

PRESENT

Annette Beets, Alicia Calderon (Campus Partner), Jon Chandler, Darrell Easley, Malachai Frederick (Guest), Amy Gregory, Connie Inman, Tarah Keeler, Mary Lucal, Ami McCarter, Sarah McFalls, Kristi Pearson, Christopher Pierce, Jen Roder, Jen Scagnelli, Denise Sears, Sharon Sexton, Melinda Simmons, Suzanne Smalley, Sam Smith, Sidney Snoddy, Patrick Sullivan, Elizabeth Tampas-Dixon, Sandy Thomas, Duren Thompson (Campus Partner) Lisa Vandergriff, Lindsy Whitaker, Chrissy Wills-Maples, and Jill Zambito

ABSENT

Elizabeth Coleman, Natalie Crippen, David Hodges, Gennie Hope-Davian, Jennifer Horner, Renee Johnson, Alexander Merkle, James Murphy, Stephanie Phillips, Lee Ann Ratledge, Katheryn Shepas, Roy Wood, and Angela Woofter

1. WELCOME

Jon Chandler, Senior Employee Relations Consultant, welcomed everyone to the November 2023 meeting.

2. UPDATES

- a. Office of the Provost Update – Jen Roder, Communications Manager for Provost & Senior Vice Chancellor
Student Success is hosting the [UT Thrive Summit](#) in November 2023. It is open to anyone on campus who is interested in learning more about how to ensure our students wellbeing and success. Mic Night will be held on November 16, 2023. Registration is open at <https://micnite.utk.edu/>.
- b. Division of Student Life Update – Jill Zambito, Assistant Vice Chancellor for Student Life
The BeWell Coordinator, Daryien Lee, is making great strides with the [BeWell program](#). Activities with the BeWell program tend to dwindle in frequency towards the end of the semester, but Mr. Lee is ramping up opportunities. Most workshops and webinars are in partnership with HR and other departments. There is a webinar on Grief and Loss on November 7th, 2023 and a Holiday Budgeting workshop on

November 8, 2023. There is also a partnership with UT Gardens on November 14th, 2023 from 5:30 p.m. to 7:00 p.m. called, Making Mocktails, to learn about the art of beverage creation in a non-alcoholic way. There is a virtual lunch and learn event on healthy holiday eating on November 16th, 2023 from 12 pm to 1 pm. To register for BeWell events, visit [Be Well | The University of Tennessee, Knoxville \(utk.edu\)](https://www.utk.edu/be-well) or contact Daryien at bevell@utk.edu.

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

Dr. Lucal will be leaving the University of Tennessee, Knoxville in December to serve as the Chief Human Resources Officer and Vice President for Human Resources at George Mason University. The ERC thanked Dr. Lucal for her service and leadership at the University and wished her well. Tarah Keeler, Executive Director of Compensation & Recruitment and Deputy Chief Human Resources Officer will serve as Interim Associate Vice Chancellor and Chief Human Resources Officer upon Dr. Lucal's departure. Ms. Keeler has already begun shadowing Dr. Lucal to try and make the transition as seamless as possible.

Educational support sessions will begin in mid-late November for 2023 Annual Staff Performance Reviews, which will begin in January 2024. There are several sessions on different topics surrounding performance reviews, for both managers and employees. Sign up for sessions in [K@TE](#).

3. CONSTITUENT QUESTIONS

a. **(Q):** [Follow-up from last meeting] Why parking is not being enforced on Fraternity Park Drive?

