

**The University of Tennessee Space Institute
Employee Relations Committee Meeting
November 10, 2015 200 PMCST
D-100
Minutes**

Attendees:

ERC Committee Members: Clara Ferguson, Natallia Kaptur, Paula Morris

ERC Chairperson: Patricia Burks-Jelks, **Secretary:** Courtney Maricle, **SGA:** Stu Steen, Julie Swafford

- **UTSI Annual Holiday Luncheon**
 - Wednesday, December 9, 2015
 - Traditional Dinner will be served; Ham, turkey and all the fixings
 - Employees are free of charge
 - Guest will be \$8.00 prior to the event and \$9.00 at the door the day of event

- **Annual Angel Tree Project**
 - The committee agreed to support Coffee County Foster Child Support Group
 - UTSI will adopt 25 Angels
 - Angels will be ready to adopt the week of November 16th

- **Annual Food Basket Project**
 - The committee agreed to support Good Samaritan of Franklin County
 - Food Baskets are placed around campus starting the week of November 16th.

- **ERC Elections**
 - ERC Elections for 2016 are open.
 - Please complete your ballot and return to HR as soon as possible

Secretarial and Clerical

[Clara Ferguson](#) MS-01, ext. 37234

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

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

[Paula Morris](#) Box 47, ext. 37240

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