

The University of Tennessee Health Science Center
Employee Relations Committee
Meeting: March 4, 2014 – 1:30 – 3:00

Members Present: Charmagyne Akram, Christina Clark, James Corrigan, Jane Hall, Belinda Loyd, Jeddie Maxwell, Lynn Moore, Nathalie Ocean, Vanessa Phillips, Vada Singleton, Stanley Tyler, Karen Weatherly, Laverne Williams

Members Absent: Samuel Alston Jr, Brenda Clark, Chandra Johnson, Trushauna Morgan, Lara Nichols, Stephanie Nunn, Creshunda Phillips, Magan Stephens, Betty Turner, Netia Watson

The meeting of the Employee Relations Committee (ERC) was opened at 1:30 by Chancellor Schwab. The meeting was adjourned at 3:10 p.m. by Chandra Alston

Welcome

Chancellor Schwab welcomed the group. He presented the campus strategic plan/map that detailed how the campus will move forward in several key areas including:

- Education
- Clinical
- Campus Master Plan
- Research

A copy of the presentation is attached to these minutes.

Updates from campus ERC members:

Special Events Updates

Lynn Moore announced the completion of events during Black History Month and thanked everyone for coming out. She announced that April would be Earth Day month. The Health Committee just met regarding the Health Fair that will be in April.

Campus Police Updates

Christina Clark updated that during the demolition of the Randolph building, V-lot will be closed. All visitors can contact Marilyn Knolls-448-5414. Anyone parking on the X, T, and W-lot can now get a card to park on the Baptist lot.

Pharmacy Updates

Laverne Jones stated that the College of Pharmacy was still in the accreditation process. She announced that Dr. Eoff was retiring at the end of the year (December 2014).

University Health Services (UHS) Updates

Vada Singleton stated that the CDC is on campus monitoring research compliance. The ninth floor in 910 Madison is currently being renovated.

Physical Plant Updates

Stanley Tyler provided us with information about construction. He said that there will be a lot going on over the next months. He mentioned that Inez Todd was just hired as the new superintendent in custodial services. Ms. Todd can be contacted about any housekeeping or custodial concerns.

Human Resources Updates

Karen Weatherly brought to our attention that the deadline for the online assessment would be on March 15, 2014. You can call 1-800 741-3390 if you do not have access to a computer. Health Screenings will start mid-late June and will be done on-site. There will also be multiple sites that you can go to for screenings. You will need to provide your Edison ID number for the screening. Karen announced that on March 20, 2014, as a representative of the Employee Relations Advisory Board (ERAB), she will travel to Knoxville and represent our campus at the system-wide meeting. If you have questions, please email Karen at kweatherly@uthsc.edu.

Nursing Updates

Belinda Loyd provided us with an update on a successful site visit for the DNP program. She stated that the BSN program will have an online and face to face track. The program is currently admitting students twice a year, spring and fall.

Medicine Updates

Charmagyn Akram updated us with information regarding the Merit Scholarship Program (M.S.P.). The top 15 accepted students will compete for a \$25K scholarship (per year). The M.S.P. dates will be Sunday, March 23, 2014 through Monday, March 24, 2014. She announced that on March 26, 2014 a phone-a-thon for underrepresented minorities to stay enrolled and matriculate into the COM will be held. She provided us with information about the Spring Weekend Visit. The Spring Weekend Visit are for accepted underrepresented minorities that are invited back to campus for a second look, with current underrepresented students to help convince them that UT should be their school of choice. The dates are Friday, April 25, 2014 through Sunday, April 27, 2014.

Medicine GME Updates

Jane Hall stated that they are preparing to receive the results from match day. Match day involved 200 new residents matching with their training positions.

Academic Affairs Updates

Nathalie Ocean provided an update on the SACS process. The SACS process is in its final stages and should be done by March 10, 2014. New faculty orientation will be held in Room 305 the SAC from 7:30 a.m. - 11:00 a.m. on March 26, 2014.

Accounts Payable Updates

Vanessa Phillips updated us on a new training class being offered called “Advanced Travel”. This course is designed for those employees who manage and process difficult or advanced level travel expense reimbursement.

Graduate School/Postdoc/Faculty Senate

Jeddie Maxwell announced that the Graduate School office moved from the 920 4th floor to the 8th floor (room 807)

OED Updates

Michael Alston announced that discounted tickets for the Jazz Festival will be available at GPAC. UT15 will be the discount code. The GPAC contact will be (901) 751-7500. The March Issue of the OED Newsletter (Diversity Matters) will cover Women’s History Month. On March 7, 2014 there will be a new legislation on Women Against Violence Act, as well as educational programs on sexual violence throughout campuses.

