

## PRESENT

Michele Atkins, Christopher Binkley, Mary Beth Burlison, Alicia Calderon (Campus Partner), Shane Colter, Jamie Cyphers, Anna Marie Daeley (proxy for Melissa Jenkins), Darrell Easley, John Goddard, Beth Kurtz, David Moore, Shay Riggs, Tonya Sartin, Sam Smith, LaShel Stevens, Hillary Tune, Samantha Ward, Leslie Wereszczak, and Lisa Yamagata-Lynch

## ABSENT

George Drinnon, DeAnna Flinchum, Allyson Graves, Lauren Hatcher, Marcus Hilliard, Whitney Jenkins, Amanda Middleton, Kim Raia, and Matt Ward.

## 1. WELCOME

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

## 2. NEW BUSINESS

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

[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.

DASH will be going live on campus January 6, 2024. Check out the [Friends of Dash hub page](#) for the most up to date information regarding the roll out.

Annual Performance Reviews will now be completed in DASH. The Employee Relations team will be providing some broad training sessions on the Performance Review topic. These sessions will be “[Annual Performance Review for Staff: Take Charge of Your Performance](#)” and “[Annual Performance Review for Staff: Empower your Staff.](#)”

A group has been formed with several representatives from the ERC and the Exempt Staff Committee to form a draft of the new Staff Senate Bylaws. The group has almost finished creating the first draft of the document and will hopefully be able to get feedback from leadership before the next ESC meeting. The ESC webpage will

remain active until the Staff Senate is formed. The Staff Senate will then transition to the Hub.

b. Committee Updates

- o Employee Relations Advisory Board (Shane Colter)
- o Faculty Senate (Jamie Cyphers)
- o Police Advisory Council (LaShel Brown)
- o University Leadership Council (Beth Kurtz)
- o Council for Diversity and Inclusion (Hillary Tune)
- o Shared Governance Committee - aka The UTK Collaborative Leadership Council (Shane Colter and Beth Kurtz)

The next meeting for the Employee Relations Advisory Board will be in December. Shane Colter discussed topics he planned on bringing up in the meeting and asked the group for any additional topics to address.

The last meeting for Faculty Senate for the calendar year happened in November. The President's report, a childcare center, the Chancellor's report, the Provost's report, an update on AI tools, the ending contract with Google, and the student death response protocol (and prevention strategies) were all topics discussed at the meeting.

The Police Advisory Council and University Leadership Council did not have an update for this meeting.

The Council for Diversity and Inclusion is not currently meeting as they are restructuring their group to make it more effective.

The UTK Collaborative Leadership Council met in mid-November and discussed the possibility of getting an annual review for graduate students, the end of the contract with Google, the childcare center, and parking issues. The next meeting is planned for mid-January.

3. CONSTITUENT ISSUES

- a. (Q): Vet Med is going to offer an UG degree starting Fall 2025. Previously, Vet Med was not covered under educational tuition waiver for employees because it was a full-time program at the GR level. Will that change since Vet Med will now be offering an UG degree? Also, are there any updates about tuition waiver/assistance for UG certificates?

(A): Darrell Easley explained that this question has previously come up in the non-exempt Employee Relations Council and the answer then was: "The policy excludes fee waivers for programs without part-time options such as vet med and law (JD). Certifications are not covered in the fee waiver policy."

**Other Business:**

- **December meeting is canceled**, next meeting- January 28, 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.