



**Employee Relations Organizations Meeting  
October 29th – 10:00am to 11:15am  
Zoom Meeting**

**Representatives Present:**

**ERC:** Amber Carter, April Thompson, Jackie Cotton, Jasmine Bowles, Katora Jones, Linda Johnson, Nathan Tipton, Robyn Taylor, Vickie Christian, Jackie Fox, Andrea Briggs, Jean Perdicaris, Nury Magana, Joyce Hamilton

**ESC:** Blake Dingman, Daniel Hutchinson, Kimberlee Norwood, Stephanie Breuer, Vanessa Baker, Venus Claxton, Dorothea Owens, Yin Su, Kaining Zhi

**Minutes Secretary:** Yin Su

**Representatives Absent:** Janette Smith, Felicia Washington, Lyncie Crawford

**Meeting Agenda and Minutes**

**10:00am**      **Welcome – Debbie Long**

**10:05am**      **Time Off to Vote – Debbie Long** (See attached UT Policy 395)

**10:30am**      **Politics in the Workplace – Rebekka Freeman** (See attached PowerPoint file)

**11:00am**      **ERC Knoxville Question & Answer**

Ms. Kimberlee Norwood mentioned related UTHSC employee collected annual leave hours and sick leave hours policy will not change during the pandemic time. For example, annual leave accrued in excess of the applicable maximums shall be transferred to the employee's sick leave balance at the end of each calendar year.



**Schedule ERO meeting for November and December**

ERO meeting scheduled for next meeting, the date would be on December 10, 2020, 10 am-11 am.

**11:30am      Announcements**

1. Jean Perdicaris announced the new opening position for “Director of Financial Aid-Enrollment Services” for UTHSC.
2. Daniel Hutchinson introduced the new position opening for “HVAC Superintendent-HVAC Services”
3. ESC Dentistry mentioned the construction undergoing at College of Dentistry went well. Required all employees and students should keep the social distance and follow CDC guidance.
4. Vanessa Baker mentioned one new faculty will come soon to the department.
5. Yin said the Office of Research leadership is ongoing its reorganizing process.
6. Lisa mentioned UTHSC-IT Department worked on process for the solution related Le Bonheur Children's Hospital's DDI issue. It will allow more access Microsoft 365. In addition, IT Department will hire more people to support campus service.

## LEAVE PROCEDURE 395 – Time Off To Vote

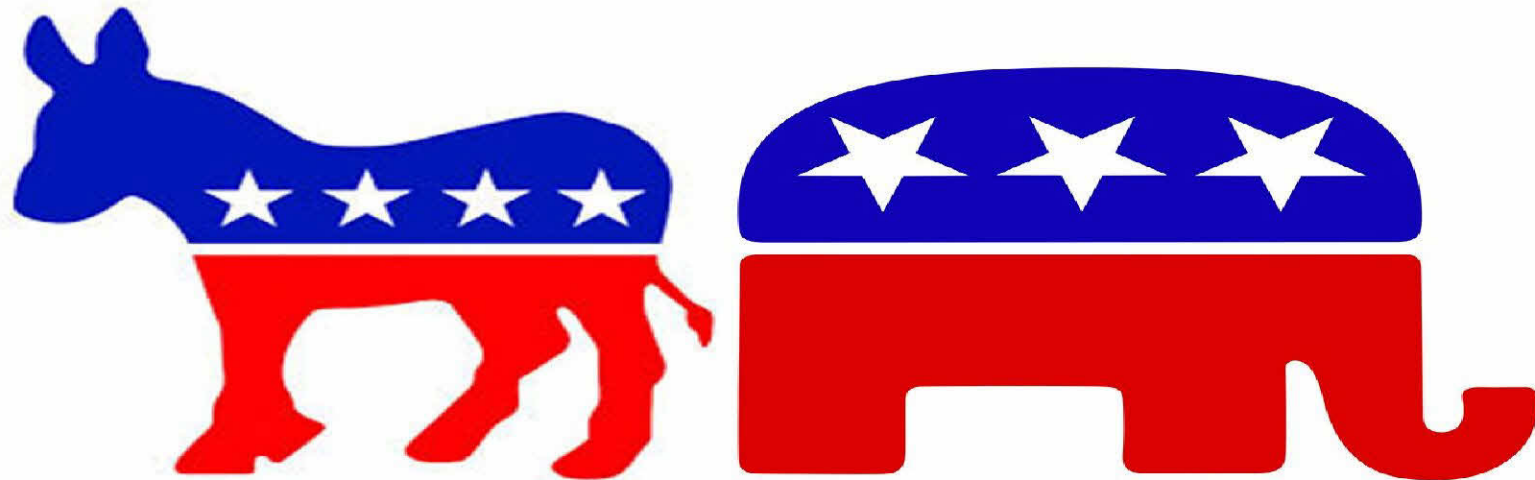
<b>No./Title:</b> 395 – TIME OFF TO VOTE	<b>Resp. Office:</b> HUMAN RESOURCES	<b>Effective Date:</b> 03/10/2014
<b>Category:</b> Leave	<b>Last Review:</b> 03/03/2014	<b>Next Review:</b> 03/03/2017
<b>Contact:</b> Human Resources Office	 901.448.5600	 hr@uthsc.edu
<b>Related Policies:</b>		

