

**The University of Tennessee Space Institute  
Employee Relations Committee Meeting  
May 18, 2017, 10:00 a.m. CST  
Room B112 Classroom  
MINUTES**

**Attendees:**

**2017 members:** Kaycee Edwards, Kathlene Franklin, Terry Garner, Susan Murphy

**SGA president:** Julie King

**ERC Chairperson:** Patricia Burks-Jelks, **Recorder:** Pam Ledford

**1) 2017 UTSI Annual Family Picnic planning**

•*MARK YOUR CALENDAR – Picnic date - Friday, September 22, 2017*

•Picnic theme is Fall Festival – Fall Family Day

•Door prize committee: Susan Murphy – Julie King – Terry Garner - HR

•Food & Decorations committee: Kaycee Edwards – Kathlene Franklin - HR

**2) Creation of better, more efficient, and more noticeable recycling program – submitted to Terry**

**Garner** -- Terry Garner is researching what can be done at UTSI to improve the recycling program. If you have suggestions, please contact Terry at ext. 37252.

**3) A concerned employee asked the question of why all the older furniture that is in decent shape is**

**being dumped instead being put on the surplus “since there is no money to buy new furniture” - submitted to Kaycee Edwards** -- Susan Murphy of the Physical Plant responded. There is no storage location to house the discarded furniture. UTSI has also tried to sell furniture on the UT online surplus auction site and it does not sell - <https://www.auction.utk.edu/xcAuction.asp> - FYI - UTSI employees are allowed to bid, provided you do so on your personal (home) computer on your own time. The piano and bench located in the dining hall is being donated to a non-profit organization.

**4) I would like to initiate a learning opportunity for our campus. I recently attended a generation**

**seminar at the Young Professionals Summit in Manchester. The speaker was Amy Lynch, she promotes bridging the gap of generations in the workplace. I have not contacted anyone yet but I would be happy to see about prices (she does consultation or just seminar speaking). I feel that this is something our campus needs as we move forward towards the future under our new leader to promote teamwork and growth. My first step was to bring this up to the ERC but I would also like to ask Dr. Whorton about it as well. I have spoken to several employees about this and they also think it would be beneficial and support this. Her link is <http://www.generationaledge.com> - submitted by Kaycee Edwards** -- HR will research similar training possibilities from the UTK campus which would be more cost effective. It was suggested to have this training in the Fall after students arrive and can participate in the training.

**5) Set time/date for next meeting.** July 20, 2017 – 10:00 am

**Next Meeting:**

Time: 10:00 am

Date: July 20, 2017

Location: B112

Please submit agenda items for this meeting to your ERC representative no later than Noon, Friday, July 14, 2017.

***Secretarial and Clerical representatives***

Kaycee Edwards, MS-05, ext. 37477

Susan Murphy, MS-29, ext. 37311

***Buildings, Grounds, Maintenance, Skilled Trades, Food Services, and Technical Services representatives***

Kathlene Franklin, MS-18, ext. 37298

Terry Garner, MS-22, ext. 37252

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](#).