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TN CUPA-HR NEWSLETTER

## Spring Workshop

**April 20-22, 2008**

Vanderbilt Marriott  
2555 West End Avenue  
Nashville, Tennessee 37203

Registration Fee is \$125.00.  
Please see page 5 for the  
Registration form.

Deadline for Registration is  
April 11, 2008!



## Spring Workshop

We have created a conference website where we will list the most updated information regarding the conference. The website address is:

<http://www.etsu.edu/humanres/cupahr/events.html>

The nightout event will be held at the **Country Music Hall of Fame**. We are planning a dinner and tour (on your own). The museum closes to the public at 5, so we should

have the place to ourselves for most of the evening. Additional registrations can be obtained for this event only for \$90.00. This includes the tour, dinner and transportation to and from the museum. Please see someone at the Conference Registration table for more information and to obtain additional tickets.

There will be onsite parking available at the Marriott for an additional fee. Valet parking will

also be available. The hotel is located near Vanderbilt University, the Parthenon, and many shops and restaurants.

**Dietary Restrictions:**  
Please refer to the proposed menu selections for the entire conference, on the following page. If you have any dietary restrictions, please indicate those on your registration form.

# Tentative Schedule (all times are central)

## Sunday, April 20:

- 2:00**  
Registration Begins
- 3 – 4:15**  
Opening Session –  
Keynote Speaker
- 4:30 – 5:15**  
Newcomers Reception
- 5:15**  
Dinner on your own

## Monday, April 21:

- 7:30 – 8:15**  
Breakfast Buffet
- 8:15 – 9:15**  
Concurrent Sessions #1
- 9:45 – 10:45**  
Concurrent Sessions #2
- 11 – Noon**  
Concurrent Sessions #3
- Noon – 1:30**  
Lunch with Guest Speaker
- 1:45 – 2:45**  
Concurrent Sessions #4
- 3:15 – 4:15**  
Best Practices Panel
- 6:00**  
– Dinner and Tour –  
Country Music Hall of Fame

## Tuesday, April 22:

- 8:30 – 9:30**  
Concurrent Sessions #5
- 10:15 – 11:30**  
Brunch/Business  
Meeting – Door Prizes
- Vendor Showcase open  
daily during conference.*



Country Music Hall of Fame

# Tentative Menu Selections

## Monday (4/21/08) Breakfast

### *The Grand Ole Opry Breakfast Buffet*

- Chilled Apple, Orange and Cranberry Juices
- Sliced Fresh Fruit Display
- Freshly Scrambled Eggs
- Country Sausage Links
- Crisp Bacon Strips
- Lyonnaise Potatoes
- Oatmeal
- A Variety of Sliced Breakfast Bread, Muffins and Bagels
- Coffee, Tea

## Monday (4/21/08) Lunch Buffet

### *Nashville Deli Buffet*

- Soup of the Day
- Green or Caesar Salad
- Deli Sandwiches: Ham/Swiss, Herb Roasted Chicken Breast or Smoked Turkey
- Chef's Choice of Assorted Desserts

## Monday (4/21/08) Dinner Buffet at the Country Music Hall of Fame

### *Southern Buffet*

- Gourmet Mixed Green Salad
- Oven-Roasted Chicken
- Grilled Molasses-Glazed Pork Loin
- Slow-Cooked Turnip Greens
- Fried "Shoe-Peg" Corn
- Sour Cream Mashed Potatoes
- Cornbread/Biscuits
- Orange Juice Cake
- Chocolate Kahlua Cake

## Tuesday (4/22/08) Brunch Buffet

### *The Hermitage Brunch*

- Fluffy Quiche
- Lyonnaise Potatoes
- Bacon Strips or Sausage Links
- Parmesan Tomato



*If you have any dietary restrictions, please indicate those on your registration form*

