EMPLOYEE RELATIONS COMMITTEE MEETING
The University of Tennessee at Chattanooga
September 19, 2013
Fortwood Room, University Center

Members Attending: Catrina Brown, Sue Carroll, Merrium Carver, Cynthia Stanley-Cash, Bonny Clark, Kelly Griffin, Valerah Hodges, Anne Jay, June Knowles, Debbie Mirra, Jack Pitkin, Sue Stephens, Roberta Thurmond, Jean Walston.

Others in attendance: Dan Webb, Director, Human Resources; Melanie Sadler, Administrative Specialist, Human Resources; Laure Pou, Manager of Talent Management, Human Resources; Matt Ecio, Coordinator of HR Services, Human Resources.

Call to Order: Mr. Webb called the meeting to order.

Minutes: A motion was made and seconded to approve minutes of the July meeting. (The ERC did not meet in August.)

Guest: Dr. Steve Angle, Chancellor

The university is closing out the 2009-2013 Strategic Plan and a broad-based planning group, comprised of alumni, students, faculty, and ERC representative, will provide input to form the next Strategic Plan. The mission as an engaged metropolitan university won’t change and Dr. Angle the university would build upon the last Strategic Plan going forward. The two priorities for UTC are student success and connections to the community.

The newly constructed Chamberlain Pavilion is a showpiece for the campus and alums have said that it brings back memories of the old stadium and football games. To renovate Fine Arts ($12 million) and Lupton Library ($23 million) will cost an estimated $35 million and 25% must be first secured by UTC before the project is eligible for approval by the system. The UC Board so strongly believes in the project that it has voted to backstop 25% until it can be backfilled or paid off. A science lab facility is expected to take 4 years before it moves up the list for funding and another 3-4 years before it is on the UT capital projects list.

Affordable housing for upper classmen is needed and Dr. Angle said he prefers that it be within walking distance so students would return to campus for activities, lectures, performances, athletic events. He said engaged students are successful students and there is a correlation between engagement and graduation rates.

The university should acquire 2 State office buildings on McCallie Avenue and Dr. Angle said Reps. McCormick and Watson and Mayor Berke have lobbied for the acquisition. The Mapp building will retain its frontage on MLKing. The building facing McCallie will provide storage
space for now and could eventually be retrofitted for a residence hall. The parking lot could provide space to construct a 600-bed residence hall.

Engel Stadium has a 1,000 car parking lot, some intramural fields and 9 acres of undeveloped land. Dr. Angle said he has spoken with David Blackburn, Athletic Director, about the need for more space for intercollegiate athletics at Engel. Locating intramurals on the 300 acres the university owns near the VW plant would not connect with the community. When asked if the university would consider selling the land, the chancellor replied that it was gifted to the university and its value will appreciate over time. Dr. Richard Brown recently met with representatives from the Department of Education to view the land, which might be used as an industrial incubator.

The Provost and Chancellor Angle co-chair a task force viewing student retention and noted that students transfer for various reasons. There are many ideas for student success and he hopes to see Freshmen Seminar return and would like to teach one of the classes. The university has opportunities to enhance diversity on campus and would increase creativity and make students more successful.

The 6-year graduation rate at UTC is 38% while it is 49% at UT Martin, perhaps due to a higher number of eligible students for Pell assistance. The first to second year retention rate is 69.1%. The pass rate for Athletic Training is impressive; this is the 3rd year in a row it attained 100% whereas the average pass rate is 40%.

The university also needs to look at students in terms of need based programs and he pointed to the Mosaic program (through Disability Resource Center) which helps autistic students with social integration.

The university advertises in a targeted way. Dr. Angle said he asked that an exercise with an outside consultant be halted as we define what it means to be an engaged, metropolitan university. In the meantime, Tom Griscom, an alum, is helping in a PR campaign with Chuck Cantrell and said they are leaning towards a once monthly newsletter. One of the subcommittees on the Student Retention Task Force is advertising.

Dr. Angle said he is acclimating to the move and finding his way around campus and honored to be at UTC. He said staff could email concerns to him at Steven-Angle@utc.edu.

**Password Management**

Susan Lazenby told members they no longer have to call the Help Desk to change their password and demonstrated how they could now change it by visiting [http://www.iam.utc.edu](http://www.iam.utc.edu). Passwords must be 8 characters and
contain 1 capital letter. Eventually stricter password rules, to include characters and no dictionary words, would be enforced.

XMail.utc.edu is the official means of communication for email but staff may also establish a Mocs mail + account. Staff may phone the Help Desk to establish an account, which has 30GBS of storage.

ERC Elections

In preparing for elections this fall, a small subcommittee will view representational groups before ballots are constructed. Ms Griffin asked members to contact her if they would like to be on the committee.

ERAB Meeting

Ms Griffin will attend the ERAB meeting in Knoxville next week. The agenda includes discussion of health insurance, bereavement leave, tuition assistance for WGU, and free parking as a benefit.

Compensation Training

Mr. Webb said all campuses are working on compensation and trying to move nonexempt staff closer to market value. Compensation Module 1, an overview of compensation at UT system, will be presented to a joint meeting of ERC and ESC (to be scheduled) to give a better understanding of how equity and bonuses happen. Module 2 includes relating performance to compensation and Module 3 relates compensation to policy.

Ms Griffin said some staff had questions about the recent bonus. Mr. Webb will email the form and guidelines, approved by the Executive Team, to members.

STAR Achievement

Ms Pou said STAR Achievement begins October 4. The cost is $200, which includes training materials, breaks and lunch, for all 4 modules. STAR will be facilitated by campus trainers - Kellie Karaky, Kelly Griffin, Nancy Tolar, Sharon Williams. Level II will be offered later by campus facilitators.

Other Issues

Some members expressed frustration that the online directory is not up-to-date. Ms Sadler said that staff and faculty are responsible for updating their office location and phone numbers and she will contact Chuck Cantrell to let him know of members’ concerns.

Mr. Webb said Human Resources is working on several items - Onboarding program for new employees and management training. Presentations have
been made to the vice chancellor and deans, who have met with their directors, about issues that came out of the Employee Engagement Survey.

**Adjournment**

The meeting was adjourned.

Respectfully submitted,

Melanie Sadler  
Administrative Specialist, Human Resources