

**Minutes, Tuesday, August 10th, 2010**Commons Center 2<sup>nd</sup> floor multi-purpose room**ATTENDANCE:****Present**

Barnett, Lora  
Bogges-Korekach, Nancy  
Boyd, Barbara  
Bransford, Chris  
Brassil, John  
Brooks, Deborah  
Carlen, Amanda  
Chapman, Angela  
Chilando, Stacy  
Corley, Melanie  
Daws, Kathy  
Dean, Mary Ann  
DiGiovanna, Sheri  
Dixon, Michele  
Ercelawn, Ann  
Formont, Jamie  
Frangenberg, Pamela  
Hayes, Elaine  
Hiltz, Shirley  
Holcroft, Nancy  
Johnson, Dean  
Kendrick, Stacey  
Kiely, Kay  
King, Sue  
Kovash, Michelle  
Latham, Vickie  
Lehman, Lara Beth  
Martin, Ashley  
Maxwell, Leslie  
McCleary, Meghan  
McLeod, Laura  
McMeen, Ben  
Moore, Kenny  
Pickert, Don  
Pring, Michael  
Pruitt, Don  
Rhodes, Kathy  
Richter, Andy  
Sheldon, Brenda  
Smith, Donna  
Smith, Susanne  
Soren, Carol  
Stanard, Ray  
Steward, Dan  
Street, JJ  
Stuart, Kate  
Swails-Wenger, Jennifer  
Thomas, Anna  
Trenary, Carlos  
Vincz, Janiece  
Walker, Bryon  
Wall, Andrea  
Watson-Weinzetl, Myrna  
Whaley, Elizabeth  
Whatley, Luci  
White, Lolita  
Whitlow, Cathy  
Wilson, Cliff  
Frantz, Sandie

**Sent Regrets**

Armstrong, Terri  
Bell, Nate  
Johnson, Faye  
Koval, Kristin  
McCurry, Barry  
McGrath, Jason  
Owens, Ann Marie  
Palmer, Dave  
Patterson, JoAnn  
Roberts, Janet  
Templeton, Barry  
Thomason, Angela  
Van Buskirk, Chris  
Williams, Tara

**Absent**

Amos, Stan  
Bailey, Bill  
Boglin, Harriett  
Case, Polly  
Collins, Greg  
Dubois, Daniel  
Franklin, Keith  
Jackson, John  
Jones, Eric  
Kelley, Rebecca  
Lang, Melanie  
McClure, Cheryl  
Peach, John  
Pepper, Ronnie  
Renshaw, Grace  
Reynolds-Barnes, Deborah  
Smeltzer, Mike  
Strohl, Sandy  
Tucker, Phillip  
Watts, Katie  
Williams, Tara

**Guest/Visitors:** Jane Bruce, Cliff Joyner, and Melissa Wocher

**Speakers:** Matt Hall, Assoc. Vice Chancellor for ITS

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8:00 a.m. Coffee

8:30 a.m. President Daniel Dubois called the meeting to order.

**MINUTES:** The minutes of the June meeting were unanimously approved.

## **OLD BUSINESS**

- A 2<sup>nd</sup> Reading of the Recommendation to Amend the Bereavement Policy was conducted and the floor was opened to explanation and discussion. Andy Richter also welcomed new members. A motion was made and seconded and the recommendation was unanimously passed.
- A 2<sup>nd</sup> Reading of the Recommendation to make new hire orientation mandatory was conducted and the floor opened to explanation and discussion. In studying the grievances, most were tied back to the fact that the employee has not attended orientation. Currently, it is optional. Melissa offered an amendment to the recommendation that we make it clear that this recommendation is for staff, faculty are exempt. There is a separate faculty orientation. A motion was made to amend the recommendation and the recommendation as amended was unanimously passed.

## **COMMITTEE REPORTS**

**Membership:** Anna Thomas CO-Chair. A Standing Committee sign-up sheet was distributed to members and all members were encouraged to sign up for a committee if they have not already done so.

**Events:** Andrea Wall CO-Chair announced that we will be getting information on the November blood drive at our next meeting.

**Communication:** Carlos Trenary reported that several of the groups are lacking list managers. The Communications Committee will be sending out an email to ask for volunteers to manage those lists.

**Rules and Administration:** No report.

**Staff Life:** Andy Richter reported that the Staff Life Committee met in late July and began working on several items. The by-laws charge them to send out a survey to all staff so we should be expecting that to come out soon. The committee can use additional help so he encouraged members to join staff life. Send email to [andy.richter@vanderbilt.edu](mailto:andy.richter@vanderbilt.edu) if interested.

## **UNIVERSITY STANDING COMMITTEES**

**Benefits Committee:** No report.

**Traffic Committee:** No report.

**Athletics:** No report.

**MCSAC:** No report.

## **NEW BUSINESS**

**8:45 a.m. USAC**

Midori Locket is unable to be here so Daniel spoke on her behalf asking for volunteers for Tailgate, Sat, Sept 4<sup>th</sup>, for the home opener against Northwestern. The game is at 6:30 PM; tailgate is 3:30 at intramural field. Volunteers are needed to distribute tickets and check ids. Email [madori.locket@vanderbilt.edu](mailto:madori.locket@vanderbilt.edu) for additional information.

Everyone should have received an invitation for the Chancellor's Reception next Wednesday, 6 pm at the University Residence. This year they are combining the USAC and the MCSAC so we are not asked to bring a guest.

