**Exempt Staff Council**

Tuesday, June 26, 2018– 2:30 pm to 4:00 pm

1610 University Ave. – Room 118

***MEETING MINUTES***

1. **Welcome**

Mr. Heath Nokes, ESC Chair, welcomed everyone to the June meeting of the Exempt Staff Council.

1. **Guest Speaker – Dr. Wayne Davis, Interim Chancellor of UTK**

Dr. Davis acknowledged that the campus has experienced lots of changes recently and that he would like to focus on moving forward. Dr. Davis shared that this is the first semester since 1984 that UTK dos not have a tuition increase. There is about a 5% increase rate in the freshmen class and 2% increase rate in the total number of students. Our goal is to have a 15% increase rate of undergraduate students over the next 5-year period. Dr. Davis added that this year, staff who are making less than $40,000 annually will have a $600 minimum salary increase. There will also be a merit component.

Dr. Davis also responded to questions from the council members.

Question: Do you miss the College of Engineering?

Dr. Davis: Of course I do. I spent almost all of my career in the College of Engineering. I’ve been there for 47 years. But I like to move forward and I know UTK is a wonderful place to be.

Question: Is there a timeline on the Chancellor search or will a new President be hired first?

Dr. Davis: It is my understanding that a President search would happen before a Chancellor search. Dr. DiPietro’s current contract will end in July 2019. The new Board of Trustees starts on August 2, 2018 with a 12-member board. The new Board of Trustees will be involved in a President search.

Question: Is the new Provost still coming?

Dr. Davis: Yes, the new Provost is Dr. David Manderscheid and he will start on July 2, 2018. I have been meeting with him every week since May 7 in conjunction with the current interim Provost, Dr. John Zomchick. Dr. Manderscheid has been highly engaged.

Question: There is a lot of speculation that the “real” reason for Dr. Davenport’s termination was retaliation for opting out of the Governor’s Outsourcing Program. Do you intend to reconsider the outsourcing option?

Dr. Davis: I don’t have any information to believe that is fact. Our campus opted out of outsourcing. The only thing I have seen is information that the company who bid for outsourcing has been communicating with community colleges in the state, proposing that they can provide services. The company has not yet approached me with any information. My response will be we don’t have a need for outsourcing at this point in time. We already have people to do the job.

Question: Considering there has been such a high turnover rate in the Office of the President and now Chancellor over the past 15 years, do you have any concerns that there is a serious flaw in the way UT hires and vets potential candidates?

Dr. Davis: I don’t. I have been part of search committees senior administrator positions of this campus. I’ve always thought that the search was done very openly, honestly, and we’ve vetted candidates as best as we could. I don’t think we have real flaws there. But I do think we are in an interesting time. It is a competitive world. All the universities may have opportunities available for faculty and senior administrators. We try very hard and, as does HR, to hire people that are going to be committed to the University of Tennessee. I am fully committed and I have turned down a whole lot of job offers, including contact twice since I became the Interim Chancellor. I am really interested in helping the university during this time and then being part of the community for the rest of my life after I retire. This is a fantastic place to be.

Question: What topics do you think can’t be put on hold for the period that you are the interim Chancellor?

Dr. Davis: What we can’t put on hold is the university of Tennessee. We should always move forward. We are always striving for excellence. I also believe that we should be growing and we have facilities to grow. Growth creates excitement for all colleges. It creates income for the university with the tuition students pay. I don’t think we can put that on hold. I don’t think we can put our goals of free speech, civility, diversity and inclusion on hold. Those are the fundamental things we believe in as a campus. And you can’t put things that are fundamental on hold. We have to move forward. We are going to hire more faculty this year than in the last 25 years. Twenty of those positions are going to be brand new. There are three clusters of researches to be hired too. Along with faculty hires come with staff hires. We are thinking to have one to two staff per faculty.

Question: Are we still in the journey to become a top 25 public university?

Dr. Davis: We are on the journey to the top. But I am not sure if I am in a position to make comments about whether I think the university can achieve that goal. Every university wants to become top 25. The top 25 universities want to stay in top 25. There are other colleges in this university are working on or have already achieved that. I think the challenge to move into that direction is exciting. The growth of the university to me is exciting. I might be an Interim Chancellor, but I am going to make lots of decisions about moving forward. We need to position ourselves to demonstrate to those chancellor candidates that we are a great place to be.