Benefits & Retirement Updates

Debbie Jackson stated that all classes for benefits have been posted in the HR128 database.

Compensation Updates

Damon Davis announced that performance evaluations are due March 31, 2014. PDQ’s should also be updated. Compensation Training for Module 3 should begin in early April.

Training and Employment Updates

Darnita Brassel announced that the Administrative Professionals Luncheon would be held April 23, 2014. Darnita Brassel can be contacted by email at dbrassel@uthsc.edu about the Registration Procedures for the event. Minors on Campus were also discussed. The UT system has developed a procedure for how we engage minors on campus. Link to the HR homepage and the links are labeled Minors on campus. There are directives for programs, program directors, parents, etc. A training module for those persons working with minors has been developed for program directors that engage minors. Shelby County Schools has requested our campus provide preceptors and training for minors on campus. If you are interested please contact Darnita Brassel @ 448-2784 email dbrassel@uthsc.edu or Donna Lenoir @ 448-5599 email dlenoir@uthsc.edu.

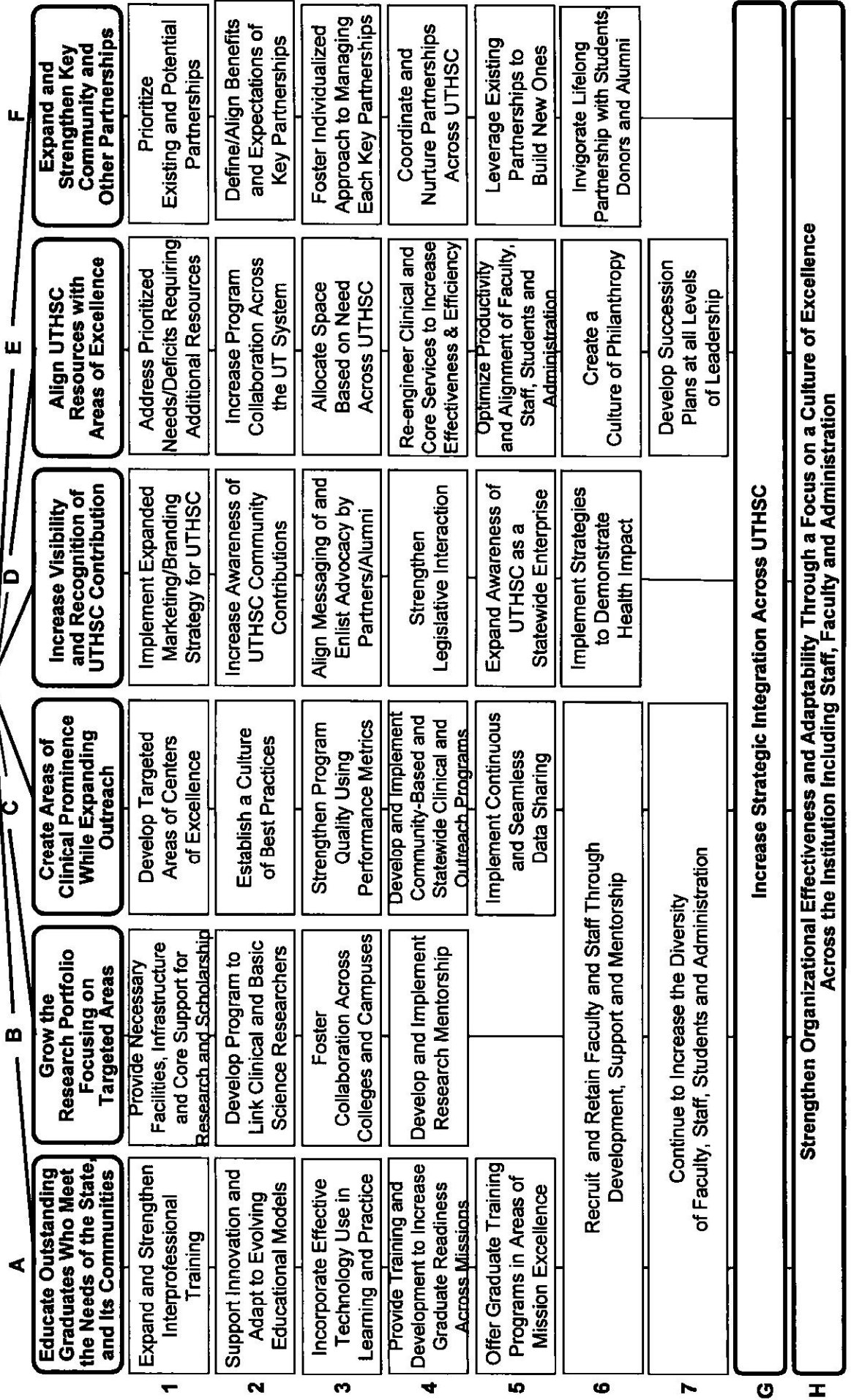
Other Updates

Chandra Alston introduced Donna Lenoir the new Employment Team Leader of Human Resources. Donna is originally from Greenville, MS. She has a Master’s in Education Leadership & Administration from The University of San Francisco. She received a Bachelor’s from Alcorn State University. She previously worked as a Human Resources Recruiter for Saint Francis Hospital. In 2008, she worked for Delta Regional Medical Center as a Human Resources Recruiter as well. In 2000, she was the Manager of Employment Services at the University of San Francisco.

University of Tennessee Health Science Center Strategic Map: 2014-2018

Approved, 01/09/14
Pending Final Board of
Trustees Approval

**Position UTHSC as a National Leader in
Targeted Areas of Excellence Across
Missions, Campuses and Colleges**



UT Health Science Center Strategic Plan 2014 - 2018

UTHSC Mission Statement

The mission of the University of Tennessee Health Science Center is *to bring the benefits of the health sciences to the achievement and maintenance of human health, with a focus on the citizens of Tennessee and the region, by pursuing an integrated program of education, research, clinical care, and public service.*

As an institution, we are committed to four fundamental goals in alignment with the University of Tennessee System Strategic Goals:

- **Goal 1: Student Access and Success;**
- **Goal 2: Research and Economic Development** (related to our research enterprise);
- **Goal 3: Clinical Care and Outreach;** and,