## Meet a new TN CUPA-HR Member!

Joan Bates joined TN CUPA-HR for the networking opportunities. "I have discovered that the more networks you have to draw information from, the more successful you will become in the HR profession." Joan is currently a member of the national SHRM as well as the Southeast Tennessee Association of Human Resources where she served as treasurer for the past five years. Please meet Joan:

Joan is the Director of Human Resources at Cleveland State Community College (CLSCC) in Cleveland,

TN. CLSCC is a Tennessee Board of Regents institution: <http://www.clscclcc.cc.tn.us/>. As Director of Human Resources, Joan is responsible for staff ADA compliance, affirmative action, Title VI coordination, Title IX coordination, and benefits and compensation administration. She has served on the Tennessee Board of Regents' Benefits Committee and the Compensation Committee for the past ten years, and served on the ERP HR Committee to develop the Banner prototype.

Joan has had a long

career at CLSCC. She started with the college in 1980 as a secretary in the nursing department and has held the positions of secretary to the vice president for academic affairs; non-credit coordinator; research technician in institutional research; and since 1989 she has worked in the human resources department. Joan is married to Mitchell Bates and has a 16-year old son Mickey. Four dogs (Dixie, Toby, Angel and Blackie) complete the family.

TN CUPA-HR is proud to have Joan as a member of our group!



Joan Bates

## TN CUPA-HR MEMBERSHIP BENEFIT: NETWORKING

The American Heritage College Dictionary defines networking: *To interact or engage in informal communication with others for mutual assistance.*

TN CUPA- HR gives you the opportunity to network with your human resource peers at conferences and meetings throughout the state. TN-CUPA also provides our members with "listserv" capabilities. As a member you may request information from your peers using our email contact list.

Dr. JaCenda Davidson, Director of Human Resources, Fisk

University, was establishing a military leave policy and asked TN CUPA-HR members for assistance. JaCenda said, "The response was great, and I received more than enough information. It was just what I needed."

Pam Davis, Director of Human Resources, Tennessee Wesleyan College, needed to know who the HR Director reported to on our campus' organizational chart. Pam said, "Thank you so much for your help with my request. As you know, I had a great response from the TN CUPA-HR folks. It is a pleasure to know that your

peers are willing to help and will respond when info is requested! "

TN CUPA-HR members can request listserv assistance from their peers by contacting Diana McClay, TN CUPA-HR Communications Chairperson, at [mccclayd@etsu.edu](mailto:mccclayd@etsu.edu). To join TN-CUPA please complete the attached membership form.

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*"TN-CUPA also provides our members with "listserv" capabilities. ."*

**APPLICATION FOR MEMBERSHIP  
Tennessee College and University Professional Association for Human Resources  
TN CUPA-HR**

Membership Period July 1, 2008– June 30, 2009

Dues for the membership year are payable on July 1, but not later than December 31. Dues for joining during the second half of the membership year shall be one-half of the regular annual amount.

**Person(s) desiring membership should complete this application and submit payment of dues to the Treasurer (address below). Make checks payable to TN CUPA-HR.** This form serves as an invoice.

*Please complete this section for each member (use additional sheets as necessary). Each institution may designate an unlimited number of institutional representatives to participate in Chapter activities but must designate on the form below one person as a key representative to vote on official Chapter business matters.*

Name \_\_\_\_\_ Position \_\_\_\_\_  
 Institution \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
 E-Mail Address \_\_\_\_\_

**Dues rates for membership (please check one):**

<b>Institutional Budget in Millions</b>	<b>Yearly Dues</b>
_____ Small 0-24.99 million	\$100
_____ Medium 25-199.99 million	\$250
_____ Large 200+ Yearly Dues	\$500
(Institutions receive an Introductory Offer of ½ Price First Year Membership)	
_____ Individual Membership	\$25
_____ Corporate Membership	\$100 (additional members: \$25 each)

TN CUPA-HR President, c/o Dan Trentham, Director, Retirement Services, The University of Tennessee, Benefits and Retirement Services, 115 Conference Center Building, Knoxville, TN 37996  
 Voice: 865.974.4341; Fax: 865.974.3559; E-mail: [dantrentham@tennessee.edu](mailto:dantrentham@tennessee.edu)

