EXEMPT STAFF COUNCIL MEETING
The University of Tennessee at Chattanooga
November 14, 2012
Fortwood Room, University Center

Members Attending: Debbie Bell, Cindy Carroll, Jean Dake, Bruce Hilbert, Cindy Hornsby, Deborah Hyde, Tonia Martin, Virginia Moore, Stephanie Orr, Barbara Webb.

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

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

Minutes: A motion was made and seconded to approve minutes of the October 17th meeting.

Guest: Dr. Robert Dooley, Dean, College of Business

Dr. Dooley was most recently employed at Oklahoma State as a faculty member and Director of Graduate Programs & Research. He returns to UTC having received both his undergraduate and an M.B.A. here.

Student Success become critical with the passing of the Complete College Act and Fletcher Hall does not have space conducive to advising and a place to congregate and visit. Currently, 2200 students receive advisement services in 800 square feet. Plans are underway to develop the area formerly occupied by Banner and student lounge into an advising center. Students frequently refer to Fletcher Hall as ‘Fletcher Island’ because it is located on the SW corner of campus with no place to meet.

Private funds will be raised for the 6,000 square foot space and include rooms for students working on group projects. Project plans were already approved by system when it was thought the space would house the Bloomberg Center. Although there is no public campaign so far, the university is in talks with some who are interested.

There is some conversation that Java City will close when Starbucks opens in the new library. Dr. Dooley said the college would like to run Java City as a business, allowing hands-on experience for CEO and Entrepreneurship organizations.

The College is building programs to connect with freshmen and sophomores. A freshmen open house was held last fall and pizza with the dean. A living learning community has been approved targeting 30 freshmen who have declared themselves as Business majors. They will take 3 classes – English, Math, Business Orientation – together in dorm classroom.
Pre-requisites and courses, especially Business Calculus, are being viewed to determine if the curriculum makes it difficult for students to change majors. An RFP has been sent as the College moves aggressively to offer an online MBA. The vendor would receive 50% of revenue but can support the infrastructure that is needed to enroll and support students and drive students to the program. There is no upfront capital investment to market the program because UTC owns the content, and would produce significant revenue to capture students that otherwise wouldn’t enroll.

The online MBA, with no residency requirement, should attract 300+ students within a year and double the size of the current program. The content is 100% online with a traditional format. No additional faculty will be needed but if it generates enough revenue, more faculty will be hired. Some faculty are a better fit for online teaching than others and Dr. Dooley said many are excited about the program but added that he is not a strong proponent of a complete online undergraduate education. Every department is creating 1 online course for the summer.

An MBA program is being offered through UTC at VW with 30 participants, including 10 VW employees and other employers such as McKee Bakery, US Express. Since VW employees rotate shifts, it makes it somewhat difficult to enroll more in the program. It is hoped the program will serve as a model that can be replicated at Blue Cross and other companies.

The College in a partnership with Mexico will have 3 Mexican students in January. There is some interest in cohort based students with employees of the VW plant in Pueblo, Mexico.

**Compensation Plan**

Dr. Richard Brown serves as the Chair of the Compensation Advisory Board (CAB), whose first Chair was Dr. Joe DiPietro, and there is a campus CAB. Mr. Webb said compensation has been addressed by:

- Across-the-Board increase of 2.5% or $1,000, whichever is greater, on July 1. All staff received the ATB.
- $500,000 for one-time bonus and additional monies for staff market/equity plan.
- UT Policy limiting newly hired nonexempt employees to 8% over the minimum salary is no longer in effect.

The market/equity plan will take place in November, retro to July 1, and uses methodology similar to what has been used before. Plan pays for increases for employees paid through E & G funds. Increases for Auxiliaries would require funding through them. Mr. Webb said increases for CPS, academic degrees, and merit added to the base in
2007, were pulled out in calculating equity increases. If an employee leaves the university and returns, service is calculated using Regular Continuous Service. In a few cases, department equity increases have been done using different variables.

The CAB is viewing merit, COLA, equity, compression and increasing pay for additional certifications that add value to the job.

**Communication Ad-Hoc Committee**

Ms Martin said she has not received any communication from Dr. Richard Brown or Dr. Deborah Arfken regarding the ESC’s memo sent last month.

**Next Meeting**

The ESC will meet January 16. Chancellor Bogue is scheduled to speak.

**Adjournment**

A motion was made and seconded to adjourn.

Respectfully submitted,

Melanie Sadler
Administrative Specialist, Human Resources