### PROCEDURE

The University encourages all employees to vote in local, state and national elections and provides employees who are registered voters reasonable time off to vote in an election held in the state.

Employees may receive time off, not to exceed three (3) hours between the opening and closing of polls if the request is made to the supervisor before noon the day prior to the election. The supervisor may specify the hours during which the employee may be absent. If the polls open three (3) hours or more before the employee’s work schedule begins or if the polls close three (3) or more hours after the employee’s work schedule ends, the employee may not receive time off to vote.

The departmental timekeeper has responsibility for recording any time off granted for voting.



## Politics in the Workplace

Rebekka N. Freeman, Esq.



# Objectives

## Discuss

- What we can't do at work
- What we can do at work

Conservative

Pro-Life

Law & Order

Voter Fraud

Unconstitutional

Riots

State's Rights

Liberal

Pro-Choice

Police Brutality

Voter Suppression

Constitutional

Protests

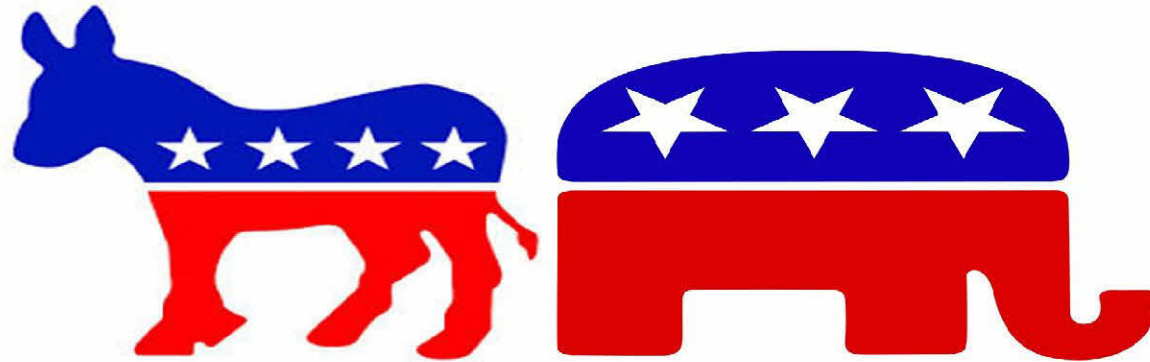
Mask Mandate

COVID-19 Pandemic

Immigration

Economy

Supreme Court Appointment



What You Can't Do at Work

# Little Hatch Act T.C.A. § 2-19-201(3)

Tennessee Code Annotated

Title 2 - Elections

Chapter 19 - Prohibited Practices

Part 2 - Offenses by Public Officers and Employees

- Part Definitions

(3) "Public officers and employees" means all employees of the executive branch of the state government, or any department, division, or agency thereof, and all appointed officers and [employees of any educational institution](#), establishment, corporation or agency supported principally by state funds, including teachers.



# Little Hatch Act T.C.A. § 2-19-206

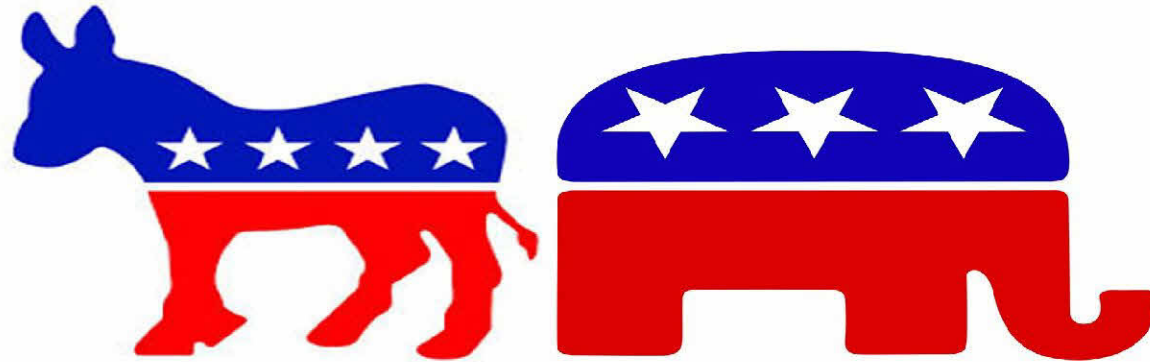
The Little Hatch Act prohibits all state employees from engaging in the following:

