

## PRESENT

Michele Atkins, Mary Beth Burlison, Alicia Calderon, Jon Chandler, Shane Colter, Darrell Easley, DeAnna Flinchum, John Goddard, Lauren Hatcher, Melissa Jenkins, Whitney Jenkins, Tarah Keeler, Beth Kurtz, Amanda Middleton, David Moore, Shay Riggs, Sam Smith, LaShel Stevens, Samantha Ward, Tanya Washington, Leslie Wereszczak, and Lisa Yamagata-Lynch

## ABSENT

Christopher Binkley, Jamie Cyphers, George Drinnon, Allyson Graves, Marcus Hilliard, Kim Raia, Tonya Sartin, Hillary Tune, Matt Ward, and Leslie Wereszczak

### 1. WELCOME

Shane Colter, Exempt Staff Council (ESC) Chair, welcomed everyone to the September 2024 meeting.

### 2. NEW BUSINESS

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

DASH is now transitioning into the User Acceptance Testing phase of development. As we move later on into the Fall, training will begin to rollout on DASH, with January 6, 2024 still being the go live date.

[Annual Compliance Training for 2024](#) is now available to complete in K@TE. This is due on December 31, 2024 and should only take a couple of hours to complete.

[University of Tennessee Policy GE0002, Conflicts of Interest and Commitment](#), requires all employees to file a disclosure of outside interests and activities each year. This disclosure process helps the university identify and manage conflicts between an employee’s outside interests and their university responsibilities. Due to UT’s transition to the DASH enterprise resource planning system in January 2025, all disclosure forms [must be submitted](#) and cleared through departmental workflow approval by October 31, 2024.

The UTK Human Resource Employee Relations Team is hosting a Retirement Series this Fall. You can register for the sessions in [K@TE](#) by searching “Retirement Series.”

For more information about each session, visit [Financial Wellness Retirement Series \(sharepoint.com\)](https://sharepoint.com).

Following the success of the Spring networking event, the Career Development team will be hosting a Fall networking event, on October 18<sup>th</sup> from 11:30 a.m. to 1:00 p.m., called [Connect the Dots](#) in the Frieson Black Cultural Center. It will be a tailgate theme with some snacks provided. You can register in [K@TE](#) by searching “Connect the Dots.”

The UTK Human Resources Recruitment Team is hosting a [Career Fair on October 30<sup>th</sup>](#) from 11:00 a.m. to 1:00 p.m. at the UT Creamery. This event promises to be a one-stop destination for job seekers eager to explore a wide range of opportunities across the University of Tennessee, Knoxville. Whether you’re a prospective hire new to the workforce, a current employee looking for a new challenge, or an experienced professional who wants to call UT your workplace, this event offers an excellent chance to connect with departments actively recruiting talent.

- Committee Updates

There were no updates provided for the Employee Relations Advisory Board, Faculty Senate, Police Advisory Council, University Leadership Council, Council for Diversity and Inclusion.

The UTK Collaborative Leadership Council met for the first time as a group. Representatives were present from the Student Government Association, the Graduate Student Senate, Faculty Senate, the Exempt Staff Council, and UTK HR. Each representative discussed what concerns their group is working on and what their aspirations are for this upcoming year. Parking, the Fair Labor Standards Act and market pay ranges, Sick Leave Bank, institutional growth and infrastructure, accessibility issues, and childcare for employees were issues common within each group. The SGA President revealed that they attended a conference call with other SEC schools and UT was mentioned as a model for athletics and enrollments, as well as some other areas among other SEC Institutions.

### 3. CONSTITUENT ISSUES

- **(Q):** The university gave a 3% ATB increase on July 1 and there will be an approximate 5.5% increase in health insurance premiums. Is the university willing to provide one-time funds to offset the insurance increase, which results in a pay cut?  
**(A):** Tarah Keeler, Interim Associate Vice Chancellor of Human Resources, replied that increases in healthcare costs can be challenging and not something that anyone wants. However, the increase in healthcare premiums cannot be directly compared to the across-the-board salary increase, 5% in healthcare premiums vs 3% in across-the-board salary raises. If you were to take the most expensive plan and look at those increases, it is \$264 a year. Versus employees that are earning \$15 an hour would have received an increase of \$936 with their across-the-board raise. Each employee’s

situation is different, but there should not be any “pay cuts” due to the increase in healthcare costs.

- **(Q):** Can Parking Services explain how they determine what price to charge for concert parking?

**(A):** HR reached out to Tanara Teal-Tate, Executive Director of Parking and Transportation Services, and she responded with:

“Concert Parking Pricing: The pricing for concert parking is determined by several factors:

- Event size and anticipated attendance
- Operational costs (staffing, security, maintenance)
- Market rates for similar events in the area
- University policies and guidelines
- Parking demand management strategies

We strive to balance fair pricing with the need to cover operational costs and effectively manage parking demand during special events.”

- **(Q):** Can Lot 9 behind Bailey/Claxton have a “no parking zone” as you are coming into the parking lot off of Phillip Fulmer Way, next to the sidewalk by the student union? Could we also see about removing the bush that blocks the view of cars driving around the curve in that same area? This along with the large bushes in the sharp curve at the back of lot 9 make it very difficult to navigate and quite dangerous.

**(A):** HR reached out to Tanara Teal-Tate, Executive Director of Parking and Transportation Services, and she responded with:

“No Parking Zone” Request: Thank you for your suggestion regarding a ‘no parking zone’ at the entrance of Lot 9 off Phillip Fulmer Way. We will have our traffic engineers assess this area to determine if such a zone would improve safety and traffic flow. If deemed beneficial, we will implement appropriate signage and markings.

Bush Removal/Trimming: We appreciate you bringing the visibility issues caused by the bushes to our attention. We will coordinate with our Facilities Services department to evaluate these locations and consider trimming or removing bushes that obstruct views and pose safety risks. Our goal is to maintain an aesthetically pleasing campus while ensuring the safety of all drivers and pedestrians.”

- **(Q):** Would it be possible to install a gate at the entrance of lot 9 to provide access to the lot? This way, only those assigned to park there would have access to park here.

**(A):** HR reached out to Tanara Teal-Tate, Executive Director of Parking and Transportation Services, and she responded with:

“This is in the works, but unfortunately, we hit a snag with the current lot that will require additional boring because a line was hit. The gate and vendor have already been awarded, and we are awaiting next steps from Facilities.”

## Other Business:

- a) Shane Colter and Beth Kurtz met with the University of Tennessee, Chattanooga campus ESC & Employee Relations Committee (ERC) representatives to discuss their implementation of a Staff Senate in Chattanooga. They have written up a proposal for the Senate, which they shared with Mr. Colter and Ms. Kurtz in draft form. They are looking at a Summer 2025 launch for their Staff Senate.
  - b) [Open Enrollment](#) - October 1, 2024 through October 18, 2024
  - c) Retirement Series - Sessions ongoing this Fall 2024, Search "Retirement Series" in K@TE to find sessions
  - d) Online Office Games: Halloween Edition - October 31, 2024, 11:00 a.m. - noon, registration in [K@TE](#)
- Next meeting- October 22, 2024 at 2:30 pm EST.
  - Please email Shane Colter ([colters@utk.edu](mailto:colters@utk.edu)) or Sam ([samsmith5@utk.edu](mailto:samsmith5@utk.edu)) with constituent issue or questions the Friday (by noon) before the next meeting.