

Exempt Staff Council Meeting (ESC)
Tuesday, February 22, 2011
Madison Plaza Conference Room C-1
10:00am-11:00am

Open Meeting: 10:00am
Meeting Closed: 10:45am

Members Present:

Lisa Aitken, Chandra West-Alston, Jeff Bogue, Brian Bowling, Darnita Brassel, Judy Brooks, Douglas Cook,, Chasity Davis, Damon Davis, Jerry Hall, Ramona Jackson, Joyce Jones, Jacquelyne McClarin, Elise Moore, Linda Risby, Felecia Shaw, Denise Steverson, Tiffany Trice, Barbara Vick

Member Absent:

None

Presentation-Tiffany Trice

Tiffany gave a presentation to the ESC members about OED updates. The updates are as follows:

- For Black History Month a “Taste Around” was held on the first Friday of the month.
- Gospel Night after the Memphis Grizzlies game on the second Friday.
- Documentary “I AM A Man” and had the pleasure of having Mr. Elmore Nickleberry here, who was in the documentary, was last Friday.
- BSA Ball this Saturday tickets are \$45.00 to see Elise Moore.
- March is Women’s History Month and there will be speakers and she hopes to have a Health Session like last year.
- 50 Years of African American Achievement here at UTHSC.
- New classes being offered: Upper Level Search Process, Service Recognition Lichterman Employee of the Year Award, Chancellor Exempt Staff Award and Employee Service Recognition.

Presentation -Jerry Hall

Jerry gave a presentation to the ESC members about Human Resources updates. The updates are as follows:

- Prudential is the new vendor.
- Benefits – Premiums went down but the rates stayed the same.
- There will be open enrollment starting March 29, 2011 thru the end of May with 3 sessions on the 29th for Long Term Optional Disability.
- Taleo WebEx (applicant tracking system) should be running by fall 2011. Position posting will be made easier. Stacy Luckett and Michael Alston are on the committee.
- Quarterly “HR Reporter” (updates about HR happenings) copies were passed out.
- Educational Assistance may cost a little more. CPS will be changed to CAP.
- Performance Evaluations are due March 31, 2011. More information will be disseminated soon through business managers.
- APS work-site screening will be held on March 10 & 11.

Q: Does anyone ever read the performance evaluation? What's the purpose?

A: Yes they are read. The evaluation brings the manager and employee together. Keeps the employee up to speed on how they are doing. Evaluation needs to be objective and fair. If necessary the evaluation can be used when applying for promotion or if disciplinary action is taken upon an employee.

Q: Snow day for night shift?

A: Departmental discretion

ESC Member Updates

Chandra West-Alston –Allied Health Sciences

Budget update

Ramona Jackson-College of Nursing

Interviewing

Moving to 920 9th and 10th floor

Barbara Vick-Family Medicine

New Residents

Judy Brooks-CDD

Applying for new grants

Renovation

Joyce Jones –Laboratory Animal Care Unit

No update.

Jackie McClarin-Finance & Operations

Budget and Banner

March 17th is the next board meeting. Please submit questions.

Chasity Davis-Internal Audit

No updates.

Lisa Aitken –Information Technology

Campus Wide Wireless is coming soon, Roger Schwartz, is manager of campus side wireless capabilities. Digital Media Signs Coming to Campus. The signs will be able to provide campus with a variety of current information.

Exchange 2010 Server- can install Office 2010 to use enhanced features, will be able to double e-mail quota.

Linda Risby-Development Office

Vice Chancellor search hope to have it filled by June.

They have two new employees Sonja Curie and Kenneth Kimble.

Brian Bowling-College of Dentistry

Renovation is 80% complete.

Elise Moore-Health Careers Programs

Summer Program deadline is February 28 for High School-Juniors, seniors and freshman in College for the TIP Program.

“Get Fit” Saturday morning February 26, 8:00am-Noon here on campus.

BSA Ball February 26.

Luncheon February 25th with Dr. Alvin Crawford he will be speaking at Melrose High School earlier that morning.

Douglas Cook-Anatomy and Neurobiology

No updates

Jeff Bogue-College of Pharmacy

Dean Gourley is retiring after 22 years.

Moving sometime between March –May, 2011.