- **Goal 4: Effective and Efficient Use of Resources.**

UTHSC Strategic Plan 2014 - 2018: The Strategic Challenge and Priorities

The central **Strategic Challenge** facing the UTHSC over the next five years (2014 – 2018) is *to position the UTHSC as a national leader in targeted areas of excellence across missions, campuses and colleges.* This central challenge serves to focus the strategic priorities, objectives and resource allocation for the institution.

Efforts to meet this Strategic Challenge are supported by six identified **Strategic Priorities**. Two “cross cutting” strategic priorities serve as the foundation for the strategic plan and are embedded in all other strategic priorities. In combination, these strategic priorities define the critical things the institution must achieve in order to meet the Strategic Challenge:

- **Strategic Priority A: Educate outstanding graduates who meet the needs of the state and its communities.**
- **Strategic Priority B: Grow the Research Portfolio focusing on targeted areas.**
- **Strategic Priority C: Create areas of Clinical Prominence while expanding Outreach.**
- **Strategic Priority D: Increase Visibility and Recognition of UTHSC contributions.**
- **Strategic Priority E: Align UTHSC resources with Areas of Excellence.**
- **Strategic Priority F: Expand and Strengthen Key Community and Other Partnerships.**

- **Cross-cutting Strategic Priority H: Increase Strategic Integration Across UTHSC.**
- **Cross-cutting Strategic Priority I: Strengthen Organizational Effectiveness and Adaptability through Focus on a Culture of Excellence across the Institution including Faculty, Staff and Administration.**

Finally, a series of **Strategic Objectives** outline in more detail what must be accomplished in order to achieve the strategic priorities. Each of these Strategic Objectives is summarized on the accompanying **Strategic Map**, which serves as the roadmap for 2014 through 2018.

Monitoring Progress in Meeting the Strategic Challenge and Identified Strategic Priorities

Progress toward achieving the Strategic Challenge and the Strategic Priorities is reviewed annually with adjustments made to priorities and objectives as warranted. The measures and targets used are dynamic in nature and thus likely to evolve as the data and changes in the environment indicate. They reflect the collective priorities and commitment of the faculty, staff and leadership across the institution. Of note however, although they reflect the priorities of the collective, the ultimate responsibility for the identification and appropriation of resources, and the achievement of goals and priorities indicated, rests with campus administration and the chancellor of the institution.