

EXEMPT STAFF COUNCIL MEETING

The University of Tennessee at Chattanooga

Wednesday, July 15, 2020

via Zoom

Members attending: Susan Lazenby, Kristin Nalley, Chris Sherbesman, Alexa McClellan, Rebecca Drago, Tracey Woodbury, Christine Estoye, Brenda Johnston, Jessica Pierce, Jamie Booth, Sara Jackson, Donald Behneman, Beth Luehrs, Lance Keatley, Tonia Martin, Keith Bridges

Others in attendance: Laure Pou, Assistant Vice Chancellor of Human Resources, Human Resources; Julie Brown, Manager of Employer Relations, Human Resources; Janice Michaels, HR/OEI Assistant, Human Resources

Call to order: Mr. Sherbesman called the meeting to order.

Minutes: The minutes for the June meeting were distributed and approved electronically.

Blue Ribbon Award: Donald Behneman, Academic Affairs, was the recipient of the Chancellor's Blue Ribbon Award for May 2020.

Guest: Dr. Jerold Hale, Provost and Senior Vice Chancellor for Academic Affairs

In March 2020, UTC migrated 80% of the in-person classes to online classes in less than 10 days making UTC 100% online. The majority of the summer classes were also held online, with the exception of some of the labs and essential face to face classes.

Based on task force recommendations, Fall 2020 will have about 40% of the classes face to face (hybrid/rotating schedules). Social distancing, masks and thorough cleaning protocols will be in place to protect students, faculty & staff. Questions about course changes should be directed to Academic Affairs or the Deans of the individual colleges.

When asked about the possibility of starting the Fall semester online, Dr. Hale commented that there is always the possibility, but UTC is hoping that won't be the case.

When asked about cleaning protocols, Dr. Hale said all students, faculty and staff are expected to clean their work/class areas both before and after using them.

The ELT is hosting 4 webinars for grad students, parents, commuter students and then residential students to discuss concerns and questions they have regarding how the Fall semester will go and COVID-19 concerns.

Other Issues

When asked what steps HR recommends when an employee is not completing the daily health survey, Ms. Pou responded that it has been communicated to the campus that it is an expectation that employees complete the survey. If an employee is not completing the survey, it is recommended that the supervisor follows up, in writing, that it is an expectation and should be completed each time an employee reports to campus. If an employee continues to remain non-compliant, then the supervisor can contact Julie Brown in Human Resources.

When asked about date ranges for each phase of reintegration, Ms. Pou responded that the University did not identify date ranges for the phases because the dates will widely vary from division to division and department to department. Individual questions should be directed to your division head.

Announcements

There will not be a meeting in August. The next meeting will be Wednesday, September 16, 2020 at 10:30 a.m.

Adjournment

The meeting was adjourned

Respectfully submitted,
Janice Michaels
HR/OEI Assistant