ERC Meeting Minutes
April 26, 2021

Time: 4:00 p.m.

The meeting was called to order by Human Resources Director, Michael Washington precisely at 4:00 p.m. Mr. Washington opened to floor for Vice Chancellor of Finance and Administration, Petra Rencher McPhearson.

Petra began by speaking on the proposed budget stating that the state only allows 55% of the funding, proposing a 2% increase to help pay for it and that more information will come as she knows more. She also informed that the renovations to Clement Hall will be complete in the fall of 2021, after fall registration and classes have begun. Petra also informed that the new Engineering and Science Building (STEM) completion is progressing.

Michael Washington: New members for ERC, how stringent are the rules for keeping the same members, and members that are volunteering? He suggested staying where we are with members and plan to change next year. Phyllis Hammer suggested waiting until after Christmas to make changes. Marsha Davis suggested keeping the same members until after Christmas and new members can take over in the spring after new elections.

Michael Washington: Posed the question of how the new gun laws will affect campuses. Will higher education be exempt from the law change? Phyllis Hammer stated that it would stay the same unless they are registered with Public Safety. Kim Sledd asked if the state has one policy and the university has another policy, and Michael replied that he thinks Phyllis’s answer applies to the question. Petra stated that she is getting information on the subject and will send out the information in a week or two.

Michael Washington: The Johnson & Johnson vaccine is being reintroduced. We cannot require people to get vaccinated, but we can encourage them to. He asked that everyone be mindful of the training on precautions while working remotely, (still wear your mask, sanitize, wash hands frequently, and social distance). Reintroduce information that was sent out about Covid-19 and how to stay safe. Phyllis Hammer agreed that the information should be sent out again.

Michael Washington: Asked if everyone was aware of the Parental Leave Law and that that information should be rolled out again as well. Taking effect in July, Family Medical Leave will coincide with Parental Leave. Michael then opened the floor for questions and/or statements. Kim Sledd (a link will have to be purchased to do training on KATE). Michael stated he would send out information and do a follow up. Petra stated that President Boyd will join Chancellor Dr. Carver on the Town Hall zoom meeting the following Wednesday.

Michael asks if anyone had any thoughts on coming back to campus full time in June. Everyone agreed that we all should continue to be safe, social distance, wear masks, and sanitize. Michael also stated that those with medical reasons that prevent them from returning may have to provide medical documentation from their doctor to Human Resources. However, he will present more information the closer we get to June.

D. Butler: working to convert perfect forms to dynamic forms. Sherry W. will pay maintenance fee if Michael decides to keep it. She asks that if anyone has feedback on the project to please reach out to her and if anyone has a perfect form and does not know what to do, contact her for
help. Tonya Evans asked if there is a way to get payroll forms on dynamics? D. Butler stated that it is number two on the list. Michael asked if there is a need for a work group? D. Butler agrees that there should be, and that everyone should decide how it should work because the more input the better. Michael asked Tonya to reach out to Sherry W. and develop a group of about 7 people to work on it. Selena P. volunteered to work on the group.

Phyllis Hammer: waiting on changes for key request form, hoping to have it by fall.

Michael Washington thanked everyone for attending and closed the group meeting at precisely at 4:43 p.m.