



University Operations

Employee Relations Committee
Tuesday, November 1, 2016 1:30-3:00

MEETING MINUTES

Arena Dining, Rooms C&D

Present Brian Browning, Robert Dykes, Rick Gometz, Dave Irvin, Debbie Lane, Jeff Maples, Rick McCarter, Ed McDaniel, Randy Miller, Lori Owenby, Sammy Parcell, Ed Roach, Julie Roe, Nate Taylor and Karen Valero.

Absent Tom Anderson, Kyle Botica, TJ Cansler, Carmella Ford, Holly Harmon, Mike Herbstritt, Debora Higgs-Thomas, Beverly Johnson, Kayla Kirkland, Charlene Laughlin, Mary Lucal, Dennis Saben, Mike Werley and Frank Wren

Welcome

Julie Roe, Sr. Employee Relations Counselor welcomed the group.

New Business

1. Julie Roe, Sr. Employee Relations Counselor re: 946-CARE

Julie conducted a 946-CARE presentation and distributed a copy of the presentation with information and marketing items to the group. The 946-CARE program is designed to assist early detection of potential issues. This program started in 2010 as a hotline for distressed faculty and staff. 946-CARE's slogan is "We are all members of the VOL family, let's take CARE of each other." For more information, visit hr.utk.edu/care.

2. Finance and Administration Update

Jeff Maples, Senior Associate Vice Chancellor for Finance & Administration, reminded the group of the open forum Chancellor interviews taking place starting tomorrow (Wed. 11/2/2016). This will be the first of three interviews with the Chancellor candidates. There are four Vice Chancellor vacancies and the new Chancellor will ultimately hire half of the cabinet. Maples expressed the importance of the Chancellor position as it relates to decision making.

Maples mentioned an upcoming FLSA training session for this group scheduled for Thursday 11/3/2016.

Maples reiterated the 20% VOL shop discount and encouraged staff do their Holiday shopping at the VOL shop.

The new Stokely garage is open. This holds 1,060 vehicles. The Lake Avenue garage is opening in the Spring of 2018 and will hold about 1,000 vehicles. Mr. Maples spoke about the University trying to be proactive vs. reactive when it comes to their parking approach.

The Stokely family residence hall is opening in January 2017. Students will move from Reece Hall to Stokely Hall. First Food Company will be in this building in January and has approximately 750 seats within the dining area.

Dave Irvin spoke about Strong Hall opening in Spring 2017. This has been delayed a bit from March, but is scheduled to open in May 2017.

Mossman Hall is scheduled to open in late 2018. Humes Hall is scheduled to come down in January 2017.

The second phase of the Student Union build has started. The University is currently taking bids on new residence halls to be completed in Fall of 2018. Additional projects include designing a new \$135 million dollar engineering building. Planning a nursing building and updating the Melrose building are also in the works.

The second phase of the Volunteer Boulevard beautification project will begin in in early March 2017 and be completed in August of 2017. The third phase of the project will begin March 2018 and finish by August 2018.

Currently there are \$1.5 billion dollars in design or construction projects to be completed by 2020.

3. HR Update

Julie Roe provided the HR update on behalf of Dr. Mary Lucal, Associate Vice Chancellor of Human Resources has been focused on the changes to the Fair Labor Standards Act for several months. The changes are effective December 1st. Julie stated the Compensation department will hold training sessions on the FLSA changes throughout campus for most of the month of November. For a complete listing of training sessions visit <http://hr.tennessee.edu/training/>

New Employee Orientation (NEO) has been redesigned. The new location will be at the UT Visitor's Center. This will be more of a welcome aboard approach. Appropriate paperwork has moved to an online process so that less time is spent during orientation on paper. The VolCard Office has agreed to work with Recruitment to provide employee ID's at the end of orientation. The photos are taken during orientation and sent to the VolCard Office. They prepare the ID's and send them to the orientation site for distribution. Vendor tables are set up outside the meeting room with a variety of resources and individuals regarding health insurance and other UT employee benefits. A campus bus tour is also an option at the conclusion of NEO.

4. Road Signs – Rick McCarter

Q: Can we look into road signage in front of Fraternity Park at 1812 stating one way and behind Student health.

Answer: Jeff Maples – Many changes in this area occurred from the Volunteer Boulevard project. The area of concern was used as a staging area. We have people looking at this now and will get the signage right. Additionally they will be looking at the potential of making it a two-way street.

Jeff also said that they are looking at creating a committee/group to look at these traffic/crosswalk/traffic light issues now that UT owns more of the streets. The University wants to come up with a group to take more of a global look at these issues rather than continue to answer one at a time when they arise through the various ERC meetings.

5. Speed Limit Signs – Rick McCarter

Q: Can we add speed limit signs at Jacob Drive, there is a 30 mph sign around the Trial Gardens that needs to be lowered to 20 mph with all the small children and elderly people using the crosswalk.

Answer: Jeff Maples – The University is looking at making this area consistent with UT speeds and move to 25 mph. This issue will also be reviewed by the Parking and Transit Authority.

6. Pedestrian Crosswalk Lights – Rick McCarter

Q: Several people have complained about the pedestrian crosswalks on Joe Johnson not being well illuminated from dusk until dawn. The specific crosswalks are between River Drive and E.J. Chapman. Is there something we can do to address these concerns?

Answer: Jeff Maples –We have a project designed with enhanced crosswalk signals, which includes lights. However, the University does not own this street so we must secure any approval from the State and City for any type of street improvements. The design is currently awaiting final approval from the City in order for us to proceed with the changes.

Old Business

None

Announcements & Other Comments

- ❖ The VolShop is now offering a 20% discount off apparel, gifts, and general books for faculty and staff. Some exclusions may apply; contact the VolShop at 974-1078 for more information.
- ❖ Early Voting for Knox County residents on campus at Howard Baker Center.

Open 8:00am – 8:00pm on Tuesday 11/1; Wed. 11/2; Thurs. 11/3.
Howard Baker Center 1640 Cumberland Avenue Knoxville, TN 37996
<http://bakercenter.utk.edu/>

Distributions

- ❖ Meeting Agenda
- ❖ 946-CARE PowerPoint Slide Deck
- ❖ 946-CARE Marketing Items

Next Meeting

Holiday Luncheon

Thursday, December 8, 2016, from 11:30 to 1:00pm

UT Visitor's Center

Submit agenda items to Nate Taylor at ntaylo14@utk.edu