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PRESENT

Emma Burgin, Mary Beth Burlison, Shane Colter, DeAnna Flinchum, John Goddard, Gina Hale, James Hodge, Melissa Jenkins, Bonnie Johnson, Johnny Jones, Beth Kurtz, Mary Lucal, Rachel McClelland, Nathan McKinney, David Moore, Blake Reagan, Sam Smith, Ken Wagner, Matt Ward, Tanya Washington, Leslie Wereszczak, and Lisa Yamagata-Lynch

ABSENT

Christopher Binkley, George Drinnon, Darrell Easley, Marcus Hilliard, Rita Jackson, Kim Raia, Kevin Thompson, and Norma Wilcox

1. WELCOME

Chair, John Goddard, welcomed everyone to the January meeting, the first meeting of 2023.

2. NEW BUSINESS

a. HR Update

Dr. Mary Lucal began an update on Human Resources. [Online Performance Reviews](#) are now available to complete and are due on March 31, 2023. There are a lot of workshops, with some new offerings this year, that are being offered to help support staff and supervisors through the review process. You can sign up for these sessions through [K@TE](#). Dr. Lucal commented she hoped conversations about performance are happening throughout the year, which will make the annual performance reviews easier.

Learning and Organizational Development is producing a lot of new offerings, such as podcasts. Career Development Coach, Nancy Burkett, has become very busy, as many people are requesting appointments to discuss professional development. Career Development was a huge, untapped area of need for UT staff on campus, so having Ms. Burkett and the potential of this new career development offering is exciting for the HR department.

HR will be hosting two events in the Spring, with full details coming soon. This will be a two-step career event. The first will be a preparatory event where you can submit your job materials for review, make an appointment with Ms. Burkett, speak with recruiters, and attend various micro-sessions. The second part of the event will be a job fair that will be open to both internal staff and the community at large.

b. Committee Updates

i. Police Advisory Council – John Goddard

The last meeting was in November 2022 and had Chief Lane as a guest speaker. Topics included security at Neyland Stadium on game days, the increasing homeless population near the greenhouses on campus becoming a problem since the city of Knoxville ran them out of where they normally congregate, trouble with employee parking on basketball game days, the blue light telephones all across campus, and that amnesty is not legitimate on campus and does not trump the law. Bicycles are being stolen by the homeless and catalytic converters are also being stolen. The Honda Accord is the number one car to be stolen on campus. UTPD is working really well with the new Knoxville Police Chief.

ii. Employee Relations Advisory Board (ERAB) – Shane Colter

The last ERAB meeting was in late November 2022, with the next meeting likely not to be until March 2023 at the earliest. UT President Randy Boyd began the meeting in November with an update on all campuses. For UT Knoxville, he expressed his optimism for the pedestrian bridge and the funding situation. President Boyd also shared some of the recent employee survey information, and summarizes that UT is a great place to work. The Gallup Campus survey is currently running, and it was noted how valuable the survey information is and how important it is to take the survey. A quick update was given on the DASH project. The Juneteenth question was submitted on behalf of the ESC and the answer was to treat that holiday like other non-paid holidays, like Veteran's Day. Employees can take it off with leave if they like and it is encouraged for managers to honor that, if possible, but it will not be an official day of holiday leave. Other topics that were brought up for future consideration were the rising cost of living and the tuition waiver incentive being increased.

iii. Council for Diversity and Inclusion (CDI) – Beth Kurtz

The last meeting was in late December 2022. The Asian American and Pacific Islanders (AAPI) commission have finalized their bylaws and are working diligently to continue to get their commission caught up with all the other commissions that have been around for a while. They have also finalized a

survey that they will be sending out the UTK population around February or March. The Commission for Blacks and the Commission for LGBT People are both changing their names to be more inclusive and representative of the community that they are trying to serve. They are in the process of voting internally on what those new names will be and then they will be presented soon. Commission for Women is working on their grand challenge of women's health, access, and equity. They are [accepting nominations](#) to the Hers Institute, a leadership development program for women and Higher Ed. The Graduate Student Senate is working on resolutions and hoping to collaborate across campus. Graduate and Professional Students Appreciation week is coming up in March.

iv. University Leadership Council (ULC) – Beth Kurtz

The group meet the week prior, and Chancellor Plowman gave an update on some of the initiatives that are already being developed, such as the Baker Center Civics Institute and the employee survey. Increasing housing capacity was discussed and the limits that are involved in this due to State and Federal funding. A Master Plan Town Hall was also announced. The Academic restructuring is going to the Board of Trustees for approval in February. Three new main messages were also announced: (1) UT as a University on the rise, (2) UT being an everything school, (3) Tennessee is winning. Allen Bolton was also introduced. He will be the interim Senior Vice Chancellor for Finance and Administration, taking over from Chris Cimino. His goal is to be as productive as possible since he does not want to be an idle interim. He will be here for 10 to 12 months. Ramon Padilla, Jr. has become the new UT Knoxville Vice Chancellor for Information Technology and Digital Innovation. He is currently observing and evaluating and hopes to have some recommendations soon based on his observations. He is also looking to fill a lot of various new positions with the student population.

