

EXEMPT STAFF COUNCIL MEETING

The University of Tennessee at Chattanooga

July 13, 2009

Southern Writer's Room, Lupton Library

Members Attending: Jim Bowman, Cindy Carroll, Jean Dake, Amy Davis, Shirl Gholston, Michelle Morales, Ron Nelson, Meredith Perry, Valara Sample.

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

Minutes: A motion was made and seconded to approve minutes of the April 20th, May 17th, and June 15th meetings.

Guest: Dr. Richard Brown, Vice Chancellor, Finance & Operations

Dr. Brown said he sensed the state's budget crisis developing two years ago. UTC had a 7% enrollment increase a year and half ago, the highest of any university in the state, generating \$1 million but was asked to return \$2.9 million to the state in a mid-year budget cut. The 2009/2010 fiscal year has eliminated 70 vacant and 1 filled position and \$6.1 million from the base budget. This marks the tenth consecutive year of budget cuts.

UTC will receive \$24.4 million in Federal stimulus funds for one-time non-recurring items such as operating equipment and budgets, part-time employees, travel, computers, etc. Funds may come over a three-year period and could be cut before cutting real dollars in the state's budget.

Within the next 60 days, UPRAC (University Planning and Resources Advisory Council) will decide how to spend \$9.7 million. Representatives from each shared governance group will sign the university's budget plan, adding comments if they wish to. (Jim Bowman is the ESC's representative.)

Approximately \$400,000 has already been spent on transfer scholarships. Dr. Brown cited recent partnership between Chattanooga State and Bethel College to offer 4-year degrees. Some monies will likely be used for energy sustainability, training and program development. The Strategic Plan does not contain funding for any new degree programs. The need for staff development was cited in the Faculty/Staff Survey, which can be viewed online. Dr. Brown said he would encourage managers to let their employees attend training.

The university must continually focus its resources on the primary mission and consider how to reduce resources that do not promote the primary mission. The university's mission is to teach, educate and graduate students. Campus units such as Cadec Conservatory, Children's Center, Challenger Center, and the Arena represent the university's engagement with the community and receive state dollars but do not directly generate student FTEs.

Tuition will increase 7% this year, generating \$2.5 million. Senior administration intends to set aside funds from this revenue to develop a modest equity plan to address compression issues among exempt and non-exempt staff, as well as faculty. It is anticipated that methodology for the exempt and non-exempt plans will be similar to the general methodology used in years past, whereby market values for each position is established by HR using

available salary survey data (primarily from CUPA-HR) and market targets are established based on years of University service. The Exempt Staff Council has worked with Human Resources in the past in developing this methodology. It is hoped that additional funds for equity adjustments will become available in January if enrollment remains steady.

Funding for the new library remains in the state budget and ground should be broken soon. The university is working with Knoxville to get the project bid, which Dr. Brown described as cumbersome and challenging. Plans for the Grote remodel have been with the State Fire Marshall's office for the past six months.

Construction on the Aquatic & Recreation Center (ARC) is almost complete; equipment is ADA compliant and interior colors are blue and gold. (After the meeting, Ron Nelson led members on a tour of the ARC.) Bidding will begin soon on the addition of a pool.

A hotel has entered an agreement with the university to house the 170 students exceeding Housing's capacity. Shuttles will transport students to and from classes and a Resident Director will be assigned to the hotel.

The university is coming upon SACS re-accreditation that occurs every ten years. Dr. Brown recently attended a SACS update in Atlanta where committee members stressed that the entire university community should know what occurs at their institution.

A 'day of caring' in mid-August has been proposed for staff to landscape the campus and assist students as they move into dorms. He said he would like to see it become an annual or semi-annual event. Dr. Brown said he would ask if administrators could march at graduation, on a voluntary basis.

Electronic Pay Advices

Paper pay advices will be discontinued August 1st. Departments may access pay advices for employees in their cost center through IRIS. Mr. Bowman said staff may phone the Help Desk if they need technical assistance. Passwords must be changed every 60 days.

Tobacco Surcharge Delayed

The state is delaying implementation of a \$50/month surcharge for employees who subscribe to health insurance and use tobacco until January 1, 2011. Employees will still have access to tobacco cessation aids for low co-pays until December 31, 2009.

Adjournment

A motion was made and seconded to adjourn.

Respectfully submitted,

Melanie Sadler
Administrative Specialist, Human Resources