**Tennessee CUPA-HR  
Spring Conference  
April 20 – 22, 2008  
Nashville, Tennessee**



**REGISTRATION FORM (Please Use One Form For Each Participant)**

Full Name

Nickname for Badge

Title

Institution/Company

Address

City

State

Zip Code

Telephone

Email

Fax

**Full Registration Fee: \$125.00/per person – Includes all meals, materials, and a night out!!**

Concurrent Session Topics will be announced at a later date. You will be able to choose which sessions you would like to attend. Individual registration will not be needed for the concurrent sessions.

The Spring Conference is being held at the Vanderbilt Marriott on West End Avenue in Nashville, TN. A block of rooms have been reserved for Conference participants. Please contact the hotel directly to book your room(s). You can do so by the web at: [www.marriott.com/bnaav](http://www.marriott.com/bnaav) and use **Group Code CUPCUPA**. Or, you can call 1-800-285-0190 also mention code **TNCUPA**. Rooms are reserved at \$149/night – single or double. **The deadline to receive the conference hotel rate is: Friday, April 4, 2008.**

**\*\*\*\*\*Conference Registration Deadline: Friday, April 11, 2008\*\*\*\*\***

Please return this completed form and a check (*sorry, no credit cards accepted*) made payable to **TN CUPA-HR** to:

Dan Trentham, President  
600 Henley Street, Suite 115  
Knoxville, TN 37996

PLEASE INCLUDE DIETARY RESTRICTIONS ON REVERSE SIDE.

## CUPA-HR Links

CUPA-HR National Website  
[www.cupahr.org](http://www.cupahr.org)

CUPA-HR Southern Region  
<http://www.cupahrregions.org/southern/>

TN CUPA-HR  
[www.etsu.edu/humanres/cupahr](http://www.etsu.edu/humanres/cupahr)

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**The TN CUPA-HR Newsletter is published quarterly.**

**The newsletter is written by Diana McClay, Associate Director, Office of Human Resources, East Tennessee State University.**

**The newsletter is designed by Tara Swiger, Human Resource Assistant, Senior, Office of Human Resources, East Tennessee State University.**

## To Submit News

Send news items to Diana McClay, Associate Director, Office of Human Resources, East Tennessee State University, at [mcclayd@etsu.edu](mailto:mcclayd@etsu.edu). The newsletter is published quarterly. Digital photos are encouraged to go with news items.

## Chapter Membership

The Chapter is eager to welcome new members. There are numerous advantages to membership in TN CUPA-HR among them tremendous networking opportunities with HR professionals working in colleges and universities throughout the state. As an added incentive, new members to the Tennessee Chapter will receive half-priced dues for the first year. New members can join for as little as \$50 to \$250 depending on the size of the institution's budget. Individual memberships are available for \$25 per year!

For information on membership to the Tennessee Chapter see the website at [www.etsu.edu/humanres/cupahr](http://www.etsu.edu/humanres/cupahr) or contact the Tennessee Chapter Membership Co-Chairs, West Tennessee—Russell Epperson, [repperson@fhu.edu](mailto:repperson@fhu.edu),

East Tennessee—Libby Whitaker, Lincoln Memorial, [libby.whitaker@lmunet.edu](mailto:libby.whitaker@lmunet.edu). They would be happy to answer any questions regarding CUPA-HR.

A membership form is attached (page 4) for your convenience.

TN CUPA-HR Chapter Membership currently includes the following institutional and corporate members:

AIG/VALIC, Belmont University, Bethel College, Bryan College, East Tennessee State University, Fisk University, Freed-Hardemann University, Jackson State Community College, Lee University, Lincoln Memorial University, Maryville College, Memphis Theological Seminary, Pellissippi State Technical Community College, Rhodes College, Southern Adventist University, Southern College of Optometry, Tennessee State University, Tennessee Wesleyan College, and The University of Tennessee.