

**The University of Tennessee Space Institute
Employee Relations Committee Meeting
April 7, 2014 2:00 pm CST
Human Resources Office, C-106
Minutes**

Attendees:

ERC Committee Members: Barbara Birdsong, Laura Horton, Natallia Kaptur, Doug Warnberg

ERC Chairperson: Patricia Burks-Jelks, **Secretary:** Courtney Maricle

• **Review of ERAB Meeting**

- Laura Horton, UTSI Employee Relations Advisory Board Rep attended the ERAB face-to-face meeting in Knoxville on March 20, 2014.
- Dr. DiPietro announced no across-the-board increases for university employees this year.
- For complete minutes, please visit the below link:
[http://humanresources.tennessee.edu/employeerelations/committees/ERAB%20Minutes%20March%202014%20\(4\).pdf](http://humanresources.tennessee.edu/employeerelations/committees/ERAB%20Minutes%20March%202014%20(4).pdf)

• **UTSI 50th Anniversary Celebration**

- UTSI will celebrate their 50th anniversary this year; 2014.
- New Flags and Banners are in place around campus.
- New Rugs are at various entryways
- Activities scheduled as of this date:
 - UTSI Annual Picnic - Thursday, September 11, 2014
 - 1 Mile Fun Run/Walk - Thursday, September 11, 2014
 - Reception and Dinner with Speakers at Manchester Coffee County Conference Center – Friday, September 12, 2014
- More activities are to be scheduled. Please stay tuned for more information.

• **Wes McMinn Retires**

- After more than 36 years with UT Space Institute Wes McMinn, Director for Physical Plant has decided to retire. The ERC wishes him well in retirement.

Next Meeting:

When: Thursday, May 29, 2014

Where: Human Resources Office, C-106

Time: 3:00 pm

Please submit agenda items for this meeting to your ERC Representative no later than May 23, 2014.

Secretarial and Clerical

[Barbara Birdsong](#) MS-04, ext. 37318

[Natallia Kaptur](#) MS-27, ext. 37360

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

[Laura Horton](#) MS-19, ext. 37462

[Doug Warnberg](#) MS-35, ext. 37357