

PRESENT

Chris Binkley, Mary Beth Burlison, Nicole Cangey, Jon Chandler, Shane Colter, George Drinnon, DeAnna Flinchum, John Goddard, Gina Hale, Marcus Hilliard, James Hodge, Bill Jackson, Melissa Jenkins, Bonnie Johnson, Johnny Jones, Beth Kutz, Mary Lucal, Bill Lyons (Guest Speaker), Rachel McClelland, Katrice Morgan (Guest Speaker), Ivonne Pizarro (Guest), Kim Raia, Blake Reagan, Sam Smith, Ken Wagner, Tanya Washington, Leslie Wereszazak, Brooke Wichmann (Guest), Norma Wilcox, and Lisa Yamagata-Lynch

ABSENT

Emma Burgin, Nathan McKinney, David Moore, Kevin Thompson, and Matt Ward

1. WELCOME

Vice Chair Beth Kurtz welcomed everyone to the meeting, as Chair John Goddard was unable to facilitate the meeting.

2. NEW BUSINESS

a. Committee Updates

i. ERAB

There is no update from the Employee Relations Advisory Board (ERAB) for this meeting.

ii. Faculty Senate

There is not an update from the Faculty Senate for this meeting.

iii. Police Advisory Council

There is not an update from the Police Advisory Council for this meeting.

iv. ULC

There is not an update from the University Leadership Council (ULC) for this meeting.

v. CDI

The length of service for representatives has been changed from 3 years to 2 years. The Commission for Asian Americans and Pacific Islanders has had great attendance at its first couple of meetings and they have several events planned for the near future. The Commission for Disability is having an event on the topic of Autism. The Commission for Blacks is having a 3-part Lunch & Learn series called Awareness, Action, and Advocacy.

- b. Bill Lyons, Director of Policy Partnerships - Baker Center
Named after Senator Howard Baker, the Baker Center's main mission is to give good policy information and have civil discussions about points upon which there is disagreement. The center was established in the early 2000's to carry on the legacy of Senator Baker through research programs. Ambassadors and other major figures in government regularly guest speak. The Baker Center also connects students to opportunities and internships in mostly local and State government.

The Baker Center will become a school in July 2023, which will allow them to grant degrees in public administration and public policy, at both the undergraduate and master's levels. The Institute of American Civics will also be set up in the Baker Center. It will host forums and foster the knowledge of American, State, and Local institutions.

3. CONSTITUENT ISSUES

- a. Exempt Staff Search Committee – Katrice Morgan and Nicole Uher
(Q): We would like clarification on why direct supervisors are not allowed to lead searches for exempt positions. It seems to place an undue burden on both the supervisors of exempt employees and the potential employees themselves.
(A): Katrice Morgan, Associate VC and Executive Director – Office of Equity and Diversity responded to this question with the following:

The Office of Equity and Diversity (OED) is in the process of gearing up to complete qualitative assessments with respect to the user experiences of search committees. The Tennessee System acknowledges that it is equally important to make sure we hire people through processes that are fair and consistent, and can withstand scrutiny and inspire confidence in stakeholders, in addition to hiring the best candidate.

The person who is making the hiring decision (the hiring manager) has the ability to select the chair and the members of the search committee. The hiring manager needs to know the position description thoroughly and then needs to sit with who they want as the Chair of the committee to talk through the position description together. During this meeting, they should be speaking about minimum requirements, preferred skills, soft skills, if certain credentials are needed or preferred, etc. Once the hiring manager has selected the members of the search committee, they should sit down with the entire committee and go through everything they are looking for in a

candidate, like they did with the Chair. The search committee will identify the best candidate, but the final decision on who to hire is up to the hiring manager.

OED is working on their webpage to include the search committee policies and procedures. These policies are shared in actual training sessions performed by OED when the search committee has been created. Chairs are trained with OED on how to lead a search, and it is their duty to make sure the policies and procedures are followed throughout the search process. HR also has Strategies and Tactics for Recruiting to Improve Diversity and Excellence (STRIDE) trainings, which can be accessed through [K@TE](#).

b. SB 817 Bill's Impact on UT

(Q): What is the impact of this [SB 817 bill](#) on UT, particularly how the 2-3 paragraphs below could affect the standard, relatively new Inclusion, Diversity, & Engagement (IDE) category on annual Performance Reviews.

(A): Dr. Mary Lucal answered that the IDE section on the Staff Performance Review measures “the extent to which the employee treats others with fairness, and respect; fosters inclusion, values, individual and group differences; makes efforts to enhance inclusion, diversity and engagement; and contributes to departmental and organizational unit, diversity and strategic goals.”

The definitions that the SB 817 Bill lists as divisive concepts, (such as: one race or sex is inherently superior or inferior to another race or sex; an individual's moral character is determined by the individual's race or sex; and the State or the United States is fundamentally or irredeemably racist or sexist, or promotes or advocates the violent overthrow of the United States Government) are not related to what our performance review section addresses and measures.

4. OTHER BUSINESS

a. Updates to Retirees & Alums Email Benefits

Last fall, the University announced the decision to discontinue email services for staff retirees and alums. Our goal has always been to improve information security and prevent fraud. As the University received feedback related to the announcement, we decided to pause and re-evaluate our options and reopen the discussion with several offices and the University administration.

We are happy to announce an alternative email option for staff retirees and alums that will include an affiliation-branded email address allowing for their continued affiliation with the University, the ability to receive program information, and providing the necessary security and fraud prevention. OIT will be communicating directly with retirees and alums who are using our email services regarding this new option and their next steps. <https://oit.utk.edu/news/changes-to-alumni-and-retiree-email-2/>

b. Sick Leave Bank Enrollment Happening Now!

Now through June 30, 2023, we will be accepting applications for new enrollees in the Knoxville-Area (including the Institute for Public Service, System Administration, UT Foundation and UT Space Institute), and Institute of Agriculture sick leave banks.

For more information regarding the sick leave bank visit: [Sick Leave Bank | Human Resources \(utk.edu\)](#). An informational on-demand session is available at: [SLB Information Session on Demand - YouTube](#).

For questions, or to submit your application, email sickleavebank@utk.edu.

5. REMINDERS

- a. Next meeting: May 23, 2023, from 2:30 – 4:00 p.m. eastern via zoom.
- b. Please email constituent questions to Sam Smith (samsmith5@utk.edu) or John Goddard (jgoddard1@utk.edu).