

University Operations

Employee Relations Committee
Tuesday, January 7, 2014 1:30-3:00
Andy Holt Tower, 8th Floor Conference Room

MEETING MINUTES

Present Tom Anderson, Dan Berryman, Brian Browning, Marilyn Butler, Rick Gometz, Karen Hackworth, Mike Herbstritt, Dave Irvin, Jeff Maples, Rick McCarter, Randy Miller, Julie Monday, Claudine Nagel, Megan Redmon and Thelma Vandergriff

Absent Robert Bryant, Rose Rita Cooper, Robert Dykes, Joe Gardner, Eddie Golden, Troy Grant, Sharon Jackson, Mary Lucal, Ed McDaniel, Ed Roach, Patrick Smith, Lisa Turner and Mike Werley

Welcome

Mike Herbstritt, Human Resources, welcomed everyone to the meeting.

New Business

1. Durable Medical Deductible – Thelma Vandergriff

Q: The Durable Medical Deductible, \$450 per person, is separate from the other deductible. Is there a list of what is considered a durable medical deductible?

A: Dr. Herbstritt shared that not all cases are the same and what is considered a durable medical deductible may vary. It depends on the item/equipment requested and the diagnosis. For inquiries about a specific case, contact Payroll at 974-5251 or your insurance provider (Blue Cross, Blue Shield/Cigna).

Old Business

2. Update on design plan for intersection at Metron Way and Kingston Pike entrance to University Commons – Marilyn Butler

Jeff Maples, senior associate vice chancellor for Finance & Administration, said construction is slated to begin mid-March and run through August 2014. The railroad track will remain. Traffic studies were done in preparation for this project. The new design will connect the University Commons area smoothly to the main road. In addition, construction on the east end of Cumberland Avenue (17th Street-22nd Street) will begin on January 15, 2015.

3. Update on installation of Products on Demand (POD) Market in Kingston Pike Building – Marilyn Butler

Jeff Maples said this project has been postponed until summer 2014.

4. General Parking versus Lot-Specific Tags – Marilyn Butler

At a previous meeting it was asked why employee parking is assigned to specific lots. At that meeting Mark Hairr, director of Parking & Transit Services, reported this issue has been raised, and historically staff parking has been kept separate from student parking to ensure employees' parking will not be overrun by student parking. Additionally, research was done to determine feasibility of general employee parking versus tag specific lots. Many employees felt they would lose parking near their buildings with an open parking plan. The decision to keep employees' parking tags location specific was based on majority of employee preference.

An employee would like to know how and when the "majority of employees' preference" was determined.

Jeff Maples said this idea was reviewed at least 12 years ago in an effort to review ways to be more efficient with parking on campus. One example from that review was the implementation of the red dot system for faculty and staff. In addition, the idea to implement general employee parking was presented. At the time many faculty and staff provided feedback stating that those who report to work later than 8:00 a.m. would have to park far away from campus based on a general parking scheme. This idea became unpopular very quickly and was stopped from further review. Dave Irvin, associate vice chancellor of Facilities Services, added this might be a good one to present to the UT Traffic and Parking Authority (TPA) for review.

*After the meeting, an inquiry was sent to Mark Hairr, director of Parking & Transit Services, who said "I would recommend that if there is interest from faculty and staff on revising this policy, someone should raise the issue to Dr. Gregory Reed, chair of the UT Traffic & Parking Authority (TPA). Dr. Reed is very open to any parking and transportation issue to be discussed in an open forum at TPA meetings, so I'm sure he would entertain this as an agenda item at one of the spring semester meetings (next meeting is March 14 at 2:30 p.m. in the 8th Floor Conference Room of AHT). Ultimately, a change to the policy would require TPA approval."

Announcements & Other Comments

- ❖ Tom Anderson asked if the number of ERC representatives would increase due to the expansion of the work force in Facilities Services, specifically in the custodial services.

Dr. Herbstritt said in-person elections will be held to select more representatives and alternates before the February 2014 meeting.
- ❖ Jeff Maples shared the University Center (new Student Union) has experienced delays for phase 1 due to utilities, weather, etc. The tentative completion of phase 1 is scheduled for February 2015. The opening of the new part of the facility will occur during spring break of 2015 with phase 2 beginning immediately with the demolition of the existing building.
- ❖ Dave Irvin said the area between the Austin Peay Building and Hesler Building is scheduled to be redesigned this semester. In addition, the demolition of the Stokely Athletics Building and Gibbs Hall will begin this semester.

- ❖ Marilyn Butler asked what other options are available for departments once the Shiloh Room in the University Center closes. Jeff Maples said temporary meeting space will be made available in the Panhellenic Building during construction of the new Student Union.
- ❖ Dan Berryman said the 3-module compensation training series is underway. This series was developed in response to feedback from the last employee engagement survey. The survey revealed supervisors needed more training in the areas of compensation and performance management. Module 1 is an overview of compensation and linking performance to pay. Module 2 focuses on the detailed performance review and linking compensation to pay. Module 3 is specific to some compensation basics such as pay grades, salary surveys, etc.
- ❖ Tom Anderson asked if there are any updates from the Compensation Advisory Board about efforts to address wage compression.

Dr. Herbstritt said these issues would be adjusted with future pools.

Distributions

- ❖ None

Next Meeting

Tuesday, February 4, 2014, from 1:30-3:00
Andy Holt Tower, 8th Floor Conference Room
Submit agenda items to Julie Monday at jmonday@utk.edu or 974-6452.