
University Policy Committee Meeting

May 12, 2020 @ 2:00 p.m.

Zoom Meeting



Minutes

Attendees: Mitch Robinson, Rex Gandy, Dannelle Whiteside, Eric Norman, Ron Bailey, Lorneth Peters, Christine Mathenge, Kito Aruh(abstained from voting on 5:015 and 5:031), Sheraine Gilliam-Holmes, Fonda Fields, Anthony Roark, Janice Weyant, Gerald Harrison, and Hannah Allen (minutes)

Absent: None.

1. Approval of minutes from the March 23, 2020 meeting

Bailey motioned to approve the University policy minutes from the April 20 meeting; Peters seconded the motion. The committee approved the minutes.

Old Business – Second Reading

2. 5:031 Days of Administrative Closing

Norman motioned to approve the policy for second reading and to be moved to the President for her approval. Bailey seconded the motion.

Discussion:

None.

Committee Vote:

The committee approved the policy for second reading and to be moved to the President for her approval.

3. 5:015 Compensatory/Overtime

Norman motioned to approve the policy for second reading and to be moved to the President for her approval. Bailey seconded the motion.

Discussion:

Peters suggested adding that work/lunch breaks cannot be used to compensate for late arrival to duty, and the committee agreed to the addition. Fields explained the recent update on paying premium time and overtime to employees who work on a holiday matches current practices at other public universities in Tennessee. This type of payment typically affects Public Safety and Physical Plant employees.

Committee Vote:

The committee approved the policy for second reading and to be moved to the President for her approval.

4. 5:013 Performance Evaluations for Administrative/Professional and Classified Employees

Bailey motioned to approve the policy for second reading and to be moved to the President for her approval. Norman seconded the motion.

Discussion:

None.

Committee Vote:

The committee approved the policy for second reading and to be moved to the President for her approval.

New Business – First Reading

5. 5:025 Financial Exigency

Norman motioned to table the policy. Mathenge seconded the motion.

Discussion:

Norman suggested tabling the policy due to concerns with current situation with COVID-19. The committee discussed concerns with reviewing the policy at this time and the potential to cause fear of employee termination even though the policy is simply scheduled for review. After consulting the President, the committee agreed that, given the current circumstances, the policy should be reviewed at a later date.

Committee Vote:

The committee approved to table the policy.

6. 5:029 Discipline Procedures for Non-Faculty Employees

Norman motioned to approve the policy for first reading and to be sent to second reading. Bailey seconded the motion.

Discussion:

Fields commented that the title has been updated to clarify that the policy only applies to staff. Norman made editorial suggestions. Peters asked about probation and suspension letters placed in personnel files and suggested saying these letters will be placed in the Human Resources Office.

Committee Vote:

The committee approved the policy for first reading and to be moved to second reading.

7. 5:035 Nepotism

Bailey motioned to approve the policy for first reading and to be sent to second reading. Norman seconded the motion.

Discussion:

Gilliam-Holmes discussed the changes made in order to be consistent with best practices, including the addition of the Disclosure Responsibility section. The committee discussed the Tenure section and did not oppose adding it to the policy.

Committee Vote:

The committee approved the policy for first reading and to be moved to second reading.

8. 8:001 General Athletic Policy

Bailey motioned to approve the policy for rescission. Peters seconded the motion.

Discussion:

None.

Committee Vote:

The committee approved the policy for rescission.

9. 8:002 Athletic Recruiting – Official and Unofficial Visits

Norman motioned to approve the policy for first reading and to be sent to second reading. Bailey seconded the motion.

Discussion:

Harrison discussed the major changes due to the NCAA allowance updates for travel distance when entertaining prospective athletes.

Committee Vote:

The committee approved the policy for first reading and to be moved to second reading.

10. 8:003 Athletic Ticket Policy and Ticket Office Procedures

Whiteside motioned to table the policy. Bailey seconded the motion.

Discussion:

Whiteside asked if the policy was actually necessary. The committee discussed tabling the policy to determine if it is needed.

Committee Vote:

The committee approved to table the policy.

The meeting adjourned at 2:59 P.M.