

**ERC Regular Meeting Minutes**  
**Thursday, January 27, 2011 – Upper A Conference Room – 9:00 a.m.**

**Present: Laura Horton, Tonya Battles, Pam Ledford, Rebecca Layman, Natallia Kaptur, Jack LeGeune, Patricia Burks-Jelks (Chair), Courtney Maricle (Secretary), Dr. Robert Moore**

**Welcome and Opening Remarks**

Patricia Burks-Jelks welcomed the new committee members and then turned the floor over to Dr. Moore for remarks. Dr. Moore expressed that he is very appreciative of the hard work and dedication the ERC provides to the UTSI Family. One of the things he asked the committee to consider is ideas for wellness programs and activities. A suggestion he mentioned was to hold a Health Fair. Other possible suggestions are a workout/exercise room in the main academic building and a smoking cessation seminar. This is an ongoing discussion. If anyone has suggestions, please submit them to your ERC Representative or to the Human Resources Office.

**Group Discussion:**

**1. How well did the 2010 Food Basket and Angel Tree Project do?**

Huge Success! The ERC raised \$716.50 from our UTSI Family to help with needy families around the community. The ERC were able to help 8 families and 25 angels. The ERC agreed to continue the Food Basket and Angel Tree Project for this year.

**2. Employee Relations Committee**

The committee said good-bye to Laura Horton and Rebecca Layman for serving their two year term. The newly elected members to the committee are Natallia Kaptur (Secretarial and Clerical) and Jack LeGeune (Buildings, Grounds Maintenance, Skilled Trades, Food Services and Technical Services). They will be joining Pam Ledford and Tonya Battles.

The committee elected Tonya Battles as Safety Officer. Jack LeGeune was elected as the UTSI Employee Relations Board Representative.

To find out more regarding the University of Tennessee ERC Policy, please visit the following link: [UT ERC Policy](#)

To see the UTSI HR Procedure for the Employee Relations Committee visit the following link: [UTSI HR ERC Procedure](#)

**3. ERAB Meeting Minutes**

[ERAB Minutes December 7, 2010](#)

For more information regarding UT ERAB, please click [here](#).

**Next Meeting:**

Regular ERC Meeting: **Thursday, March 31, 2011.**

Agenda items for this meeting will need to be turned into your ERC Representative no later than March 17, 2011.