

**ERC Regular Meeting Minutes**  
**Thursday, March 31, 2011 – Upper A Conference Room – 2:00 p.m.**

**Present: Tonya Battles, Pam Ledford, Natallia Kaptur, Jack LeGeune, Patricia Burks-Jelks (Chair), Courtney Maricle (Secretary)**

**Group Discussion:**

**1. UTSI Family Picnic**

The committee agreed to have the Family Picnic. The committee is looking at dates in September to have the picnic. More details will follow.

**2. Is there a way for the UTSI Family to help the families affected by the Franklin County tornado that hit earlier in the month?**

If employees are interested in helping the families affected by the tornados, they may visit their local American Red Cross or other donation stations across town.

**3. Are Retirement incentives still being paid to employees who wish to retire?**

The policy of University of Tennessee, approved by the Board of Trustees on June 6, 1988, offers retirement incentives to faculty and staff in instances where it is deemed that the offering of such an incentive is in the immediate and long-term best interest of the institution. For UTSI, this is determined by the UTSI Executive Director. Please contact HR if you have questions regarding your benefits.

**4. Why was the check cashing services removed from the Business Office? With UTSI being so far from town and no ATM on site this was a convenient way to get cash.**

UTSI is out of the business of check cashing. Administrators have checked on installing an ATM on campus and have decided it is too expensive and there are not enough people on campus to justify having an ATM machine installed.

**5. ERAB Minutes**

Jack LeGeune attended the March 17, 2011 ERAB meeting in Knoxville. Please visit the [ERAB Website](#) to read the minutes and read previous meeting minutes.

**Next Meeting:**

Regular ERC Meeting: **Thursday, May 26, 2011**  
Agenda items for this meeting will need to be turned into your ERC Representative no later than May 23, 2011