

EMPLOYEE RELATIONS COMMITTEE
April 20, 2023
UT Tower Conference Room/Zoom
Minutes

Members in Attendance: Melita Rector (Chair), Mark Stotts (Vice Chair), Shirley Hatfield, Sharon Thomas, Mandy McAllister, Monica Watson, Matt Holzmacher, Kim Thomas, Marion Perkins, Jean Betters, Stuart French, Heather Heinlein, Marcus Williams, Terri Bearbower, LaDonna Spruill, Kim Sapp, Laneeta Derrick

Others in Attendance: Bob Jackson, Director of Safety & Risk Management; Nicole Gaines, Employee Relations Consultant; Logan Rader, HR Administrative Support Specialist

Call to Order: Melita Rector called the meeting to order at 8:31 a.m.

Safety & Risk Management Campus Updates (Bob Jackson): Mr. Jackson shared an overview of safety & risk management and emergency services provided on UTC's campus, as well as some updates to expect in the coming weeks and months regarding the overall well-being of the campus community. As with many other higher education institutions, Safety, Risk Management, Emergency Services, and the Police Department work closely with one another, and their work often overlaps in collaboration to keep students, employees, and community members safe while on campus. While UTC Police work closely with partners to conduct and bolster crisis response and threat assessments, Safety & Risk Management provides protocols and procedures to ensure consistent safety measures throughout the campus. These include elements such as emergency evacuation procedures and postings, repairing hazardous working and living conditions, and conducting regular checks to ensure the availability of tools such as AEDs and fire extinguishers, among many others.

UTC has recently launched the Institutional Biosafety Committee, which includes partners such as the [National Institutes of Health](#), working to increase understanding and bolster safety when working with biohazardous materials (e.g., mutagens) for research purposes in a laboratory setting.

Next Meeting: Thursday, April 20, 2023

