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HR Partners Meeting

April 4, 2018

MyTrack Trainings

Offers Refresher

April 19, 11am-12pm

HR Training Room

Recruitment Module Training

April 26, 9am-12pm

HR Training Room

HR Orientation for New HR Partners

April 26, 1-2:30pm

HR Conference Room



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- **Legislative Updates**

Libby Batlan, Associate Vice President, State & Community Affairs

- **HR Staffing Updates**

Kaia Rogers, Director HR Programs & Services

- **HR Operations Updates**

Sonia Potter, Director, HR Operations

- **Courtesy Renewal Process**

Jen Mirabile, Sr. HR Programs Coordinator

- **OR CUPA-HR Conference & Talent Acquisition Updates**

Nancy Nieraeth, Director and team members

- **Fair Share Update**

Missy Matella, Senior Director, Employee & Labor Relations



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HR Openings

- 2 HR Project Managers
- Learning & Development Manager
- Office Specialist, HR Service Center
- Compensation and Classification



HR Programs & Services

AY 18/19 Courtesy Renewal Process

- May 2018 -Human Resources will send a Cognos report to those departments with active courtesy appointments (HR Operations courtesy web page is updated with new process).
- Departments will review their report for renewals and terminations.
- Departments will submit their renewal list to their Vice President or Dean's Office.
- Vice President or Dean's Office will approve department lists.
- Once renewal list is approved, departments can email or mail renewal notifications.



HR Programs & Services

Approved Courtesy Appointment Renewals:

- No action is required for those courtesy appointments with no end date.
- Submit an [Unpaid Appointment Form](#) for those courtesy appointments with an end date.

Courtesy Terminations:

- To terminate a courtesy appointment use the [Unpaid Appointment Termination Form](#)



Talent Acquisition



Employee and Labor Relations

HR Partners

Questions and Answers



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Next HR Partner Meeting

**May 2, 2018,
2:00 PM**

**Location: Crater Lake Room South
Erb Memorial Union**