

**EMPLOYEE RELATIONS COMMITTEE (ERC)**  
**Thursday, February 24, 2011**  
**Madison Plaza Conference Room C-1**  
**10:00am-12:00pm**

**Meeting Opened: 10:00am**  
**Meeting Closed: 11:20am**

**Members Present:**

Vicki Antwine, Michael Alston, Beverly Avis, Anita Bell, Debra Clark, Angela Cody, Darlene Crownover, Brenda Dean, Joycelyn Gray, Jane Hall, Jerry Hall, Ronald Johnson, Creshunda Phillips, Vada Singleton, Eloise Tate, Tiffany Trice, Stanley Tyler, Felecia Shaw, A. Denise Steverson, Netia Watson, Karen Weatherly

**Members Absent:**

Lisa Bronte, Tabitha Davis, Veronica Horton, Felicia Martin, Lillar Mason, Horace Mincey, Brenda Scott, Shirley Sullivan

**Presentation-Tiffany Trice**

Tiffany gave a presentation to the ERC 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 ERC members regarding Human Resources updates. The updates are as follows:

- Performance Evaluations are due March 31, 2011. The goal this year is to get 100% evaluations turned in. Information is on the website.
- Long Term Optional Disability will have open enrollment starting March 28-May 2, 2011. There will be three sessions on March 29, 10:00am, 12:00pm and 1:30pm. The cost is about 40% less than what we used to pay. Even if you don’t have insurance with UT you can still enroll in the Long Term Optional Disability.
- Taleo WebEx-should be running by fall 2011. It will be paper less application. Person will apply online and the whole process will be done on line and the applicant will get a reply through their e-mail. Stacy Luckett and Michael Alston are on the Committee.
- “HR Reporter” comes out quarterly. Next issue due out in April.

- Sick Leave Bank enrollment March, April and May

**Question:** During the bad weather the night shift didn't come in at all, but they got paid for 8hrs, and the ones who came in early had to work 4hrs.

**Answer:** Everyone got paid for 8hrs.

**Question:** 5% cut in budget?

**Answer:** HR has not seen any information from Finance and Operations regarding a 5% cut in budget.

**Question:** Will there be any raises?

**Answer:** Dr. DiPietro is working on it.

**Question:** Stimulus money status?

**Answer:** Not sure of the dates or even if it will be extended.

## **ERC Member Updates**

### **Darlene Crossover-Family Practice Clinic-Jackson**

Patient services are very slow due to the computer systems. Yes they are aware of it and are working on improving the time.

### **Vada Singleton-Student Health Services**

They use Power Med System and it is paperless. They do see UT employees and the wait time is about 15-20 minutes. Yes you do have to pay your co-pay. They also have an area with a computer that the students can use while they wait.

### **Anita Bell-ITS Telephone Service**

Ask everyone to please use the electronic work order process, make sure you provide your account number and phone number. E-mail is [telecom@uthsc.edu](mailto:telecom@uthsc.edu). When the order comes in she will send it out to where it needs to go.

### **Eloise Tate-Phy Plt-Research/Cancer Building Oper**

PI's in the cancer building are very busy.

### **Creshunda Phillips-Development Office**

No Updated

### **Joycelyn Gray-Development Office**

Looking to fill permanent position.

### **Ronald Johnson-College of Dentistry**

No updates – renovations ongoing.

### **Vicki Antwine –Vice Chancellor-Finance & Operations**

They will be losing one person in their department

Budget due end of March

**Brenda Deane-Academic Affairs**

They have gone paperless.

Working on evaluations for the faculty.

**Netia Watson-Family Medicine**

We have 2 people retiring.

St. Francis has an OBGYN clinic that is open on Thursday mornings for UT employees. Clinic is located in the Orion bldg. at the hospital.

**Karen Weatherly-Human Resource, Benefits**

Health Screening is scheduled for March 10 & 11, 2011 from 7am-1pm over at the SAC.

**Jane Hall-Graduate Medical Educ. Admin.**

Mary Ann Watson retired.

Amy Hall is the new DIO.

Aaron Haynes is still Director.

College of Medicine- Dean Search

GME helped with the renovation of the Coleman Auditorium.

**Beverly Avis-Campus Police**

They have new officers and 2 new dispatchers.

**Debra Clark-Medicine-Endocrinology**

Department is Starting a cash lab for those without insurance.

Volunteers are still needed for the Pre Diabetes research study, and it pays \$75.00 for full participations.

**Stanley Tyler-Mechanical Services**

They are hiring for maintenance, plumbers, and electrician.