



From The Top

FALL WORKSHOP
October 9, 2007
9:00 a.m. – 2:45 p.m. (est)



University of Tennessee at Chattanooga
University Center
642 E. Fifth St.
Chattanooga, Tennessee

Conference will be held in the Signal Mountain
Room
University Center, Room 312

Event registration is \$25 (includes lunch)



Message From the President

On behalf of the entire Tennessee College and University Professional Association for Human Resources (TN CUPA-HR) chapter, welcome!

While still being a fairly “new” chapter, we have already had a lot of fun, welcomed many new folks and learned a lot. Plans are already being made for future conferences and workshops, which will be held in all parts of the state and will include a host of opportunities for networking, education and entertainment. As a part of the National CUPA-HR, we also have access to many opportunities to meet and work with other HR professionals on a national level.



I truly look forward to serving as President of TN CUPA-HR - it is an exciting and growing chapter. I personally would like to invite you and your colleagues to join us anytime for any function – trust me, you won’t regret it.

Please do not hesitate to contact me if you have any questions, comments or concerns at dan.trentham@tennessee.edu .

Sincerely,

Dan Trentham
President

TN CUPA-HR Chapter Officers

Dan Trentham, President
Director, Retirement Services
The University of Tennessee

Ann McElrath, President-Elect
Director of Human Resources
Lee University

Sandra Keith, Secretary
Director of EO/AA
Tennessee State University

Rosalynn Martin, Treasurer
Director of Human Resources
Crichton College

Tennessee CUPA-HR

**Fall Workshop
October 9, 2007
Chattanooga, Tennessee**



REGISTRATION FORM (Please Use One Form For Each Participant)

_____ Nickname for Badge
Full Name

_____ Title

_____ Institution/Company

_____ Address

_____ Telephone
City State Zip Code

_____ Fax
Email

Registration Fee: \$25.00/per person - Includes lunch and all materials

Please indicate your interest in the following *concurrent* sessions (*choose three*):

- _____ 1A Coordination of Worker’s Comp and FMLA or _____ 1B Developing a Wellness Plan
- _____ 2A Tips for surviving a Banner implementation or _____ 2B Final 403(b) Regulations: it’s implications and next steps
- _____ 3A Developing a Training Program on a tight budget or _____ 3B The Roth 403(b)

Registration begins at 9:00 a.m. and the Workshops are from 9:30 a.m. until 2:45 p.m. (*all times Eastern*). The workshop will be held at the University of Tennessee, University Center; 642 E. Fifth St.; Chattanooga, Tennessee.

Registration Deadline September 27, 2007.

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
Phone: 865-974-4341
Fax: 865-974-3559
dan.trentham@tennessee.edu

Fall 2007 Workshop Continued:

Directions

I-24 West to 27 North (Downtown Chattanooga). Exit at 4th Street (Exit 1C). Take 4th Street to Mabel. Turn right onto Mabel Street (Arena is on the right). As you come around the curve (short distance), parking garage is on the left and University Center is just past on the right. (There is a \$4.00 parking fee).

Link to several maps of campus with buildings and Google map:

<http://www.utc.edu/Administration/ParkingServices/campusMaps.php>

Hotel Information

Chattanooga Choo-Choo

1400 Market Street

(423) 266-5000

State rate: \$81/ night; free parking

Courtyard (next to the Aquarium)

200 Chestnut Street

(423) 755-0871

State rate: \$85/night; \$7/day parking

Staybridge Suites (next to the Convention Center)

1300 Carter Street

(423) 267-0900

State rate: \$81/night; free parking

CUPA-HR Links

CUPA-HR National Website

www.cupahr.org

CUPA-HR Southern Region

<http://www.cupahrregions.org/southern/>

TN CUPA-HR

www.etsu.edu/humanres/cupahr

To Submit News

Send news items to Diana McClay, Associate Director, Office of Human Resources, East Tennessee State University, at mccclayd@etsu.edu. The newsletter is published quarterly. Digital photos are encouraged to go with news items. If you have a submission for "It Works for ..." please submit that with a photo.

Coming Events

September 24, 2007 – The Executive Committee of TN CUPA-HR will meet at 3 p.m. in the CUPA-HR headquarters in Tyson Place on Kingston Pike in Knoxville. To learn more about the Tennessee Chapter, visit the website at:

www.etsu.edu/humanres/cupahr.

October 9, 2007 - Mark your calendars to attend the TN CUPA-HR Fall Conference in Chattanooga. Your registration form is attached.

October 26, 2007 - The Executive Committee of TN CUPA-HR will meet at 3 p.m. in the CUPA-HR headquarters in Tyson Place on Kingston Pike in Knoxville. To learn more about the Tennessee Chapter, visit the website at:

www.etsu.edu/humanres/cupahr.

November 8-10, 2007 – Mark your calendars to attend the CUPA-HR National Conference in Baltimore, MD. For details on the conference visit:

<http://www.cupahr.org/conference2007/index.asp>

November 26, 2007 - Executive Committee Meeting, Knoxville.

December 17, 2007 - Executive Committee Meeting, Knoxville.

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 or contact the Tennessee Chapter Membership Chair and West Tennessee Representative—Russell Epperson, Freed-Hardemann, repperson@fhu.edu, or East Tennessee Representative—Libby Whitaker, Lincoln Memorial, libby.whitaker@lmunet.edu. They would be happy to answer any questions regarding CUPA-HR. A membership form is attached for your convenience.

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 Amanda Vance and Matt Murray, Human Resource Assistant, Senior, Office of Human Resources, East Tennessee State University.

**College and University
Professional Association
for Human Resources
Tennessee Chapter**



APPLICATION FOR MEMBERSHIP

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

Membership Period July 1, 2007 – June 30, 2008

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):

Institutional Budget in Millions	Yearly Dues
_____ 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; Email: dantrentham@tennessee.edu.