

**EXEMPT STAFF COUNCIL MEETING**

The University of Tennessee at Chattanooga  
April 18, 2011  
Fortwood Room, University Center

**Members attending:** Becky Bell, Tonya Botts, Mary Jean Broyles, Jean Dake, Amy Davis, Emily Geyer, Shirl Gholston (representing Sandy Cole), Susan Lazenby, Harriet Neely, Heather Wilson.

**Others in attendance:** Dan Webb, Director, Office of Human Resources; Melanie Sadler, Administrative Specialist, Office of Human Resources.

**Call to Order:** Ms. Dake called the meeting to order.

**Minutes:** A motion was made and seconded to approve minutes of the February 21<sup>st</sup> meeting.

**Guest: Dr. John Delaney, Vice Chancellor, Student Development**

Dr. Delaney said UTC is the college of choice throughout the state and is preparing a new Campus Master Plan and Housing Master Plan. Last fall, 100-110 students were housed in hotels. The remodeling of Stagmeier Hall by fall, 2012 would add 140 beds. Ms Broyles said not all residence halls are wireless but the Decosimo and 2000 Building will be completed this summer. The cost to provide wireless access in all housing is expected to be \$450,000-\$500,000. The Executive Team has discussed how services will be provided for additional students by departments such as Bursar, Parking, Food Services, etc.

The university has created a partnership with Off-Campus Partners to aid students, faculty, and staff in the search for off-campus housing. The site will include properties for rental, explain landlord tenant rights, working budgets for students, etc. Off-Campus Partners add 2-3 colleges per year and is partnered with University of Memphis, University of Virginia, College of William and Mary, among others.

Summer School is changing to offer classes that students need and not what teachers are available to teach. Approximately 300 students live on campus during the summer and that number could expand to 600-800. Many students live on campus without cars and Student Development could offer weekend day trips to Walmart or Hamilton Place. Ms Lazenby asked if trips to the mall and grocery could be provided throughout the school year and Dr. Delaney responded that students will be asked what they need.

Construction of the new library is expected to begin in 50-60 days and Chamberlain Field will become a green quad. The existing library will provide space for classrooms and academic departments. With the move of Student Technology Center to the new library, Dr. Delaney said he wants to move OSD (Office for Students with Disabilities) from Frist Hall into the vacated space. OSD serves 800 students per semester, which increased from 300 students per semester 5-6 years ago.

Financial Aid and Admissions have relocated to the University Center. The Chickamauga Room will be remodeled this summer into a more usable space with a Lupton podium.

Tuition is expected to increase 9.9% this fall. The athletic fee, currently at \$120/semester, is also expected to increase as THEC will not provide additional monies for Athletics. The student activity fee provides funding for the ARC and staff.

The state may request a 1-2% holdback in spite of the governor's proposal to provide half of the funding for a 1.6% pay increase. The last increase from the state was July, 2007.

As the university becomes a more traditional campus, it requires more options for students to create a sense of community, such as the Greek experience, aquatic center, etc. The number of students playing pool in the game room increased significantly when the University Center suspended the cost of \$.25/game. Engel Stadium has acquired the last piece of property from the railroad. It is hoped that a donor will provide funding for a track/soccer field and a place for Intramurals. There are 76 flag football teams but no green space to practice.

Ms Neely asked Dr. Delaney if sororities and fraternities were required to follow any rules while living in chapter houses. He replied that Sara Jahansouz was hired into a full-time position three years ago for recruitment, teach core values, and provide leadership. He urged her to follow-up in an email with him to address concerns.

#### **UT Compensation Advisory Board**

The UT System Compensation Advisory Board was launched by Interim President Simek in 2010 with Dr. DiPietro serving as Chair. The 13-member board serves in an advisory board, with Dr. Richard Brown as Chair and includes Dr. Verbie Prevost. Among the charges by the President are to examine best practices; develop a multi-year strategy; improve the work culture.

The first recommendation from the board was to raise the minimum starting salary to \$8.50/hour for regular employees (not term or students), effective July 1. This will affect 270 employees system-wide and primarily custodians and child care workers on this campus. Mr. Webb said front-line supervisors are responsible for communicating with their employees.

#### **Report from Parking Authority**

Ms Botts serves on the Parking Authority. The UC Foundation is viewing purchase of a lot at M. L. King and Douglas Street, which would provide 30 spaces. There is also discussion of possible construction of a five-story garage at the Racquet Center; faculty/staff lots; commuter lots; guest parking. Students have expressed the desire for parking directly under or adjacent to housing.

## **Other Issues**

- Final word from the SACS visit should come in December.
- The Financial Wellness Committee is considering offering a class that would highlight free benefits available to employees.
- The Training Advisory Group (TAG) has assembled a sub-committee to view delivery of Customer Service classes. Some TAG members delivered customer service training to Bursar and Housing.
- Sick Leave Bank enrollment ends June 30<sup>th</sup>. Members with approved request may receive up to 60 days of leave from the bank. UTC has 35% participation.
- Long Term Disability open enrollment ends May 2<sup>nd</sup>. The university has selected a new vendor and premiums have been cut almost in half. LTD provides replacement income, tax free up to retirement age, for employees who become incapacitated.

## **Next Meeting**

The ESC will meet May 16 @ 10:00 AM, Fortwood Room, University Center.

## **Adjournment**

A motion was made and seconded to adjourn.

Respectfully submitted,

Melanie Sadler  
Administrative Specialist, Human Resources