day" fonnns
- collection of topics of interests for Chancellor Wyatt to address at our December meeting
- mention of a letter to Ms. Jane Bf'.lce recommending the development of a booklet describing all benefits for maternity leave

Our guest speaker was Ms. Brenda Gilmore, Director of Station B Post Office. Her presentation focused on the operation and procedures of Vanderbilt University Mail Services. Two booklets, Mail Services Mailing Manual and Mail Services, A Day of Dialogue... A Continuation, were referenced. Ms. Gilmore shared that Mail Services continually strives to meet the needs of the community. Almost two million pieces of mail are handled by sixteen employees. There are fifty- six pick-up and delivery stops made twice a day. The average daily work load is 50,000 pieces of mail. Distribution is flrst in -flrSt out, with priority and flrSt class mail receiving priority service. She welcomes comments and suggestions about mail services. Members of the Staff Council made suggestions and complimented Ms. Gilmore and her staff for the outstanding services provided to us.

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New business proceeded with the selection of Council members to the University Traffic and Parking Committee (a three year term) and the selection of the Medical Center Staff Advisory Council Liaison (one-year term). The University Council representatives on Traffic and Parking are Karen Cunningham, Jo Bilyeu, Brent Tener, Mark Petty, Kurt Brobeck and Mary Ann Vamey. The Medical Center Staff Advisory Council Liaison is Cindy C. Miller.

Bill Corbin reponed on November Executive Council meeting. Traffic and parking concerns and the letter to be submitted to Jane Bruce were discussed. Submission of issues to the Executive Council were encouraged so that speakers could be contacted and lined up to address the Council. The next meeting will be December 8 in the Student Financial Aid Conference Room.


Brent Tener reported on the November 1 Traffic and Parking Committee meeting. The Wesley Hall Parking Garage will be completed late spring. Open discussion was directed to the cost and ridership of the shuttle. A motion was made and seconded that the Council would like the Traffic and Parking Committee to explore funding alternatives for the shuttle. Comments and suggestions from staff members can be directed to Brent, other members of the Traffic and Parking Committee, F. Clark Williams or Jane Cleveland.

Announcements included:


- * Karen Dolan's new assignment to the Engineering Department
- * Susie Archer's resignation from the University to become the Dean of Admissions and Records at the big school with bright colors in Knoxville, Tennessee
- * Sympathy was extended to Janet Thomason for a death in her family.
- * The **December 13** Staff Council meeting will convene in **Branscomb South Dining Hall** beginning at **8:15** with refreshments, call to order at 8:30 and Chancellor Wyatt speaking at 9:00 a.m.

The meeting was adjourned at 10: 15a..m.

Respectfully submitted,



Vi Prosser, Secre~



Francene Gilmer, President