

The University of Tennessee Space Institute
Employee Relations Committee Meeting
May 18, 2023, 10:00 a.m. CST
Lower-C Conference Room

Invited Members:

2023 ERC committee: Shannon Burks, Effie Burnette, Seth Sells, and Jessie Tipton

ERC Chairperson: Patricia Burks- Jelks **SGA President:** Kyle Ackermann

Recorder: Ashley Brooks/ Pam Ledford

MINUTES

1) **2023 UTSI Annual Fall Family Picnic –**

- Date: TBA
- Place – UTSI: “The View” – Dining Hall
- Picnic Theme: Fall Festival – Fall Family Day
- Door prize committee – Seth Sells and Jessie Tipton
- Food and decorations committee – Shannon Burks and Effie Burnette
- Games committee – SGA
- Requesting assistance from the UTSI garden club
- Additional details to be announced

2) **Miscellaneous Items**

- Sick Leave Bank Open Enrollment: *April 1, 2023, through June 30, 2023*
 - For information, contact Pam Ledford at pledford@utsi.edu or call ext. 37504
- Free Biometric Wellness Screening on Wednesday, October 25, 2023 beginning at 7:00 am through 11:30 am in Room H-111. UTSI employees and their covered spouses that are enrolled in the State Health Plan can register for the screening by accessing <https://my.questforhealth.com> and using the registration key SOT, or by contacting the Quest Diagnostics Service Center at 855.623.9355.

Next ERC meeting: Thursday, July 20th at 10:00AM in Lower C Conference Room

Please submit agenda items for the May ERC meeting to your ERC representative no later than Friday, July 14, 2023.

2023 ERC Representatives

Building and Grounds Maintenance, Skilled Trades, and Food Services

Effie Burnette, MS-47, ext. 37240

Seth Sells, MS-29, ext. 37310

Secretarial and Clerical and Technical Services

Shannon Burks, MS-05, ext. 37403

Jessie Tipton, MS-05, ext. 37256

Chairperson

Patricia Burks-Jelks, MS-11, ext. 37226

Recorders

Pam Ledford, MS-11, ext. 37504

Ashley Brooks, MS-11, ext. 37233

The Employee Relations Committee gives non-exempt employees an opportunity to express concerns and issues at UTSI. To find out more information on the UTSI ERC and see past minutes, please click [here](#).

UTSI RECYCLING PROGRAM

The following items are acceptable recycling items:



PAPER



CANS (NO LIDS)



CARDBOARD



CLEAN BOTTLES
AND THE CAPS

UTSI RECYCLING PROGRAM

The following items are not acceptable recycling items:



FOOD
(INCLUDING PIZZA
BOXES) & DRINKS



WASTE
Loose plastic bags,
bagged recyclables