

HR Partner Meeting Highlights

August 2, 2017

Meeting Agenda

- New HR Advisory Team, Nancy Resnick, AVP/CHRO
- Legislative Update, Bill Brady, Asst. VP, Employee and Labor Relations
- Banner 9 Upgrade, Sonia Potter, Director, HR Operations
- New Hire Set-Up Resources, Nancy Nieraeth, Director, Talent Acquisition
- I-9 Form Update, Ben Kane, Payroll Operations Manager

Featured Presentation: Employee Leaves

Speaker: Kenny Ly, Medical Leaves Coordinator

New HR Advisory Team, Nancy Resnick, AVP/CHRO

- Thank you to all of those individuals who volunteered to work with central HR on the new HR Advisory Team. We will have another update for you in September about the make-up of this group.
- Thank you to all of our HR Partners who participated in our July Year of Connection meeting. We had some great ideas and discussions at this meeting and we will share that information with HR Partners this fall.

Legislative Update, Bill Brady, Asst. VP, Employee and Labor Relations

- Beginning October 6, 2017 – it is unlawful to ask an applicant or existing employee for that person's pay history during the search process.
 - You can ask for their salary expectations for the position; not their salary history. If you have any questions please contact Talent Acquisition for assistance.
- Higher Education Coordinating Commission (HECC) is requiring the collection of voluntarily submitted sexual orientation data for employees on employment applications. HR will be meeting to discuss how we can update UO's employment application, the best way to collect and store this data, and to build a resource for applicants about why this data is being collected.

Banner 9 Upgrade, Sonia Potter, Director, HR Operations

- The University of Oregon has launched a project to upgrade our Banner software from version 8 to version 9, as you may know.

This major upgrade -- one of the biggest changes to Banner since the UO began using it in 1990 -- will involve a great deal of work, which Information Services and our partners across campus have already begun.

- Why are we doing this upgrade?

Ellucian, the company behind Banner, is requiring all of its client institutions to upgrade to Banner 9. Completing this required upgrade is one of the UO's IT Strategic Initiatives:

<https://provost.uoregon.edu/content/it-strategic-plan-investments>.

- What is different about Banner 9?

Most of the differences between Banner 8 and Banner 9 are in the user interface and in the specific steps you take to complete a task. Banner 9 offers:

- *Use of Duck ID to log in
- *New look and feel
- *New navigation tools
- *Improved accessibility
- *Compatibility with common browsers such as Chrome, Firefox, Safari, and Microsoft Edge

- To follow the progress of this project, please visit the project blog. We will provide high-level updates there every month or so:

<https://blogs.uoregon.edu/banner9/>

New Hire Set-Up Resources, Nancy Nieraeth, Director, Talent Acquisition

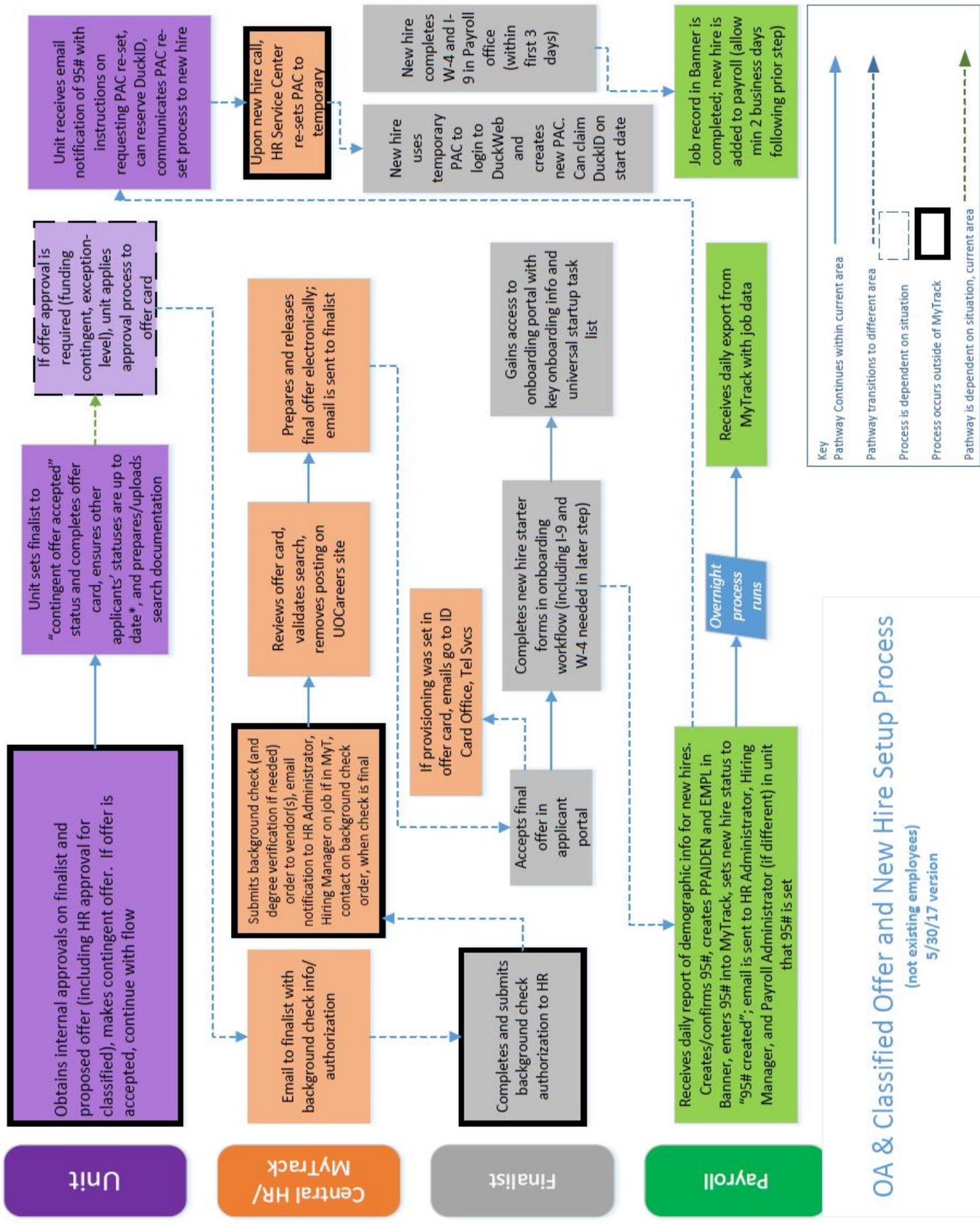
- This flow chart outlines the responsibilities of the dept. or unit, Talent Acquisition, the new employee and the Payroll Office in the OA and Classified new hire setup process. A copy of this flow chart can be found on the last page of these highlights or by selecting the link below:

<http://hr.uoregon.edu/new-hire-setup-process-oa-and-classified-positions.pdf>

I-9 Form Update, Ben Kane, Payroll Operations Manager

- New I-9 Released July 17, 2017
- Payroll Hire Packets have been updated.
- Old I-9 will no longer be acceptable after **September 17, 2017**

**Next HR Partner Meeting:
Wednesday, September 6th, 2:00 PM
Room: Crater Lake Room 145, Erb Memorial Union**



Key

- Pathway Continues within current area
- Pathway transitions to different area
- Process is dependent on situation
- Process occurs outside of MyTrack
- Pathway is dependent on situation, current area

OA & Classified Offer and New Hire Setup Process
 (not existing employees)
 5/30/17 version