MEETING MINUTES

Present

Jason Brummett, Beth Cole, Dorothy Dyer, Elizabeth Ferguson, Donna Hurst, Glenda Hurst, Renee Johnson, Marcia Lane, Mary Lucal, Bonnie Maples, David Ownby, Alissa Reeves, Pamela Roach, Julie Roe, Carol Shaffer, Sandy Thomas, Amber Turner, and John Zomchick

Absent

Theresa Blackman, LaChetis Brown, Melissa Cox, Melanie Finnegan, Jeff French, Cheryl Hodge, and Lisa Vandergriff

Welcome

Julie Roe, Sr. Employee Relations Counselor, welcomed everyone to the meeting.

New Business

1. Office of the Provost Update – Dr. John Zomchick, Interim Provost

Dr. Zomchick shared that Dr. Beverly Davenport, the new chancellor of University of Tennessee at Knoxville, will start on February 15, 2016. Dr. Davenport is planning to do campus listening tours. Dr. Davenport will also be invited to attend the future ERC meetings.

Dr. Zomchick shared the General Assembly started its session. He encouraged the ERC representatives to sign-up on the UT Advocacy page at http://advocacy.tennessee.edu/. As stated on the UT Advocacy page, UT Advocacy is the official grassroots network of the University of Tennessee. Our UT Advocates are thousands of alumni, employees, students and friends who believe in the University’s value to all Tennesseans and share that message with elected officials. We believe that your voice matters, and together, we can make a difference.
Dr. Zomchick also shared the recent promotion of Kari Alldredge to the Vice Provost for Enrollment Management position. This is the first time that the Provost’s Office has promoted someone from the Enrollment Management division to a vice provost level. Student enrollment is important to the UTK’s well-being. We need to recruit the strongest class possible and keep those students on campus.

2. Human Resources Update – Dr. Mary Lucal, Associate Vice Chancellor for Human Resources

Dr. Lucal shared that 2016 was a retooling year for the Human Resources department. Human Resources has redesigned New Employee Orientation. Human Resources is working on a program particularly for managers who are hiring non-exempt staff. The program will provide guidance on conducting an inclusive search. Human Resources is also working on projects that could make the university entrance and exit experience better for employees.

Old Business

1. Outsourcing Update – Dr. Mary Lucal, Associate Vice Chancellor for Human Resources

ERC representatives discussed their concerns and the possible negative outcomes of outsourcing.

Dr. Lucal shared that there was a site visit last week by three companies. The RFP is due to the state by the end of February, 2017. UTK will be able to make our own decisions as a campus, but the decision has to be supported by the President and the board. Currently, the campus is working on documenting the non-quantitative values and benefits of managing our own facilities. Dr. Lucal will check with Chris Cimino, Sr. Vice Chancellor for Finance and Administration, regarding the best way to share employee feedback and concerns with UT Administration. If you have concerns regarding outsourcing, please let Dr. Lucal know so she may share with Chris Cimino.

2. HR Class Offerings

Renee Johnson: Is it possible to offer more HR classes in the afternoon?

Dr. Lucal: We will pass this information to Ron Tredway, Executive Director of Employee and Organizational Development. We are also working on various course updates, such as training to faculty and staff members who have direct reports of how to conduct performance reviews, onboarding
classes, etc. The idea is to have a more proactive delivery of Human Resources information.

3. **FLSA Exemption Status Update**

Renee Johnson: Any updates on the FLSA exemption status?

Dr. Lucal: The federal judge put a hold on the Department of Labor’s new federal overtime rule, which would have increased the FLSA’s salary threshold for exemption from overtime pay. Currently the university is waiting for further decisions before implementing changes.

**Announcements & Other Comments**

- Julie Roe, Sr. Employee Relations Counselor, can provide a 946-CARE presentation for different departments to help increase awareness of this great program. Contact Julie at jmonday@utk.edu or (865)974-6452 if your department would like her to visit with information and giveaways.

- Chancellor’s Honors Banquet.

  Human Resources coordinates three awards for Chancellor’s Honors Banquet: the Extraordinary Customer Service Award, the Extraordinary Community Service Award, and the Extraordinary Service to the University Award. Visit the Chancellor’s Honors Banquet website at http://honorsbanquet.utk.edu/nominations/ for more information.

**Distributions**

- Agenda

- 946-CARE Post Card

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**Next Meeting**

Wednesday, February 8th, 2017 1:30 to 3:00 pm

Fred Brown 146, A&B

Please send agenda items to Dorothy Dyer at dorothy.dyer@utk.edu or 974-8299.