ERC MEETING MINUTES, September 09, 2021

The meeting was called to order by Michael Washington, Director of Human Resources, and members were greeted and welcomed by Chancellor Keith Carver at 2:18 pm.

1. Dr. Carver opened the meeting speaking on Covid-19 conditions and campus regulations pertaining to safety and precautions, including wearing masks indoors and sanitizing often.
2. This year enrollment numbers are down. Dr. Jamie Mantooth is looking into a plan for increasing moving forward.
3. Dr. Carver then opened the floor for questions and turned the floor over to Mr. Washington.

Michael Washington began by asking Petra if she had anything to present. Petra stated that Clement Hall One-stop shop will be completed in October, 2021, and is on schedule. She also mentioned that the English & Science building is still on schedule for the fall of 2022. The question was asked “if there will be a men’s bathroom added to the third floor of the Hall-Moody building?” Petra’s answer to the question is yes. Another member asked Petra, “will there be water bottle refill stations added to all buildings such as the station in the Administration building? Especially the UC?” Petra stated that she did not know at this time but would look into the matter.

Mr. Washington recognized Vicky Hardwick as a person who experienced an incident that needed to be shared with the council. Vicky stated that she had been trapped in an elevator in the Elam Center during a power outage. Her concern is that at the time there were a lot of students and children in the building, and that there could have possibly been panic had it happened to one of them. She went on to say that there is no way to contact anyone for help in this situation, i.e. no operating phone in the elevator. Dr. Carver asked if Vicky had reported the incident at the time it happened to ensure that someone knew about this. Vicky’s answer was yes, she reported it at the time it happened. Dr. Carver extended an apology and assured her that the matter will be looked into and asked Petra to inquire and give the group an update at the next meeting.

Mr. Washington then addressed the Holiday Breakfast scheduled for December 15. He asked “if anyone had any ideas to add to the event to keep it fresh?” Dr. Carver stated that he would like to invite the student improv group for entertainment. Everyone agreed. Mr. Washington suggested that we have committees to organize the event. He also asked for volunteers for the committees. The following individuals volunteer to serve as noted:

1. Programs: Kaitlyn Scott, Gwendolyn Hopkins
2. Entertainment: Mary Baker, Andrew Larkins
3. Food: Deanean Smith, Kayla Dillon, Ashley Vance
4. Decorations: Pete Gibson
5. Invitations: Tonya Evans, Pete Gibson, Debbi Hunter, Melissa Morris
6. Giveaways: Alan Youngerman

Mr. Washington suggested creating a pathway for the centers to be able to attend the Holiday Breakfast. That would be a great opportunity for their hourly, non-exempt employees who want to attend to be able to and stated that center directors should make provisions of interested employees to participate. All council members agreed to this suggestion.

Debbi Hunter shared with the council that she will be retiring soon and that there will need to be someone appointed for this role.

Mr. Washington asked “if anyone else had something they wanted to share with the council?” With no response, he then closed the meeting at 3:02 pm.