

# Exempt Staff Council Minutes

January 22, 2019 '

1610 University Avenue, Room 112 '

**Present:** Rex Barton, Chelsea Bligh, Brad Briggs, Brian Browning, Leah Buffington, Eric Carr, Kim Hardaway, Johnny Jones, Kevin Lauers, Heath Nokes, Tammy Renalds, Julie Roe, Rosie Sasso, Nicholas Simson, Izetta Slade, Wesley Wright

**Absent:** Michele Atkins, Jeannine Berge, William Bruhin, Joe Christian, Linda Daugherty, Teresa Fisher, Deanna Flinchum, Elizabeth Greene, Keith Groves, Kandi Hodges, Emily Miller, Charles Primm, and John Rich

**Welcome** – Rex Barton, Chair and IPS-MTAS Representative, welcomed everyone to the January ESC meeting.

**Presentations** – Two Factor Authentication – Shane Colter, Bob Hillhouse, Rose Parker

Representatives from the Office of Information Technology gave an overview of Two-Factor Authentication (2FA) that is being implemented for the Knoxville-Area in 2019. Faculty, staff, and students are encouraged to voluntarily sign up this spring, prior to the mandatory implementation in the fall. Currently 2FA via Duo Security provides additional security for personal and UT data & information systems by requiring users to have a physical device such as a smartphone or hardware token (in addition to knowing their NetID & password). This is for logins to online applications that use the Central Authentication Service (CAS) like MyUTK, Zoom, K@TE, and MyIRIS. Additional systems such as email, Google Apps, and VPN will be added to 2FA throughout the year, and 2FA users who change their NetID password to a new 12-16 character one will never have it expire. Additional information, including signup instructions starting January 23, is available online at <https://2fa.utk.edu>.

## Commission Reports

**Commission for LGBT People** – Tammy Renalds

No January meeting; no update.

**Faculty Senate** – Leah Buffington

No January meeting; no update.

**Commission for Women** – Rosie Sasso

No January meeting; no update.

**Commission for Blacks** – Eric Carr

Next meeting scheduled for January 24<sup>th</sup>, 2019.

## **By laws update**

Rex Barton discussed compiling opinions and suggestions as to what needs to be changed or adjusted in the bylaws. He set the March meeting for the official review of the bylaws. Please submit any suggestions to the bylaws google document.

## **Constituent issues**

Q: A constituent heard about a UTK study that says 30% of UTK students do not have enough food and are going hungry (some campuses have higher and lower rates than others). This can lead to increased obesity due to the less healthy food choices students make because of cost. Would UTK consider offering (more) on-campus food pantries where people could donate surpluses?

A: Tammy Renalds, College of Education, Health, and Human Sciences Representative, stated that UT operates a food pantry called Smokey's Pantry. In addition, a program called Big Orange Meal Share allows student to donate unused guest meals to students in need. Izetta Slade, Sr. Director of Human Resources commented that employees or departments can organize a food drive in correlation with Smokey's Pantry. If you are interested in donating, please contact Smokey's Pantry at (865) 309-5446 for more information.

Q: No notification was given for the recent outside cleaning of buildings on campus. The chemical used was extremely strong. Is there a way to notify locations that will experience a fume problem before it happens?

A: Rex Barton will report an answer for the next meeting.

## **Other business**

- Eric Carr, Chair Elect and Research Representative, commented on the staff ombudsman search to be filled by a faculty member. Izetta Slade stated that Human Resources is involved with the search. It is Ms. Slade's understanding that the thought behind selecting a faculty member to this position is that this position will have dual responsibilities for faculty and staff concerns. Someone with faculty knowledge, especially the tenure process would be able to work with those issues versus a non-faculty person without that knowledge. The position calls for someone who also has knowledge of staff concerns. Ms. Slade is a member of the Ombudsman search committee and will ask that staff representatives have an opportunity to interview candidates.
- Rosie Sasso, Information Technology Representative, said that she has written an introduction paragraph to the Chancellor's search questionnaire to send to constituents. Eric Carr said he would take a look at it.
- Izetta Slade mentioned that HR is offering a new program called *Vetting Candidates*. Departments can sign up for this program to help provide tips on how to conduct proper

reference checks. This class will help supervisors realize any red-flags that occur during reference checks and the do's and don'ts of social media checks. This program can be presented in the requesting department's office space. Contact Audrey Robinson at [audreyrobinson@utk.edu](mailto:audreyrobinson@utk.edu) to schedule.

**Next Meeting**

Tuesday, February 26th, 2019 from 2:00 to 4:00 pm '

1610 University Avenue '

Please send agenda items to Rex Barton at [rex.barton@tennessee.edu](mailto:rex.barton@tennessee.edu) '