

The University of Tennessee  
**Employee Relations Committee**  
**INSTITUTE OF AGRICULTURE**

Wednesday April 13, 2016  
Room 102 Morgan Hall

**Minutes**

**Members Present:**

Whitney Fair	Rebekah Jones	Carla Phillips	Dr. Larry Arrington (via phone)
Cindy Lay	Misty Bailey	Angie Fox	Micki Heatherly
Jaime Lyn Norris	Derick Hopkins	Dianne Trent	

**Members Present via Zoom:**

Jenny Yearly	Kelly Grant	Cat Floyd-Jennings (fill in for Jenny Jessup)
Susie Nicholson	Tiffany Schmidt	

**Welcome and Introductions**

Meeting was called to by Whitney Fair, Interim HRO, and introductions of those present (face-to-face and via zoom) were made.

**Review and Approval of January 2016 Meeting Minutes**

Rebekah Jones made a motion to accept the minutes. Angie Fox seconded the motion and the Committee voted to accept.

**Chancellor's Update**

Dr. Arrington provided his Chancellor's update via phone, as he was on his way to Nashville.

- The National Assembly has held interesting sessions, with UTIA having two top priorities. The first one being the amendment to the budget for salary increases, which has been approved. The amount of the increases has not been set at this time. Dr. Arrington stated Ron Maples and the system level group have been a big help. The second priority is the Governor's Rural Challenge that would add new positions to the institute. This has been very confusing with the approved salary increases, as funding for these new positions is not part of the increases. This topic is still up in the air. It was also approved to fund all increases with health care, 401k, etc. so this will not come out of the budget.
- AgResearch budget will increase about \$857,000. Extension's budget will increase around \$1 Million, and Vet Med's will increase around \$565,000. These are all percentage based on the current budgets.
- The current bill for guns on campus is looking like it may also be changing, permitting guns in vehicles on campus as long as they are hidden. UTIA was not in compliance with state regulations when it came to Research and Education Centers and 4-H camps. An amendment to this bill was successfully approved just for UTIA regarding this bill, and now we are in compliance.

- The change in the animal cruelty bill has been approved, passed, and is now in effect. This means all animal cruelty responsibilities reside with the Department of Ag, not UT Extension and Ag Extension Agents.
- UTIA has been somewhat wrapped up in a meat inspection bill. This bill would allow individuals to harvest animals in an uninspected slaughter facility and then sell the meat retail in places such as farmer markets. This is a huge food safety concern. However, Dr. Arrington does not believe this will be any harm to UTIA.
- The bill to change the appointment procedure of the UT Board of Trustees has been removed at this time and is now dead.
- The budget amendment that would cut UTK budget by \$8 million (giving Extension \$5 million, \$1.5 million to UTM, and \$1.5 million to UTC with the stipulation it be used for rural programs) will be addressed before the Session is adjourned. UTIA and Extension is not in favor of this and did not ask for this amendment.
- Two capital projects have been proposed for next year. These are Ellington building replacement and the Teaching and Learning Center for College of Vet Med. The matching funds for these projects have already been secured.
- Dr. Arrington did not have any additional information to report on the outsourcing proposal issue. President continues to say we have the ability to opt out.
- Question from the floor to elaborate on salary increases. From what Dr. Arrington can gather from email communication, a 3% salary increase of some kind is proposed. It will not be known until the final budget is passed and word from the president.

## **Old Business**

- **Employee Relations Advisory Board Meeting Update**

Misty Bailey, the UTIA ERC representative, provided her notes from the last ERAB meeting.

## **HR Update**

- Fair Labor Standards Act Update: The proposal has moved past the Department of Labor and is now in the Office of Management and Budget. There is a possibility we could hear details as early as May. There will be a 60 day implementation period once it is announced. System HROs and Chief Budget Officers will be meeting to work on implementations plans.
- Minors on Campus Update: All of UTIA programs are considered to be covered programs. Procedures are being worked out now, where all employees and volunteers will have to complete some type of training. Compliance details are being worked out.

## **After-Hours Safety Concerns**

- The small animal clinic has experienced after-hours safety concerns, such as clients entering areas marked off limits. Whitney plans to tour the facility anyway to become familiar with VetMed overall and will pass along the safety concerns.

## **Odor Sensitivity**

- Odor Sensitivity issues have been brought up again. If an employee has medical related severe odor sensitivity issues, the supervisor may need to work with the ADA Coordinator in the Office of Equity and Diversity to address these medical issues.

## **POD in Vet Med**

- The POD does not have hours that work well with the students. There is not enough vegetarian and vegan options. The lunch delivery time is not very efficient, and usually arrives after lunch hours. Whitney will look into how to address these issues.

## **Fundraising Raffle Tickets**

- Selling raffle tickets for fundraising is not allowed. Any questions can be directed to Missy Kitts and Tim Fawver. If an employee feels uncomfortable doing a task that has been assigned (such as selling raffle tickets), they should speak with the supervisor and follow chain of command.

## **Transportation Between Campuses**

- Employees have voiced frustration of attending meetings on across campus and parking issues. It may not be feasible for UT to provide additional cars/vans to run routes. An orange dot pass should be available in each department for use.

## **Salary Increases**

- Funds for salary increases for faculty and staff have been approved.
- The salary increase amount has not been set yet
- The cost for insurance has not been set yet for the following year

## **UTIA Parking Garage**

- The UTIA parking garage will not be built due to the blocking of the sun on the greenhouses.

Meeting Dismissed at 4:19 pm

**Next meeting will be July 13, 2016.**