

MINUTES
The University of Tennessee Space Institute
Employee Relations Committee Meeting
October 21, 2020, 10:30 a.m.
Zoom

ERC Members: Kathlene Franklin, Nick Van Zandbergen, Laura Horton, Doug Warnberg
Attendees: Pam Ledford SGA President: James Chism
Chair: Patricia Burks-Jelks Recorder: Molly West

MINUTES

1. Status of Holiday Activities

- a. Annual Christmas Luncheon - Due to Covid-19 and number of people that attend, executive decision to not have luncheon this year.
- b. Tree Lighting/Decorating Party- In order for everyone to have time to enjoy the festivities, we plan to start decorating the lobby Christmas tree during the week of November 16th. COVID related protocols including masks and social distancing will be required. More details to come.
- c. Charity Drives – Watch email for details.
 - (i) Annual Food Drive – Good Samaritan of Franklin County
 - (ii) Tullahoma Animal Shelter Pet Drive
 - (iii) Tullahoma Fire Department Toy Drive
- d. 4th Annual Door Decorating Contest – Watch email for details.

◆Next ERC Zoom Meeting: Wednesday, Nov 11, 2020

Please submit agenda items for this meeting to your ERC representative no later than Friday, Nov 6, 2020.

Your 2020 ERC representatives are:

▪Building and Grounds Maintenance, Skilled Trades, and Food Services

Kathlene Franklin, MS-18, ext. 37298, kfrankli@utsi.edu

Nick Van Zandbergen, MS-29, ext. 37310, nvanzand@utsi.edu

▪Secretarial and Clerical and Technical Services

Laura Horton, MS-19, ext.37462, lhorton@utsi.edu

Doug Warnberg, MS-35, ext. 37357, dwarnber@utsi.edu

Chairperson - Patricia Burks-Jelks, MS-11, ext. 37226, pjelks@utsi.edu

Recorder – Molly West, MS-11, ext. 37233, mwest@utsi.edu

ERC website: <https://www.utsi.edu/employee-relations-committee-erc/>