

**The University of Tennessee Space Institute
Employee Relations Committee Meeting
July 21, 2016, 9:00 a.m. CST
B110 Conference Room**

Attendees:

ERC committee: Clara Ferguson, Kathlene Franklin, Paula Morris, Susan Murphy

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

Special Guest: Julie King, SGA President

- 1) 2016 UTSI Annual Family Picnic Planning (Picnic date, Friday, September 23, 2016)
 - Door Prize Committee chair – Susan Murphy
 - Food & Decorations Committee chair – Paula Morris
 - Games Committee chair – Julie King
 - Dessert Contest coordinators – Clara Ferguson and Kathlene Franklin

Whitt's Barbecue of Tullahoma will cater. SGA is donating \$150 to the picnic. Pontoon boat rides are planned. A Dessert Contest will be held with two chances to win 1) Best Tasting Homemade Dessert & 2) Random Drawing for those who bring store bought desserts. The UTSI Running Club will sponsor a One Mile Fun Run and Walk. Joel Davenport plans to bring his cotton candy machine for our enjoyment. Picnic day plans are ongoing.

As a part of the UTSI Picnic festivities, the ERC and SGA offered a UTSI t-shirt to all employees and students for \$5.00 each. A total of 62 t-shirts were sold.

- 2) Miscellaneous Items
 - Annual Enrollment - This year, the annual enrollment period will be October 3-14, 2016 (two business weeks). Watch your mail for more information on your benefit choices.

Next Meeting:

Time: 9:00 am

Date: October 20, 2016

Location: B110 Conference Room

Please submit agenda items for this meeting to your ERC representative no later than October 11, 2016.