

EMPLOYEE RELATIONS COMMITTEE MEETING

The University of Tennessee at Chattanooga

June 19, 2008

Southern Writer's Room, Lupton Library

Representatives and Alternates present: Joyce Blevins, Angela Bradshaw, Deanna Cameron, Sue Carroll, Julia Cronin, Cheryl Faulkner, Kelly Griffin, Jeannie Hill, Valerah Hodges, Ken Hood, Anne Jay, Joyce Powell, Doris Roensch, Liz Walker.

Others in attendance: Chuck Cantrell, Assistant Vice Chancellor; Terry Denniston, Assistant to the Chancellor; Dan Webb, Director, Office of Human Resources; Melanie Sadler, Administrative Specialist, Office of Human Resources.

Call to Order: Ms Hodges called the meeting to order.

Minutes:

Motion was made and seconded to approve minutes of the April meeting. Motion was made and seconded to approve minutes of the May 15th meeting to read: He praised Bob Lyon's (Vice Chancellor, University Advancement)...

Guest: Bob Ratchford, Chief of Police

Chief Ratchford met with officials from the Salvation Army to discuss their plans for expansion. The number of beds would increase by 40; 20 for work release prisoners and 20 for displaced single family homes.

The number of people living at UTC Place year-round has increased. A Police Officer and 4 security officers have been assigned to Place who are responsible for patrol and monitoring the housing complexes. Additional video surveillance is being installed that will bring the number of cameras from 24 to 234. Chief Ratchford said video may be stored on a server or an additional position hired to monitor cameras. A security office is housed in the 3000 Building where officers check panels to determine if doors have been pulled or propped open, sounding an alarm. There are plans to install additional cameras on the North Campus.

Students are urged during Orientation to secure property; approximately 85% of thefts are preventable. The consequences of bringing alcohol, drugs and weapons onto campus are also discussed. Chief Ratchford said handguns, swords and knives have been confiscated. Anything which can be used as a weapon is a Class X felony, which carries the possibility of being expelled, a \$3,000 fine and 6 years in jail.

Several sessions were held this spring on emergency planning, sponsored by Safety & Risk Management; University Relations; Student Development; Campus Police. More sessions will be offered this fall. Information contained in the sessions may be accessed at: www.utc.edu or by reviewing the Emergency Preparedness Guide (flip chart) distributed by Safety & Risk Management.

Approximately 100 red phones have been installed in classrooms for emergency use. Staff will be connected to UTC's police dispatcher by dialing 911. Blue phones located on campus connect automatically to the dispatcher.

Faculty, staff, students may sign up online for a free text messaging system; however, some cell providers may charge for the cost of a text message. The system provides notice of immediate and impending danger, such as tornado, chemical spill, acts of violence, etc. Chief Ratchford noted that prior to a bomb threat last spring, 1,100 were enrolled in the text message system; 2,000 signed up the following week. Parents cannot enroll as it requires an utc.edu email.

A comprehensive Emergency Planning Strategic Task Force comprised of Hamilton County Sheriff's Department, Chattanooga Police Department, Homeland Security and District Attorney will meet soon. An emergency drill will be conducted followed by a debriefing to determine ways to improve the response. Responding to an emergency at UTC is more difficult than responding to a high school or Chattanooga State, because the campus is wide-open.

Chief Ratchford urged members to contact Campus Police with safety concerns.

Issues/Concerns

The Board of Trustees meets Friday and a 6% increase in tuition is expected. The university continues the application process to the Carnegie Foundation, which Ms Denniston said becomes more important due to budget cuts. Mr. Cantrell noted that UTC grew more than any other public university last year. An increase in students translates into more dollars for the university. The university must prepare to be a more 24/7 campus.

Eighty-three North Georgia, mostly adult, students attended UTC this spring; 110 are expected this fall. Dollars were lost in the fall due to late approval from the Board but the university broke even in the spring. Expansion of the North Georgia plan could include graduate students as the university lacks capacity at the freshman level. Students typically attend GA colleges online for graduate level courses.

A member asked about retirement incentives for university employees. Mr. Cantrell said incentives are for state employees and does not include higher education employees. A meeting is scheduled on campus June 26 for state employees.

CARTA officials have stated that UTC's shuttle is the most successful they operate and will continue this fall. The university has asked CARTA to expand the shuttle downtown. Provident has requested that the downtown shuttle include a stop at their site but that will not happen this year.

Flex work schedules, requiring supervisor's approval, would allow staff to work 4 ten-hour days, except during a holiday week. Some offices won't be able to participate and some have already begun flex scheduling.

Mr. Webb said the new Chief Human Resources Officer, Linda Hendricks, also serves as Vice President and he expects to see more emphasis on training and organizational development.

Picnic

A picnic is scheduled August 8 from 11:30 - 1:30 in Maclellan Gym. A bake-off competition will be held. Ms Hodges is soliciting donations for door prizes. The Executive Team will serve for one hour and the ERC and ESC will serve for one hour.

Cookbooks

Approximately 10-15 cookbooks remain for sale in the bookstore.

Adjournment

Motion was made and seconded to adjourn.

Respectfully submitted,

Melanie Sadler
Administrative Specialist, Human Resources