1. **Election Update – Julie Roe**

Julie Roe, Sr. Employee Relations Counselor for Human Resources, shared that our spring election was very successful. Ad hoc elections for OIT group and Finance & Administration (UTK) will be held later.

1. **ERAB Meeting Report – Heath Nokes**

Information shared at the ERAB meeting includes, the search for a System Vice President of Human Resources is underway; a proposal for changing the non-exempt employees’ overtime calculation; the System Compensation team is ready to publish the third group of the Job family project on their website; and a 2.5% average salary increase pool this year. Employees who are making $40,000 or less will have a $600 minimum salary increase.

1. **Issues/Questions from Constituents:**

* **Tiny Trash Policy**

**Question: Can you talk more about the tiny trash initiative?**

**Answer:** Julie Roe, Human Resources, reached out to Dave Irvin, Associate Vice Chancellor of Facilities Services, for information prior to the meeting. Mr. Irvin confirmed the My Tiny Trash Program is not related to outsourcing in any way. Facilities Services initiated this program as it does result in substantial cost savings, increased recycling, and significant time savings for Building Services. We have tested this concept and program in a number of buildings including in Facilities Services. We started with Finance & Administration spaces and are rolling out the program to academic areas last. Employees are encouraged to direct their comments and questions to Facilities Services at the One Call number 946-7777 or any of 6 social media sites. That would allow us to answer more quickly and completely.

Additionally, Jay Price, Recycling Coordinator, shared more information about the Total Cleaning System: “The Total Cleaning system had cleaners emptying trash from offices once a week. If people eat lunch at their desk or have other wet or sticky waste that would attract pests etc., they should take that waste to the central waste collection units such as those in restrooms, break rooms, or hallways where they were emptied daily by the custodial team in Building Services. My Tiny Trash is essentially just an extension of that program. Most people have relatively little waste that they need to dispose of at their desk if they are disposing of the waste correctly.

The My Tiny Trash container and program help in several ways: The small container has a lid to reduce pests and smells. Its size in relation to the recycling container visually reinforces the fact that really only small things such as candy wrappers, straws, and the like should be disposed of in the landfill container at your desk. It also helps to remind individuals that recyclables should be clean, and that wet, smelly, or sticky waste should be disposed of in larger centralized containers that are lined and emptied daily. It reduces the use of the liners that were used for small trash cans in each person's office. We found that trash was being overly packaged. The bags in people's individual offices were rarely full and were pulled and put in a larger liner with all the other small liners, taking up more space and adding unnecessary weight to the landfill stream. The liners are also quite expensive. Trash liners remain the largest single custodial material cost on campus. The blue recycling bin at each desk can now be used for plastic and cans as well as for paper, making recycling those items more convenient. Individuals have to separate the plastic and cans from the paper when they get to the centralized stations, but it is simple and easy to do. It provides people with an opportunity to get up from their desks and move a little more each day or each week to improve their health and mobility as well.

When each person takes responsibility for their waste, we have found that they are more likely to recycle it.

Our campus average recycling rate hovers right around 30%. The first building that we launched the My Tiny Trash program in was the new Facilities Services Complex (FSC) right as we moved in. In our old building, we had an 8yd dumpster that was full of trash and emptied out every week. We now have a 2 yd. dumpster for trash that is emptied twice a week, cutting our weekly waste hauling volume and costs in half. Our recycling rate at last check was at 66%. As we implement the My Tiny Trash program in a building, we add more centralized waste and recycling stations throughout the building and often find other ways to reduce waste. We perform pre- and post-implementation waste audits to assess problem areas and try to address them with new programs or containers as well as education. For example, we implemented composting in the break rooms of the Kingston Pike Building and the Facilities Services Complex (FSC) as a result of the audits performed there, and plastic bag/film recycling in the receiving area at FSC.

As for cleaning the My Tiny Trash containers out if used properly for dry waste, there is little to no need for cleaning them out, much like there has been little to no need to clean out the paper recycling bins at each desk.”

1. **Next Meeting**

July 24, 2018, Tour of Neyland Stadium.