1. Displaying campaign literature, banners, placards, streamers, stickers, signs, or other items of campaign or political advertising on the premises of state property. (Tenn. Code Ann. § 2-19-206(a)) Exception: Employees may display a decal or bumper sticker on their personal vehicle while parked on state property. (Tenn. Code Ann. § 2-19-206(c))
2. Using state-owned property for campaign advertising or activities (Tenn. Code Ann. § 2-19-206(b));
3. Engaging in political activity not directly a part of that person's employment during any period when the person should be conducting business of the state (Tenn. Code Ann. § 2-19-207)

# UTHSC Policy 820 – Professional Attire

- Business attire includes suits, sports jackets, and pants for men, and dresses, pants, skirts, and blouses for women. Some departments may take a “business casual” approach, which includes the above, but may also include collared shirts, golf or “polo” shirts, and pressed khaki pants.
- Attire that is not appropriate for the workplace includes t-shirts, tight or short pants/skirts, tank tops, halter tops, low-cut blouses or sweaters, or any extreme style or fashion in dress, footwear, accessories, fragrances, or hair.

We Cannot Discourage Political Speech  
in the Workplace



What You Can Do at Work

# Encourage a Civil Environment & Cordiality

- We can disagree and still be cordial.
  - All of us want the same things for our families (safety, health, prosperity, etc.) but we may disagree on how best to achieve these things.
  - We are so polarized as a nation. Just because someone disagrees with your political/moral views does not inherently make them a bad person.
- Context is important – if you don't have rapport with that person, it is probably not a good idea to talk politics, religion, race, etc. at work.
- Remember, when discussing politics & current events, you are still bound by the UTHSC Code of Conduct.

# UTHSC Code of Conduct

- 3. Respect for Others: Employees are expected to be committed to creating an environment that promotes ... diversity, fair treatment, and respect for others. Employees are expected to treat one another, students, and the general public in an honest and respectful manner.
- 10. Respect for Persons: a. Disorderly conduct, including, but not limited to, using discriminatory, abusive, or threatening language; fighting, provoking a fight, or attempting bodily harm or injury to another employee or to any other individual or threatening physical action or injury on university property or during university activities; or other conduct that threatens or endangers the health, safety, or well-being of any person.

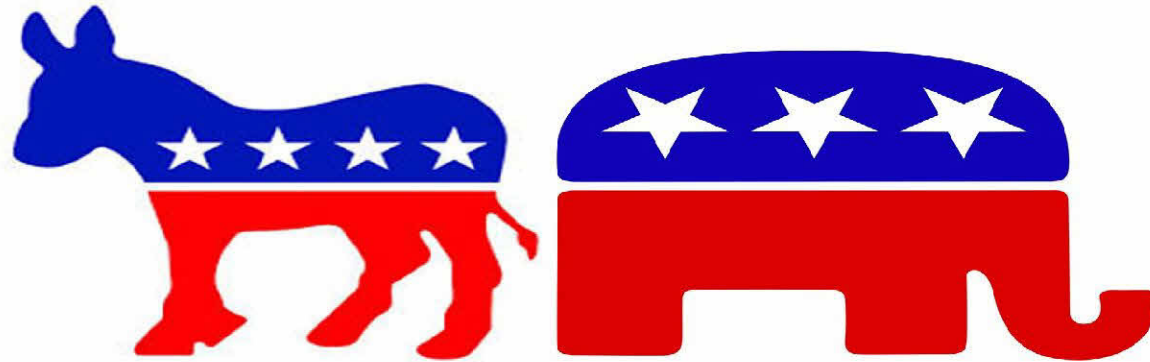
# Supervisors Should Remain Neutral

- Supervisors should not be vocal about who they are voting for – they should remain neutral so as not to give impression of taking side of some employees over others

# Reminder

- No political clothing, hats, pins, signs, etc. at work.
  - You can disagree about politics/current events, and still be cordial with one another.
    - We all want the same things for our families: safety, health, prosperity, etc. We just disagree on how to be achieve those things.
  - You are bound by the UTHSC Code of Conduct.
  - If you see/hear something, say something. It is ok to speak up.
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- **November 3, 2020 is Election Day!**





Questions?