

EMPLOYEE RELATIONS COMMITTEE MEETING
The University of Tennessee at Chattanooga
July 21, 2011
Fortwood Room, University Center

Members attending: Lora Cook, Mary Donoso, Cheryl Faulkner, Lisa Gladden, Kelly Griffin, Ericka Hill, Valerah Hodges, Ken Hood, Anne Jay, Kellie Karaky, Cynthia Stanley-Cash, Adrienne Teague, Liz Walker, Jean Walston.

Others in attendance: Shelbey Thompson, Emergency Coordinator, Safety & Risk Management; Dan Webb, Director, Office of Human Resources; Melanie Sadler, Administrative Specialist, Office of Human Resources.

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

Minutes: Motion was made and seconded to approve minutes of the June 16th meeting.

Guests: Cindee Pulliam, Director of Auxiliary Services
Tim McWilliams and James Dulin, Aramark

Ms Pulliam said the renovation of Crossroads is nearly a \$4 million project. Universities are shifting from cafeterias to other options and Aramark, following best practices at other universities, developed station-oriented dining halls a few years ago.

Crossroads offers an all-you-can-eat, dine-in option with continuous dining and some stations may not be available as items are changed out from breakfast to lunch to dinner. Healthy, gluten-free and lactose-free foods will be offered.

Payment is made upon entering and breakfast is \$6, lunch \$7, and dinner is \$7.50 with faculty and staff receiving a 10% discount with their Mocs card.

Breakfast items include scrambled and fried eggs, omelets, cottage fries, hash browns, bacon, turkey sausage, chicken patty, bagels, quesadillas, fruit bar, waffle station, coffee and beverages.

Lunch and dinner items include a hot line with meat and vegetables, vegetarian items, bakery, pizza, salad bar with soups, exhibition style cooking stations, hand-scooped ice cream, and an expansive beverage station. Other foods will be gradually added.

It is hoped that 1/3 of students will eat at Crossroads to alleviate congestion in the University Center, which reached maximum capacity 6 years ago. Ms Pulliam said 1,800 freshmen are required to select from 1 of 3 meal plans, at a cost of \$1,312.50 per semester. Plans include Unlimited; Weekly, offering 14 meals/week; Block, offering 160 meals/semester. There is a direct correlation between dining services and improved retention rates.

Seating capacity for Crossroads is 374. Operating hours are 7 am to 8 pm Monday-Thursday; 7 am to 7 pm Friday; 11 am - 7 pm Saturday and Sunday. Subway will be located at the front of the building with a separate entrance, and double serving lines. Seating capacity is 19.

Members inquired about take-out and delivery from Aramark. Mr. McWilliams said take-out is not available, only for students who are sick and confined to their dorm room.

Menus will be available on the website, while there may be substitutions once in a while. Every recipe comes from Aramark's database and nutritional information will be posted at stations. Mr. McWilliams said orders are placed with Sysco, Dixie, and local vendors, within 150 miles, to make sure they can source every vegetable to follow where it came from.

A member asked if meat was genetically modified. Mr. McWilliams replied that all meats used by Aramark are stamped USDA, the same grade as sold in supermarkets. He said he was unsure if it was hormone free but would be happy to find out and would entail an item-by-item investigation. Ms Pulliam said Greenlife Grocery offers hormone-free meat, which is very expensive.

Employee Relations Advisory Board Meeting

Ms Griffin attended the Employee Relations Advisory Board meeting, via videoconference, on June 27. Among the items for discussion were:

- 3% (or \$1,000 minimum, whichever is greater) across the board, effective July 1, and 1% non-recurring bonus pool for Chattanooga. Staff must be on payroll by June 30 to receive the across-the-board increase.
- Completing requirements for Partnership PPO.
- Request for a vision plan as part of the health insurance plans. Rob Chance, Director of Payroll, serves on the state insurance committee and will inform them that UT is interested in vision care coverage for its employees.
- Request to add HMO under the health insurance plans. UT administrators said the plan is too expensive to sustain. Mr. Webb said current plans combine some of the HMO features. Our insurance is self-insured and is a challenge to find ways ways to distribute equitably and fairly.
- Question regarding policy for retirement receptions. A new fiscal policy has been issued.
- Employee Engagement Survey will be conducted later this fall and will contain approx. 60 questions. The survey was done 3-4 years ago and good feedback was received. An outside vendor will be used to ensure confidentiality.
- Insurance co-pays for employees in smaller towns, such as Martin, might mean employees incur higher costs since they are sent to multiple doctors for diagnosis and charged individually for each

doctor, location, etc. Rob Chance said this could happen in any town and co-pays are not based on geographic location.

Ms Griffin will forward official minutes to members when they are received. The next ERAB meeting will be face-to-face on September 29th in Knoxville.

Campus Picnic

The employee picnic will be held August 12 @ 11:30-1:30 in the Tennessee Room. UTC's 125th Anniversary is the theme and Ms Donoso said Laura Bond, staff writer and moderator of UTC's Facebook, is assembling a slide show with 125 photos from yearbooks as far back as the early '50's. Ms Teague added that University Relations had done a stellar job in selecting photographs.

A member asked if photographs are taken at Service Awards and Ms Donoso replied that they are taken only for recipients with 20+ years of service. The member asked if photographs are taken of the Blue Ribbon recipients and Ms Donoso said she would speak with Ms Cindy Carroll.

Door prizes will be done differently this year. Names will be drawn from a master list and placed in a drawing for approximately door prizes; names will be attached to the door prize and winners do not have to be present.

A member asked if there would be a chance to buy 125th anniversary lapel pins. Ms Teague said she would speak with Mary Ollie Newman to see how many are available.

VW will have cars for test drives and bring T-shirts or other freebies. A valid driver's license and UTC ID is required to test drive.

Career Development Fund

Since January 2008, reimbursements have totaled \$4,661.00, which includes:

15 requests for CPS exam @ \$285.00/each	\$4,275.00
1 request for CPS exam @ \$210.00	210.00
3 requests for other training @ \$27.00/each	81.00
1 request for other training @ \$95.00	95.00

Ms Griffin said the balance, as of early June 2011, is \$1,870.23. Ms Sadler said since June 2011, the CDF has paid out an additional \$335.00 for a CPS exam and balance is \$1,535.23. She will provide updates on at future meetings.

Cookbook

The cookbook is now available for \$20 plus tax, cash or check in the bookstore. Proceeds from sales will be used first to repay the Chancellor for printing and shipping costs.

Other Issues/Concerns

- Ms Griffin reminded members they may read Dr. Carolyn Thompson's blog through a link to Caring Bridge. Staff are asked to contact the Chancellor's office if they wish to send anything personally to Dr. Thompson. Ms Teague said a blood drive will be held and details are being worked out with Blood Assurance.
- Operation Move-In will be August 18 from 8 am to 4 pm. Lunch will be provided to volunteers working between 11:30-1:00. Staff are asked to email Amy Cabness and provide the time they can volunteer.
- Ms Karaky reminded members that faculty and staff are invited to attend "What's the Scoop?", an ice cream social during New Faculty Orientation, August 11th in the University Center.

Next Meeting

The ERC will not meet in August. The next meeting will be September 15th.

Adjournment

The meeting was adjourned.

Respectfully submitted,

Melanie Sadler
Administrative Specialist, Human Resources