Employee Relations Council Meeting
Minutes
April 09, 2014

I. Welcome and Introduction – (Phil Bright)

Sherry Shanklin  Administration
Sherry Argo  Administration
Marsha Davis  Administration
Leanne Perry  Administration
Debra Hunter  Brehm Hall, EPS Bldg. Fine Arts & UTM Farm
Amanda Broussard  Child Care Center, Elam Center, Fieldhouse, Football & Student Life
Phyllis Hammer  Child Care Center, Elam Center, Fieldhouse, Football & Student Life
Tenna Bynum  Business Admin, McCombs, Reed Center and Sociology Bldg.,
Susan Lemond  Business Admin, McCombs, Reed Center and Sociology Bldg.,
Stephanie Butler  Extended Campus and Online Studies & Gooch Hall
Sheila Burlison  Extended Campus and Online Studies & Gooch Hall
Susan Waterfield  Governor’s School, Student Success, Healthy Start, Humanities
Tim Nipp  Maintenance Center
Traci Stewart  Building Services & Physical Plant Administration
Teresa Hibbard  Housing
Karen Elmore  Library
Vickie Stout  ITS
Benny Quintero  Custodial Services
Emily Powers  Public Safety
Gail Stephens  Equity and Diversity
Julio Freire  Athletics Director
Dorothy Hauhe  Information
Phil Bright  Human Resources
Vicky Pflueger  Business Affairs
Nancy Yarbrough  Finance and Administration/Interim Vice Chancellor
Dr. Rakes  Chancellor

II. 2014-2015 ERC Representative’s

ERC Athletics Board Representative-Karen Elmore
ERC Equity and Diversity Advisory Council Representative- Phyllis Hammer
ERC Sustainable Financial Model Committee-Tammy Hall

III. Christmas Breakfast Representative

2014-2015 Christmas Breakfast Chair- Tenna Bynum
2014-2015 Christmas Breakfast Co-Chair- Pete Gibson

If you would like to volunteer please contact Tenna Bynum. The breakfast is for non-exempt staff.

III. Employee Relations Advisory Board (Debi Hunter)

President DiPietro discussed the upcoming Employee Engagement Survey, scheduled for fall 2014. The Compensation Advisory Board (CAB) in 2011 made recommendations for each campus/institute to establish a work culture improvement team. Among the many accomplishments were improvements to new employee orientation (UTIA); improvements to internet and intranet (IPS); supervisory training in compensation (UTK, UTSA, UTSI); leadership development (UTC); wellness and health (UHSC); and communications (UTM). For further accomplishments, you may link to the CAB website at http://humanresources.tennessee.edu/cab/.
Dr. DiPietro shared that the state is struggling economically, which is impacting the university’s budget. Formula units must find the money for the 1 percent pay raise set by the state. Non-formula units did receive dollars. On the bright side, UTK, UTC, and UTM were the top three schools in meeting performance metrics. UT will continue to press for full funding of the formula. The governor said this budget was the toughest since he had been in office.

Tennessee Promise is a large initiative from the governor, an initiative UT supports. Raises will be distributed as in the past with lower-paid employees receiving a flat dollar amount rather than a percentage of salary.

IV. Athletics Director (Julio Freire)

Director Freire is pleased to be in West Tennessee at UT Martin as the Athletics Director. We are in for a wonderful new experience. We are in the process of conducting a search for a new Baseball coach and welcoming the new Basketball coach. Director Freire invited anyone that had questions or comments to feel free to contact him.

“We will embrace high ideals that a UT Martin student-athlete should be leaving this great university with a meaningful degree and had been in position to compete for championships,” Freire said. “Everyone on my staff throughout the department and throughout the university will know that the academic achievement of our student-athletes is our top priority. It is my intent to have us all represent this institution with the highest degree of integrity at all times.”

“We will work to communicate a plan that will focus on the well-being of our student-athletes,” Freire said. “This plan will be shared within our community, with university leaders, with the academic community, with alumni and fans. We will be inviting them all to be part of our plans and part of our success. I believe that community engagement must extend beyond the campus border, beyond the city limits and beyond the great state of Tennessee.”

Heather Butler and Jasmine Newsome will receive various honors and this is exciting for the University.

V. Construction updates (Tim Nipp)

The Elam Center, Clement and Gooch will have a new elevators installed. Other buildings will have elevator upgrades. You will receive additional information on elevator outages by email. Several buildings will continue with construction plans that are in progress. The University bookstore and Sodexo will be relocated in the University Center. An additional chiller will be installed in the chiller area in the library. Please work with us on the noise and safety inconveniences. Emails will be sent with updates and additional information.

VI. 2014-2015 Compensation Plan and Self-Identification (Gail Stephens)

We are currently working on the third year compensation plan you will receive additional information in the future. The Office of Equity and Diversity distributed a Voluntary Self-Identification of Disability form to all employees of the University of Tennessee at Martin. We wanted to reach out and remind you of this opportunity to assist the university with our efforts to comply with the United States Department of Labor guidelines regarding the provision of equal employment opportunities to individuals with disabilities. The self-identification form can be found at http://www.dol.gov/ofccp/regs/compliance/section503.htm.

VII. Chancellor’s Comments (Dr. Rakes and Nancy Yarbrough)

We will have an enrollment drop at UT Martin this fall. Dr. Rakes will attend a budget meeting in Nashville this week. We have a task force that will discuss and plan for the new Tennessee promise program.

(Nancy Yarbrough) We are discussing ideas on the task force and you will receive more information in the future. ERC representative for the task force- Tammy Hall.

Dr. DiPietro will visit the campus for the Rodeo.