

## PRESENT

Christopher Binkley, Mary Beth Burlison, Alixia Calderon (Campus Partner), Shane Colter, Tom Cruise (Guest Speaker), Jamie Cyphers, George Drinnon, Darrell Easley, DeAnna Flinchum, Kerry Gardner (Guest Speaker), John Goddard, Allyson Graves, Lauren Hatcher, Bill Jackson, Melissa Jenkins, Bonnie Johnson, Beth Kurtz, Amanda Middleton, Jacob Rudolph (Guest Speaker), Tonya Sartin, Sam Smith, LaShel Stevens, Hillary Tune, Matt Ward, Tanya Washington, Leslie Wereszczak, Brooke Wichmann (Campus Partner), and Lisa Yamagata-Lynch

## ABSENT

Michele Atkins, Marcus Hillard, Nathan McKinney, David Moore, Kim Raia, Blake Reagan, and Norma Wilcox

## 1. WELCOME

Beth Kurtz, Exempt Staff Council (ESC) Chair, welcomed everyone to the February 2024 meeting.

## 2. NEW BUSINESS

- a. New Campus Intranet – Kerry Gardner, Assistant Director for News & Information and Jacob Rudolph, Associate Vice Chancellor for Communications & Marketing

The Office of Communications and Marketing has worked with many campus communicators and leaders across campus for the past year to work on a digital communication transformation project. The objective of this project was to be more strategic with the content that is put on University online environments. The product of this project is a new Knoxville campus Intranet just for employees, called the Hub. Employees will be able to use this Intranet to find the information they need most, like forms, campus events for employees, and news from departments that employees need to know. The goal is that employees will start with the Intranet Hub first when they search for any information they need from the University's website.

Kerry Gardner gave a demonstration of the Hub. The Intranet is now live for all employees to explore. Visit [www.hub.utk.edu](http://www.hub.utk.edu) and sign in with your NetID and password to access the site.

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

Staff performance evaluation season is here. Annual Staff Performance Reviews for 2023 are due March 31, 2024. Lists will start to go out to Vice Chancellors of reviews that have not been completed as of mid-March 2024.

The implementation of [DASH](#) (Dynamic Administrative Systems for Higher Ed), the University’s new ERP (Enterprise Resource Planning) system is still progressing forward. Training is slated to begin around April/May 2024. The new system is scheduled to be implemented July 1, 2024.

Human Resources has partnered with a consulting firm to help research the viability of a childcare center on campus and create a Request For Interest (RFI). Focus groups were held with the consulting firm at the end of January 2024 to discuss the needs and desires for childcare on campus.

- c. Abbreviated Green Zone Training – Tom Cruise, Associate Director of the Veterans Success Center

Tom Cruise from the Veterans Success Center gave an abbreviated Green Zone Training to the Exempt Staff Council Representatives. Green Zone Training aims to educate about who student and staff veterans are, how the GI Bill Works, strengths, challenges, and support services that the University offers. If you would like to know more about Green Zone training or how to help Veterans on campus, contact Tom Cruise at [tcruise@utk.edu](mailto:tcruise@utk.edu) or 865-974-8716. The Veterans Success Center is located at G020 Hodges Library.

- d. There were no committee updates given for the February meeting due to time constraints.

### 3. CONSTITUENT ISSUES

- a. (Q): We are having an issue getting a timeline for when the chillers/climate control system in the conference center will be finished. It has been hot and basically uncomfortable to inhabit since Thanksgiving.

This question was tabled until the next meeting while awaiting an answer from Facility Services.

### 4. OTHER BUSINESS

- a. Online Performance Reviews are due on March 31, 2024 and can be accessed at <http://opr.utk.edu/>.
- b. Financial Wellness Series: March 19, 2024 – Homebuyer 101; Sign up on K@TE by searching “Financial Wellness Series.”

Next meeting- March 26, 2024 at 2:30 pm EST.

Please email Beth Kurtz ([ekurtz2@utk.edu](mailto:ekurtz2@utk.edu)) and Sam ([samsmith5@utk.edu](mailto:samsmith5@utk.edu)) with constituent issue or questions the Friday (by noon) before the next meeting.