

Staff Advisory Committee
October 26, 2023 – 1:30 p.m.

Members Present: Eric Carlile, Gail Gentry, Joni Gilmore, Birgit Hoffman, Melanie Mabry, Amy McCoy, Debbie Pennebaker, Amanda Ramsey, Lisa Rice, Sarah Starkey, Noel Stojkov,

Members Absent: Joyce Arnold-Hesson, Jennifer Dewar, Autumn McDaniel, Peggy Nettenstrom, Samantha Peterson, Gary Stafford, Denette Way

Others Present: President Oldham, Lee Wray, Kevin Vedder, Donna Schrock

Summary:

Approved Agenda

Approved September 21, 2023 minutes

Discussed Staff Day 2024

Discussed Staff Advisory Committee Webpage

Comments by the President

Proceedings:

Chair Sarah Starkey called the meeting to order at 1:38 p.m. Joni Gilmore motioned to approve the agenda for October 26, 2023. Lisa Rice seconded. Motion APPROVED.

Gail Gentry motioned to approve the September 21, 2023 minutes. Melanie Mabry seconded. Motion APPROVED.

Eric Carlile volunteered to be Chair of the 2024 Staff Day Committee. Everyone in attendance agreed to help on the Staff Day planning committee. It was decided to have the first planning meeting on January 18th at 1:30 p.m. in the President's Conference room. Be prepared to come with possible topics for the retreat.

Starkey shared there was already a Staff Advisory Committee webpage under the President's webpage and there was also a Retreat webpage. Starkey asked if we should work on the webpage under the President's or on the Retreat webpage? Donna Schrock added that the committee webpages under the President's page were all basically the same and should be kept uniform. Other committees may have their own webpage but they were not linked from the President's webpage. Starkey summarized that we should work on editing the Staff Retreat page.

Starkey commented there was a question on how would employees reach out to the Staff Advisory Committee with concerns? Lee Wray thought we could put a link on the committee

page to go to a Staff Advisory webpage that we would develop. Kevin Vedder suggested to check with IT to see if they could create an email or webpage address for the Staff Advisory Committee. A general email address could be sent to a committee member and changed out each year as the committee changes. Vedder added that it would give name recognition going forward and employees could always go to the same place. Starkey added that it could go to several members of staff advisory, not just the chair.

Starkey commented that a big concern was that staff did not feel they could get a hold of the members on the committee to bring forward questions they had that the committee could discuss. Starkey would like to have a connection for the staff that we serve to have a way to contact the committee. We can work on the finer points of who will monitor the email/webpage. Gilmore suggested that we have a list of who is on the committee on the webpage. Starkey shared the screen on the President's webpage that already showed the Procedures, Membership Roster and Minutes.

President Oldham commented on the loss of Michelle Huddleston and added what a great example she was for all of us on how to make an impact on people the Wings Up Way.

Oldham said the Budget was in good shape and the October revised budget was being presented to the state. It would be brought to the Board of Trustees for approval at the next Board meeting. Oldham added there were additional state funds and a modest enrollment increase.

Oldham addressed the Road Safety concerns around campus the committee has had. TN Tech had met with the city of Cookeville on the concerns of city streets and crossings, the city had agreed to meet the requests on improvements as quick as they can. Willow Ave. falls under the Tennessee Department of Transportation and is scheduled to be widen and redone in the next few years. TN Tech has agreed to provide the state an easement while the work is being done which should speed up the process.

Oldham stated there would be a round-about at the corner of Willow Ave. and University Dr. Utilities around campus were planned to be buried. Oldham estimated the project was three to five years out. Progress was being made on the Peachtree Rd. project and should be completed shortly after Christmas. Ashraf Islam Engineering Building is scheduled to be turned over to TN Tech in April 2024. Oldham added the Advanced Construction and Manufacturing Engineering Building is in the design phase and Johnson Hall is also in design but should be underway soon. The west side of the football stadium will be torn down between January and next summer.

President Oldham passed out cards to everyone to the new Poppie's Ice Cream Shoppe in the RUC for free ice cream.

Oldham stated TN Tech was well underway on the next recruiting class for next year, up over a thousand applications from last year which does not correlate to enrollment but it is a good sign. Oldham thanked everyone for making Preview Day a success, which had approximately 2,000 people show up. TN Tech has taken recruiting on the road, called Tech to You, and they have been well attended. Oldham added that when he surveyed the student at these schools approximately two thirds of them had not visited campus, which made a good opportunity for recruiting.

Oldham stated that Tech After Dark was next week and was specifically a recruiting event for students in Putnam County. Even though people have lived around campus it gives them a different opportunity to see what campus is like for a student.

Oldham commented that Research was going great, TN Tech hit a record high in research dollars last year of over \$36 million and at one third through this fiscal year we are already at \$32 million. Oldham added that the largest research grant in the history of TN Tech was just awarded for \$10 million to assist local power companies electric grid management in rural areas in part for electric vehicles. TN Tech is the lead institution for this grant, in partnership with West Virginia University, Pennsylvania State University and Massachusetts Institute of Technology.

Other Such Matters: Starkey mentioned that Human Resources would be launching a new training and development learning platform. Vedder added they were partnering with CITL similar to the student learning platform but for employees. Vedder added the vision was to consolidate all of the training for faculty and staff in one place to be able to launch it, manage it and have employees be able to access it all from one place.

Vedder mentioned that Human Resources held Live Office Hours with the topic Best Places to Work in Tennessee. The Society for Human Resource Management will send out a random survey to 250 employees and compile the information for TN Tech which will give more insight as to what areas we need to focus on and hopefully to say it is the best place to work in Tennessee. Vedder asked that we be on the look out for the survey and if you get one to please complete it. The results would probably come out early 2024.

Gilmore motioned to adjourn. Rice seconded. Adjourned at 2:07 p.m.

Documents on file:

Agenda, October 26, 2023
Minutes, September 21, 2023

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