(A): Human Resources has reached out to Mike Ragsdale, Director of Parking, for feedback and he responded with the following:
“Enforcement is conducted by a full fleet of enforcement officers each weekday from 5:00 a.m. – 6:00 p.m., and by UTPD officers at all other times. There are currently approximately 20,000 parking spaces on campus. In order for the enforcement officers to enforce every space on campus, they have to average almost four spaces per minute for an entire eight-hour shift, or one space every 15 seconds. This does not include the time that it takes to write the citations, travel between lots, install immobilization devices, or wait on tow trucks. Spaces in timed zones require two visits just to check them a single time – the first visit to chalk the tires, then the second visit to check for vehicles parked overtime. Since there is a lot of turnover in the large staff and commuter areas, the attempt to monitor them several times a day is made, but this requires not monitoring some of the smaller, more hidden lots, or the residential lots such as non-commuter or fraternity/sorority lots as often. This is not to say that they are not monitored, but the frequency will not be as high as that of G-10 or Staff 9, for example.”

- b. **(Q):** [Follow-up from last meeting] Handicap parking at the Conference Center Building appears to have been taken over by Audiology and Speech Pathology vehicle traffic. We have non-UT people coming to our offices. Are there plans to review and increase handicap parking for others?

(A): Human Resources has reached out to Mike Ragsdale, Director of Parking, for feedback and who responded these spots are managed by Facilities Services. HR has contacted Mike Brady, Associate Vice Chancellor for Facilities Services, and are awaiting a response.

- c. **(Q):** Is it possible to increase the fines for students parking in staff lots? They are seeing way too many students parking in those areas and staff lots are maxed out specifically in Lot 9 & Lot 7.

- d. **(A):** HR reached out to Mike Ragsdale, Director of Parking, who responded with the following:
“Citation violation rate changes are first approved by the Traffic and Parking Authority (TPA), and then must subsequently be approved by the UT Board of Trustees. My recommendation for anyone desiring changes in the regulations would be to attend a TPA meeting to officially propose the changes. The next TPA meeting is scheduled for Tuesday, November 14, 2023 from 3:00 – 4:30 pm. More information regarding the TPA may be found here: <https://parking.utk.edu/traffic-and-parking-authority/>.”

- e. **(Q):** One of my constituents wants to know why we switched to the thinner, flimsier paper towels, which requires more towels to dry hands. This seems wasteful.

(A): HR has reached out to Mike Brady, Associate Vice Chancellor for Facilities Services, and are awaiting a response.

- f. **(Q):** Covenant Health and Cigna have not reached an agreement for our insurance coverage. We received emails that the open enrollment has been extended until Dec 1. We also received an email from Cigna that negotiations are expected to conclude before the end of 2023. This is extremely concerning for our employees. We realize that this decision is out of the Universities hands, but we would like to see is a further extension of open enrollment until a decision is made by Covenant Health. If a total extension is not possible, perhaps a “short enrollment” period, such as open for a week after the decisions have been made.

(A): HR reached out to Marchelle Robinson, Assistant Director of Benefits & Retirement, and she responded with the following:

“The state acknowledges the Covenant/Cigna negotiations, and states it is not a cause for a special qualifying event; however, there is a workaround in that there is a one-time opportunity to make changes to coverage before December 1, 2023, 4:30pm. Employees will have to make the decision to switch carriers before an agreement is made. The enrollment form that must be completed and returned directly to Benefits Administration for processing (not to our UT System-office).”

- g. **(Q):** We are in the John D. Tickle building off Neyland and the Zeanah building, the new complex, is now behind us. Everyone gets our buildings confused and can never find us. Can we get a John D. Tickle sign by our entrance so that people know which building is which?

(A): HR has reached out to Mike Brady, Associate Vice Chancellor for Facilities Services, and are awaiting a response.

4. OTHER BUSINESS/ANNOUNCEMENTS

- a. Financial Wellness Series – Check out K@TE for upcoming sessions. Next session will be “Making the Holidays Happier” on November 8th, 2023.
- b. BeWell and Optum will be holding a Grief and Loss webinar on November 7 from 11 a.m. to noon. For information about the event and registration, visit: Webinar Training: Dealing with Grief and Loss | Be Well (utk.edu). If you have any questions, please send them to bewell@utk.edu or dlee118@utk.edu.

5. REMINDERS:

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