
PRESENT

Annette Beets, Jon Chandler, Darrell Easley, Amy Gregory, Renee Johnson, Diane Kelly, Mary Lucal, Ami McCarter, Sarah McFalls, Kristi Pearson, Christopher Pierce, Jen Scagnelli, Denise Sears, Melinda Simmons, Suzanne Smalley, Sam Smith, Sidney Snoddy, Patrick Sullivan, Sandy Thomas, Duren Thompson (Campus Partner), Lisa Vandergriff, Jennifer Western, Lindsy Whitaker, Chrissy Wills-Maples, Angela Woofter, and Jill Zambito

ABSENT

Matthew Blondell, Natalie Crippen, Raven Edwards, David Hodges, Gennie Hope-Davian, Jennifer Horner, Connie Inman, Alexander Merkle, James Murphy, Stephanie Phillips, Lee Ann Ratledge, Sharon Sexton, Kathryn Shepas, Elizabeth Tampas Dixon, Roy Wood, and Carrie Zitzman

1. WELCOME

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

2. UPDATES

a. Office of the Provost Update – Diane Kelly, Vice Provost for Faculty Affairs

The Board of Trustees had its winter meeting and has approved the new colleges. There will be the College of Music forming their own college, the Baker School for Public Policy, and the College of Emerging and Collaborative Studies. They should be coming online in the next fiscal year. UT expects to be hiring people, creating new programs and learning opportunities for students in the next few years through all of those programs. The campus master plan was also approved by the Board.

UT also has continued to have a record number of applications and is one of the top universities in the country in terms of increases in applications at the undergraduate level. Faculty appreciation week was very successful of showing appreciation for

faculty. The idea was posed to create a faculty lounge in Hodges Library so that faculty can connect with one another and collaborate on things.

- b. Division of Student Life Update – Jill Zambito, Assistant Vice Chancellor for Student Life

The Be Well program has filled the coordinator position. The new coordinator is Daryien Lee who has a public health background. The first healthy cooking class of the semester was held virtually, and the next two classes will be March 20 and April 6, 2023. A partnership with the Grow Lab will be happening for a spring planting day. More information on this event will be coming soon. Adult Yoga classes will start on March 15, 2023 and will be held on Wednesdays at 5:30 p.m. The location is still to be determined but will be announced through the Wellness Newsletter. You can email bewell@utk.edu to be added to the email list.

- c. Human Resources Update – Mary Lucal, Associate Vice Chancellor for Human Resources

[Online Performance Reviews](#) are now available to complete and are due at the end of the month on March 31, 2023.

The compensation department has been busy with position descriptions due to lots of moving pieces on campus that drives position description revisions and creations.

HR will be hosting a two-step career event in the Spring. The first event, on March 21, 2023, is a preparatory event called [Design Your Career](#) for people who are interested in exploring professional development and deepening their skills in their current role. At this event, you can submit your job materials for review, make an appointment with Nancy Burkett with Career Development, speak with recruiters, and attend various HR related micro-sessions. The second part of the event will be a job fair that will happen several weeks later and be open to both internal staff and the community at large.

The ERP project is continuing along, and a lot of hopes have been put into this new system to make administrative processes less cumbersome. The first demo should be happening in March and Dr. Lucal asked those who receive invitations to this demo to attend and give lots of feedback since UT Knoxville is the largest campus and has more complicated processes.

3. CONSTITUENT QUESTIONS

- a. **(Q):** There isn't a crosswalk outside of the White Avenue garage to cross when exiting the building. This would be helpful for both students and staff to be able to

safely cross closer to the exit of the garage. Also, there really needs to be grip strips on the bridge that goes over Cumberland between Strong Hall and Henson. It's not slick because of the pebbles, but it does get slippery when wet.

(A): HR has contacted Parking Services and Facilities Services and will follow up once we know more.

Suzanne Smalley shared a constituent's concern that the ticket payment machines stopped working in the parking garage across from the Law School on White Avenue causing a backup. What can be done to prevent this? Mr. Chandler said he will pass the feedback on to parking services for review.

Renee Johnson shared that the traffic light at the bottom of The Hill has two cross walks which cause traffic to back up on Cumberland Avenue. Mr. Chandler said he would also pass this feedback on Parking Services.

4. OTHER BUSINESS/ANNOUNCEMENTS

- a. Online Performance Reviews are due March 31, 2023. Staff reviews can be completed online at www.opr.utk.edu.
- b. ServeUTK Report
In 2022, there were 161 unique faculty/staff volunteers, making a total of 339 impacts. There were 45 locations served for a total of 1793.5 hours. [The 8 Volunteer hours](#) employees receive reset on January 1st and employees have until the end of the year to [use them](#).
- c. Employee Appreciation Day
March 3 is National Employee Appreciation Day and we want to offer a Big Orange "Thank you!" The University of Tennessee is winning and it's because of your hard work and commitment to UT's vision and mission.

5. REMINDERS:

- a. Please email Sam Smith (samsmith5@utk.edu) or Jon Chandler (jchand41@utk.edu) with any constituent questions.