Employee Relations Council Meeting
Minutes
March 29, 2012

I. Welcome and Introduction - Phil Bright

Teresa Bodkin
Leanne Perry
Patricia Gonsowski
Kymberly Kane
Cynthia Gaylord
Debra Hunter
Phyllis Hammer
Kathy Wiley
Harold Cochran
Jeffrey Hart
Mickey Chappell
Jenny Harrison
Tim Nipp
Sherry Shanklin
Phil Bright
Nancy Yarbrough
Dr. Thomas Rakes

Administration
Administration
Administration
Library
EPS, Fine Arts, Brehm Hall & UTM Farm
Child Care Center, Elam Center, Fieldhouse, Football & Student Life
Building Services & Physical Plant Administration
Extended Campus and Online Studies & Gooch Hall
Housing
Housing
Student Health and Counseling Services & University Center
Maintenance Center
Human Resources
Human Resources
Finance and Administration
Chancellor’s Office

II. Passenger elevators and alternate ways for the disabled to get their wheelchair or scooter to higher or lower floors in classroom buildings. (Tim Nipp)

Tim Nipp reported on our elevator situation in the academic areas. There have been issues with operation and making classrooms accessible to those in need. A capital improvement program is in place to probably begin this fall to upgrade all elevators on campus. This will include the installation of a new elevator in Gooch Hall. This is a three million dollar project that will affect the academic buildings.

III. In compliance with state laws smoking areas have been moved away from the entrance of the buildings. This is resulting in cigarette butts all over the ground, walkways, and flower beds. What can be done to combat this and keep our campus attractive? (Tim Nipp)

Mr. Nipp mentioned that the two items that really make our campus look bad are cigarette butts and gum. Unfortunately there is no way to enforce. Dr. Rakes and others commented on the situation but no conclusion was determined.

IV. 2012-13 ERC Representative on the Athletics Board (Phillip Bright)

Patricia Gonsowski volunteered to serve on the Athletics Board for 2012-13.

V. 2012-13 ERC Representative on the Equity and Diversity Advising Council (Phillip Bright)


VI. Update on the last Employee Relations Advisory Board Meeting

Our representative, Debbie Hunter, gave an overview of the last ERAB meeting. Dr. DiPietro was in attendance and mentioned his positive feelings of items coming from Nashville and how they will affect the UT System. Items that were mentioned were holiday situations, raises, benefits, fee waivers, and policies.
VII. Partners for Health and UT Martin faculty and staff response obligations (Sherry Shanklin)

An update was given concerning the latest mailing from APS Healthcare. Everyone is encouraged to answer or reply when they receive mailings or phone calls. Discussion was held on multiple coverage issues.

VIII. Staff Performance Evaluations and Dates (Nancy Yarbrough)

Performance reviews will cover January 1, 2011 through June 1, 2012. All performance reviews are due in the Department of Human Resources by June 30, 2012. Training will be available for supervisor’s, dates and times for training will be sent to the supervisors. The new Performance review forms are available on the Human Resource website.

IX. Employee Raises and Merit Based Pay (Nancy Yarbrough)

The guide lines for the Employee raise of 2.5% are not available.

X. Comments from Chancellor Rakes

Dr. Ogg is in Knoxville attending a meeting with the UT system.

Planning for the indoor and outdoor signage on campus is in the final stages.

Illumination Ceremony, April 17, 2012 at 5:00pm. This will include a picnic for employees and family. Dr. Joe DiPietro, UT system president, will attend.

Merit performance will be pushed from the UT System.

Discussion about the usage of golf carts on UT Martin Campus.

Campus landscape and the up keep during summer.

Bathroom cleanliness and signage for bathroom location within UT Martin buildings.