
PRESENT

Jason Baggett, Amy Bruner, David Bryant, Jon Chandler, Darrell Easley, Chris Gilbert, Alexanderia Gonzalez, Mark Hairr (Guest Speaker), Kasey Kahm, Riley Kneale, Debbie Lane, Jimmy Large, Jim McCarter, Patrick Richter, Richard Shackelford, Jeni Sharp, Shane Sloan, Sam Smith, Justin Stafford, Natalie Summers, Duren Thompson, Randy Thornhill, and William Wainright

ABSENT

Stevin Amonett, Cory Beets, Mike Brady, Brian Browning, Shannon Bruce, Paul Finley, Dedra Giles, Douglas Grant, Holly Harmon, Judy Jones, Mary Lucal, Regina Olum, Chip Pennoyer, John Platt, Rhett Priode, Cody Smith, Jake Turner, Neal Vercler, Hannah Wallace, and Michelle Wilson

1. WELCOME

Jon Chandler, Senior Employee Relations Consultant, welcomed everyone to the February meeting.

2. UPDATES

- a. Human Resources Update – Darrell Easley, Director of Employee Relations & Learning and Organizational Development

It is Annual Performance Review time and Employee Relations has several [learning sessions](#) about the annual review process for both employees to take charge of their performance review and for leaders to empower their staff to be part of the process. Performance reviews are due March 31, 2023. The engagement survey from the fall of 2022 is being distributed to leaders across campus. The career and professional development focus that began last year came from the engagement survey from 2021. The Governor gave his State of the State address on February 6, 2023 and he touched on a few points about the funding for higher education. The Governor's budget will now go into the amendment phase before it will be approved.

- b. Finance and Administration Update – Brian Browning, Associate Vice Chancellor for Finance and Administration

Brian Browning was unable to attend the February meeting.

c. Facilities Services Update – Mike Brady, Associate Vice Chancellor for Facilities Services

Mike Brady was unable to attend the February meeting.

3. GUEST SPEAKER – Mark Hairr, Director of Parking and Transportation Services

Parking and transportation services has recently merged with UT fleet management. The merge together has been smooth so far and staff have not needed to move from their positions. Parking and transportation services has over 50 full time employees and over 100 event attendants who work athletic games and other events held on campus. Parking is an auxiliary operation, which means they must generate their own revenue as they do not get any money or funding from the State. There are almost 20,000 parking spaces across campus, with more than 500 of them being accessible parking. There are 4,300 staff parking spaces on the main campus, with 4,400 staff permits issued at the end of 2022. The busiest lots on campus are areas 9, 12, and 60.

The shuttle system is done through a contract with First Transit, a private bus vendor. There are 14 transit coaches, and 9 of the buses have a fixed route service during the day and evenings. In the evenings, shuttles are used for basketball, concerts, and other events on campus. The buses run every night, all night for students with point-to-point service, with students being able to use an app to ask for a ride at night. The department is still feeling the impacts of the pandemic significantly. The shuttle system used to do 1 million trips a year but may not get to half that this year. Trying to get the transit ridership back up to pre-pandemic levels is a large target for the department. Bus arrival technology is available where students and staff can see when a bus will be coming to their bus stop. A new bus route to the Research Park and Cherokee Farm was started. Also, the Oak Ridge and Pellissippi State/Harden Valley route was expanded to be running year-round because of the needs between campus and the lab. A long-term goal is being developed to replace the existing diesel fleet with electric and hybrid drive buses.

The department has an annual revenue of \$15.7 million. The largest revenue stream is through parking permits and makes up 45% of the revenue. 31% of the revenue comes from the transportation fee and 13% comes from special events parking. Citations only make up 8% of the revenue for the department and 3% of revenue comes from miscellaneous and visitor parking. The largest expenses for the parking and transportation department are contracts and leases, making up 34% of expenses, and 30% of expenses comes from debt service on garages. 30% of the budget pays

for salaries and benefits of the staff and 10% is used on equipment, paving, and repairs. This leaves 6% of the budget for reserves, which are being saved to use as a down payment for future parking garages.

Staff parking rates for permits are based on a tiered system. The last rate increase for parking hang tags was in 2016. An increase was being looked at in 2020, but it was put on pause due to the pandemic. These rates are evaluated every year with Finance and Administration and the Chancellor's Office, and the annual budget will be reviewed in April by the Traffic and Parking Authority. Different spaces are being considered to see where more parking can be added. The department leases a lot of parking lots around the peripheral areas of campus. Some parking spots along Volunteer Blvd West between UT Drive & Cumberland Ave are being removed due to the future streetscape project. The department is also tracking parking lot occupancy and usage demand during peak times of the day, with most of the lots closest to campus being the busiest.

Some upcoming technology that is being looked at to implement in the future are being able to pay for parking in an app and changing to a virtual permit that uses license plate readers to enforce parking instead of hang tags. The virtual permit requires that your vehicle is registered into the system and allows for multiple vehicle registrations to be tied to one virtual permit.

The question of if any insights or thoughts about programs are being looked into to commute people into campus to reduce the demand of on campus type parking. Mr. Hairr answered that the department is looking to work with the UT Sustainability Office on transportation demand management and find a new alternative transportation staff person that can work with the parking staff.

4. CONSTITUENT QUESTIONS

- a. No questions were submitted prior to the meeting.

5. OTHER BUSINESS/ANNOUNCEMENTS

- a. Employee Recognition Brainstorm

Mr. Chandler asked the group what appreciation looks like to them and how they like to be appreciated. One representative commented about having a designated parking space for employee of the month and another representative commented that the previous roses award done through HR felt thoughtful. Mr. Chandler asked the group to get feedback from their constituents and bring them back to share.

6. REMINDERS:

Please email Jon Chandler (jchand41@utk.edu) or Sam Smith (SamSmith5@utk.edu) any constituent questions.