

**THE UNIVERSITY OF TENNESSEE  
EMPLOYEE RELATIONS ADVISORY BOARD ACCOMPLISHMENTS**

- 2004** - To prevent smoking in university vehicles, "Thank You for Not Smoking" signs were placed in them.
- 2003** - Workplace Satisfaction Survey conducted based on concerns and questions from the Employee Relations Advisory Group.
- 2000** - Addition of Memorial Day Holiday beginning in 2001.
- 1997/8-** In 1997, the Board made a suggestion to make the performance review system more effective across all university's campuses. In 1998, personnel officers reviewed the issue and made recommendations to the president's staff. Implementation is slated for 1998-99.
- 1996** - A Board suggestion to consider ways to increase Grade 1 starting wages was reviewed by personnel and business officers. As of July 1, 1996, entry-level minimums for Grades 1, 2, and 3 were raised 10.8, 6.4, and 3.3 percent respectively while other grade minimums were raised only 2 percent.
- 1995** - In March 1995, a sick leave brochure promoting the university's sick leave benefit as suggested by campus employee relations committees and by the employee relations board was distributed to non-exempt employees.
- 1994** - The funeral leave policy was revised to allow employees to receive payment for up to five days of funeral leave as the result of the death of a step-child or step-parent.
- 1993** - The employee fee waiver policy was modified for employees to receive fee waiver up to eight credit hours per term, regardless of the number of courses taken.
- 1992** - A long-term disability plan was bid and awarded to Met Life; the plan was marketed the following year and was effective July 1, 1993.
- 1990** - A reciprocal fee discount between UT and Tennessee Board of Regents institutions was implemented for employee spouse and dependent children.
- 1988** - Concerns about the changes to the State Insurance Program were expressed in a letter sent to Governor McWherter from the Board.
- 1987** - Mini-term was treated as a separate term for fee waiver purposes.

- An extra day of Administrative Closing during Christmas Week was declared bringing the total days to five (four days of Administrative Closing plus the Christmas Holiday).
- 1986** - A fee discount for spouse and dependents was implemented at 33% and was effective for the 1985 fall term. A recommendation to raise the discount to 50% was approved by the Board of Trustees in June of 1986.
- 1985** - An Employee Relations Advisory Board member was appointed to the Faculty/Staff Affairs committee of the Board of Trustees.
- 1984** - A revised benefits manual, Your University Benefits, was made available to all regular employees 75% time or more.
- 1983** - Information on paycheck stubs was expanded to include annual and sick leave balances.
  - Fee waivers were extended to part-time employees on a pro-rata basis.
  - Minutes from all campus employee relations groups were shared with all campus ERC representatives.
- 1982** - A day of personal leave was implemented for non-exempt employees.
  - A video presentation covering all units of the university was developed for use in new employee orientation.
- 1978** - The funeral leave policy was clarified to allow up to five days leave for a parent, child, or spouse and to add daughter- and son-in-law to the list of relatives granted up to three days of leave.
- 1977** - A system of advance pay against workers' compensation benefits was implemented to cover the lag time between lost time due to injury and approval of the workers' compensation claim.
  - The employee fee waiver was increased from a maximum of six to eight hours.
- 1974** - Minimum time off for voting purposes was made an official part of UT Human Resources Policy.

## OUTSTANDING BOARD ACCOMPLISHMENTS FROM THE FOLLOWING HISTORY:

- 2003 - **Workplace Satisfaction Survey** conducted based on concerns and questions from the Employee Relations Advisory Group.
- 1997/8- In 1997, the Board made a suggestion to make the **performance review** system more effective across all university's campuses. In 1998, personnel officers reviewed the issue and made recommendations to the president's staff.

### **Educational Assistance**

- 1993 - The employee fee waiver policy was modified for employees to receive fee waiver up to eight credit hours per term, regardless of the number of courses taken.
- 1990 - A reciprocal fee discount between UT and Tennessee Board of Regents institutions was implemented for employee spouse and dependent children.
- 1987 - Mini-term was treated as a separate term for fee waiver purposes.
- 1986 - A fee discount for spouse and dependents was implemented at 33% and was effective for the 1985 fall term. A recommendation to raise the discount to 50% was approved by the Board of Trustees in June of 1986.
- 1983 - Fee waivers were extended to part-time employees on a pro-rata basis.
- 1977 - The employee fee waiver was increased from a maximum of six to eight hours.