v. Faculty Senate – George Drinnon

There was no update to provide for the Faculty Senate.

c. Topics and Guests of Interest Discussion

Mr. Goddard commented that he is in the process of trying to get President Boyd as a guest speaker for the group. The results from a survey taken in September 2022 were then reviewed. Some topics of interest included: Serve UTK, the new UTK CRM, the University's future, current challenges and opportunities, HR and exempt-themed topics, University benefits breakdown, Diversity and Inclusion policies, and legislative items that impact employees and students. Possible guest speakers that were mentioned were: Luke Lybrand, Randy Boyd, David Miller, and Donde Plowman. Other comments that were notable on the survey were training on the role of the

representative including disciplinary action and a desire to discuss the purpose of the group.

David Moore suggested to have someone come speak about the donations given through the giving campaigns and 51c3. Brian Browning was suggested to cover this as he is the campus contact for the United Way. Dr. Lucal asked the group if someone to speak on the ADA process for staff would be of interest and the group agreed it was. Jill Malolepszy was suggested as a guest speaker for the staff ADA topic. Emma Burgin suggested Sarah Conrad for the student side of the ADA if that was of future interest. Legal and General Council was also had a lot of interest from the group to have an update from their office and a Q&A section as well. Beth Kurtz suggested a guest speaker to talk about the Baker Center, which could be Marianne Wanamaker.

### 3. CONSTITUENT ISSUES

#### a. Parking in Staff Lot 30

**(Q):** In Staff Lot 30, employees are not allowed by the basketball parking attendants to re-enter the lot to finish out the workday. According to the Parking & Transportation website, the policy is to direct all staff members to a different lot beginning at 4pm. I'm hoping Parking & Transit might consider a change in the policy.

**(A):** Mark Hairr, Executive Director of Parking & Transportation, said: I understand the issues you've raised, but we're not able to provide exceptions to a few and not all when we have 600+ Staff 30 permit holders and trying to account for who may park and who may not is challenging to say the least and puts our Parking Attendants in an untenable position. This isn't about revenue, but rather we're trying to be consistent and clear with our alternative staff parking arrangements during events which have had posted on our website at the following link for a long time: <https://parking.utk.edu/about-special-events/basketball/>. Specifically, we hold the Staff 9 lot near Staff 30 for working staff.

Dr. Lucal suggested Brian Browning as the person to talk about this issue with. She also suggested to have him as a guest speaker to explain the issue and policy, and the group could discuss possible solutions to this issue with him.

#### b. Commercial Painting on the Rock

**(Q):** Are there guidelines for commercial artists painting the Rock? Is there is a difference between students, faculty, or staff painting the Rock versus commercial artists paid a commission to paint it like a billboard for promotional advertising, even if the artist is alumni or if the advertised event is on campus?

**(A):** No answer was able to be found before the meeting.

Bonnie Johnson commented staff and faculty cannot paint the rock without a student present because it would be breaking the student free speech policy. As a staff member and university representative, painting the rock without a student present, would be painting over a previous student's free speech. So, if a department or any non-student focused group was interested in painting the Rock, they need to have a student involved in the process for it to be okay and to not be breaking the campus free speech policy. Lisa Yamagata-Lynch highlighted the Rules of the Rock which are posted next to the Rock, which gives the context of the opposite of what Ms. Johnson has said as it says the University community are welcome to paint the Rock. Ms. Johnson clarified that she received that information from Byron Hughes. Ms. Yamagata-Lynch also pointed out that the Rock may be on public property, and this would be a good question to ask General Council when they come as a guest speaker. Rachel McClelland stated that Public Safety oversees the painting on the Rock.

#### 4. OTHER BUSINESS

a. New constituent lists will be coming before the February ESC meeting.

b. Employee Assistance Program (EAP) Webinar

Here4TN offers resources and services to help you and your family feel, live and work better through its Employee Assistance Program (EAP) and behavioral health resources and services.

UTK HR and Optum, our EAP vendor, will host an informational webinar on Monday, February 6 at 2pm covering EAP services available to all benefits-eligible staff and faculty and eligible family members, even if you are not enrolled in medical insurance.

Topics will include:

- EAP and behavioral health benefits
- Substance use support services
- Financial and legal resources
- WorkLife services
- Take Charge at Work

Anyone is welcome to attend. Register by visiting the event page: [Employee Assistance Program \(EAP\) Webinar - University of Tennessee, Knoxville \(utk.edu\)](#)

Need assistance now? Call 855-Here4TN (855-437-3486) 24/7 or visit Here4TN.com.

#### 5. REMINDERS

a. Next meeting: February 28, 2023 from 2:30 – 4:00 p.m. eastern via zoom.

b. Please email constituent questions to Sam Smith ([samsmith5@utk.edu](mailto:samsmith5@utk.edu)) or John Goddard ([jgoddar1@utk.edu](mailto:jgoddar1@utk.edu)).