

HR Partner Highlights

December 4, 2019

Upcoming Training: Register on the MyTrack Learning and Development module

Title IX –Supervisor Essentials, Wednesday, December 11, 2PM-4PM

PeaceHealth North Building, HR Training Room 478

Campus Security Authority Training, Thurs., Dec 12, 3PM-4:30PM or Friday, December 20, 1PM-2:30PM

PeaceHealth North Building, HR Training Room 478

Grievances, Discipline and Unions-Supervisor Essentials, Wednesday, January 8, 9AM-11AM

PeaceHealth North Building, HR Training Room 478

Declare Your Wellness, Tuesday, January 14, 2PM-3:30PM

Miller Room 107, Erb Memorial Union

HR Orientation for HR Partners, Thursday, January 23, 9AM-11AM

PeaceHealth North Building, HR Training Room 478

Meeting Agenda

HR Updates

Mark Schmelz, Associate Vice President and Chief Human Resource Officer

- We are working on the transition plan for Darsi Heroy, Associate Vice President/Chief Civil Rights Officer and Title IX Coordinator who will leaving the university at the end of the year. This position posting can be reviewed on the Careers website. The university has contracted with a search firm to identify potential candidates and who may be interested in this position please encourage them to apply.
- In January, we will be discussing the HR Community of Practice, mission, vision and HR competencies.
- HR Staffing updates:
 - New Role in University HR:
 - Emily Cambra has moved to an on-going HR Specialist position in the HR Service Center.
 - Current Searches:
 - Learning and Development Manager
 - Compensation Analyst (2 positions)
 - Affirmative Action/ADA Specialist
 - HR Transitions:
 - Annie Herz, Associate Director, Employee and Labor Relations
 - Tiffany Ray, HR Compliance and Training Officer

Pregnancy Accommodation-HB 2341

Kaia Rogers, Senior Director, HR Programs, Services and Strategic Initiatives

- HB 2341 provides protections and accommodations for pregnancy, childbirth or a related medical condition, including lactation. Employers may not discriminate, retaliate or fail to make accommodations to job applicants or employees requesting accommodations.
- HB 2341 is effective January 1, 2020.

Pregnancy Accommodation-HB 2341 (continued)

- The following notices are required for new and current employees:
 - [Workplace Accommodations Notice](#) must be posted in departments with the other required workplace notices by January 1, 2020.
 - Notice to new employees is required upon hire.
 - Notice to existing employees is required by the end of June 2020.
 - Notice to employees who notify supervisor/HR of pregnancy is required within 10 calendar days of notification.
- University HR is finalizing a distribution plan for each notice
 - For now, please print out the new Workplace Accommodations Notice and post it in your department with your other required workplace notices by January 1, 2020.
 - We will be asking HR Partners to assist us in communicating with department supervisors about this new requirement, especially the requirement to provide notice to employees within 10 calendar days of notification to supervisor/HR.

Reminder: Fair Standards Labor Act (FLSA)

Stephanie Neuhart, Director, Classification and Compensation

- **FLSA overtime rule determines whether employees are exempt or eligible for overtime pay.**
 - Effective January 1, 2020 the minimum exempt salary threshold increases to: From \$23,660 annually to \$35,568 annually
 - From \$455 per week to \$684 per week
 - Any employee not earning this amount is now eligible for overtime and must continue to meet the duties test.
- **FLSA Change**
 - HR has list of impacted employees and has engaged with division and unit leadership to discuss options for achieving compliance.
 - Options include:
 - Possible salary or FTE adjustments to meet or exceed the FLSA threshold
 - Employees in positions that are changed, from exempt to non-exempt, under the new ruling will be required to report time worked on an hourly basis and receive overtime pay for each hour worked over 40 in a workweek.
 - HR is working with division and unit leadership to determine the best option for the unit. Employees and supervisors will be notified on how to proceed.
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 - HR is working with division and unit leadership to determine the best option for the unit. Employees and supervisors will be notified on how to proceed.
 - If your department has current recruitments pending that may be affected (for example, lower FTE or positions with a hiring range beginning under the new threshold), keep in mind that the salary threshold will need to be addressed prior to hire in one of the ways described above. Please reach out to your assigned recruiter if you have questions or concerns.

Talent Acquisition Updates

Nancy Nieraeth, Director, Talent Acquisition

- The assigned recruiter (“buddy”) program is being reorganized to include new recruiters in Talent Acquisition. You will be notified if there is a change to your department’s buddy.
- Effective December 1, the temporary employment program requests, reviews, and approvals will be managed by the Talent Acquisition team.
 - Previously HR Partners worked with Lily Banks or other members in Classification and Compensation to submit requests for temporary employees.
 - Transitioning these to Talent will allow us to integrate these hires into the services provided by your recruiter “buddy” and brings us one step closer to having them be the first point of contact for all of your recruiting and hiring needs.
 - Requests to Hire (RTH) and other new hire documents can be sent to hrdocs@uoregon.edu or talent@uoregon.edu or via campus mail. Talent Acquisition will review all requests, notify units of approvals, and forward the necessary paperwork to Payroll.
 - A detailed overview of the process and requirements to hire temporary employees is available [here](#). For general questions about hiring temporary employees, or to request a consult on temporary employment solutions, please email us at talent@uoregon.edu.

HR Poll and Connections Activities

Sue Russell, Executive Assistant and Strategic Initiatives Coordinator

Jen Mirabile, Sr. HR Programs Coordinator

- Thanks to all of our HR Partners for participating in the HR Poll and Community Connections activities.

Our next HR Partner meeting is Wednesday, January 8, at 2:00 PM in the Gumwood Room, Erb Memorial Union.