Daniel thanked the new member orientation volunteers. One of the goals stemming from the New Member Orientation was How USCAC can be more of a lynch pin, and raise its stature and prominence among VU? We need to be more self promoting, do more PR. To that end, each representative should have received his/her constituent list and instructions on how to use the email list created for each representative to communicate with his/her constituents - to push info to them and keep them advised as their representative. In the following week, Daniel will likewise email the constituents (and we will be copied) to let them know who their representative is. This is to facilitate the flow of information.

Q: How up to date is the list you sent? A: We do not manage the list. It comes from HR. The list was from before June.

Q: Do you want us to edit the list? A: The email list is automatically populated with people who leave so if you use your list, it will be current.

Daniel reminded representatives that the USAC meetings are not closed. Members should feel free to bring a guest. If you cannot attend, please tell us who will be there on your behalf.

Shaiya Baer and Whitney Weeks are working to increase volunteerism among the staff. The Volunteerism Policy is yet to be determined. They will be asking USAC for information so you can expect to receive a survey of 8-10 questions from them to explore what we are doing individually and as a group.

VP Kenney Moore announced that first year students return on the 21<sup>st</sup> and this Friday the 13th, they will be stuffing 1500-1600 bags and need volunteers. You can work any time between 8 – noon. He will serve hamburgers, veggie burgers, and hot dogs. Please email [Kenny.moore@vanderbilt.edu](mailto:Kenny.moore@vanderbilt.edu) if interested. Kenny will grill out on loading dock and stuffing will be inside the commons. The request is for USAC members, not for constituents, as there is limited space.

## GUEST SPEAKERS

Today's speaker was introduced by Daniel DuBois: Matthew Jett Hall is the Associate Vice Chancellor for Information Technology Services, Associate Chief Information Architect for Enterprise Infrastructure, Assoc. Professor of the Practice of Computer Science, and a Faculty Fellow in the English department at Vanderbilt University. Matt serves on AT&T, Sprint, and Google advisory boards. He also remains an active reserve deputy sheriff in the Williamson County Sheriff's Office Patrol Division.

### 8:50 a.m. Matt Hall, Assoc. Vice Chancellor for ITS

Matt Hall gave a presentation regarding Information Technology Services (ITS) focus on social media, the context in which we engage in free speech, entitled, "Who is Watching?" A copy of his presentation can be found on the [USAC website](http://www.vanderbilt.edu/usac/meeting%20resources/Who_is_watching_facebook.pptx) USAC website at:

[http://www.vanderbilt.edu/usac/meeting%20resources/Who\\_is\\_watching\\_facebook.pptx](http://www.vanderbilt.edu/usac/meeting%20resources/Who_is_watching_facebook.pptx)

Some highlights and tidbits include:

- Vanderbilt community hits Google as #1 website destination. In March, we had 79 M Facebook hits, 40-50 m were staff.
- If you send a picture, computer forensic professionals can capture where you took the picture – the exact GPS location.
- Self disclosure is important to be aware of, nothing is private on the internet
- Up to the year 2003, we had distinct professional and personal lives but because of technology infrastructure, the "consumerization" of technology, there is more overlap of the two. We want and use the same tools at work as we have at home. But there is a consequence of using them in workplace. Today's practice is a culture of sharing. We disclose everything and disclosures become "broadcasting" once we have over 150 "friends" in a social networking site. The Dunbar number in sociology notes that sustainable social relationships can only happen with 6 or 7 people in your life (and at the edges are 150 people). Past that number, it's a broadcast mode.
- Reputation is what "they" think about you and your organization. Your personal actions online reflect back on your organization. Reputations come from social interactions, professional interactions, rating systems, out of context info, people with varied backgrounds and interest, search engines, etc. Keep in mind that reputations matter in your personal life and professional life.
- Facebook has 500 Million participants, which is greater than the population of the US!
- Can we assume we have the right to publish without any repercussion (due to free speech)? Disclose all you want, but understand that when you do, you are a catalyst to turning the eyes of the world onto yourself and the world may find fault in something you've done.
- Bloggers, twitterers beware that its not always clear who owns what you post. For ex, if VU paid for the phone and the trip and you post the pictures, who owns the posting? Be careful what you disclose. Maintain confidentiality and reputation.
- Should I have an expectation of privacy? No. Forensics can get information from a laptop you thought you'd had wiped clean. And, has the legal right to show you anything on that pc: it may not be appropriate to show anything on it, but it is not illegal. So, be careful how you dispose of your computer.
- Sometimes you have to censor your friends from HS. Are employers interested in this type of disclosure? From time to time, they are.
- ITS recently learned that we netport/transport (email) 200 gigs a day with export control countries.

Free advice:

Be cognizant of the reality  
First Amendment  
Manage your personal on-line reputation

Know our VU Policy

AUP  
HR-25  
Social Media Toolkit

Don't download Facebook apps on VU computers.

Matt opened the floor to questions:

Q: When we want to get rid of a computer, what do we do?

A: There are "dried wipe" tools available such as Dband, which is free – to use before you give machine to a graveyard. It will erase it. Zero it out. You need a high level partition erase, have to wipe at the bit level. Doesn't work on MAC, an apple recovery disk is needed.

Q If you are on one of these sites, can you successfully delete your page, stuff?

A: You can get rid of it, but it's still there. Internet archives are still active. Any photo you put in Facebook, Facebook owns it.

**9:40 a.m.** The meeting was adjourned.

The next meeting will be in Commons Center 2<sup>nd</sup> floor multi-purpose room on Tuesday, September 14<sup>th</sup>, 2010.

Minutes of previous meetings and other USAC information may be found at [www.vanderbilt.edu/usac](http://www.vanderbilt.edu/usac)