

HR Partner Highlights
December 5, 2018

Training Announcements:

Register on the [MyTrack Learning Module](#) for the following training sessions:

MyTrack Recruitment Module Training

Thursday, December 6, 2018, 2PM-5PM, HR Training Room

New Employee Orientation,

Tuesday, December 11, 2018, 8:15AM-12:00PM, Ford Alumni Ballroom

MyTrack Advanced Applicant Management

Tuesday, December 11, 2018, 2:30PM-4:30PM, HR Training Room

Tips to Keep Your New Year's Resolutions

Tuesday, December 11, 2018, 12:00PM-1:00 PM, Fenton Hall Room 110

Introduction to Business Analysis and Techniques

Wed/Thurs. December 12 and 13, 2018, 8:30AM-4:30PM, HR Training Room

Information Session - 4J School Choice

Friday, December 14 12PM-1PM, HR Training Room

(For employees with children entering kindergarten or interested in transferring a child to another 4J school)

Upcoming Wellness Seminars in 2019:

Healthy Eating

College 101 for Employees with College Bound Students

Meeting Announcements

HR Staffing Update

Missy Matella, Senior Director, Employee and Labor Relations

Nancy Nieraeth, Director, Talent Acquisition

Sonia Potter, Director, HR Operations

Oregon Equal Pay Act

Missy Matella, Senior Director, Employee and Labor Relations

Nancy Nieraeth, Director, Talent Acquisition

OA Job Family Framework project

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

Workplace Harassment and Discrimination Prevention training

Tiffany Ray, HR Compliance and Training Officer

Banner 9 training

Catherine Bonomini-Smith, Senior HRIS Data Analyst

HR Staffing Update

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Nancy Nieraeth, Director, Talent Acquisition

Sonia Potter, Director, HR Operations

- New Hires:
 - Claire Pascual has accepted the Recruitment Specialist in Talent Acquisition.
 - Melissa Koval has accepted the HRIS Data Analyst position in HR Operations.
- Searches in process:
 - Senior Employee & Labor Relations Coordinator and Manager – ELR
 - Senior Affirmative Action Specialist – ELR
 - Chief Human Resource Officer
- Future
 - Director, Classification and Compensation
 - Additional temporary positions in HR Operations and Talent
 - ELR Operations Manager

Oregon Equal Pay Act

Missy Matella, Senior Director, Employee and Labor Relations

Nancy Nieraeth, Director, Talent Acquisition

- BOLI has provided additional guidance and we are working on further clarification.
- No action to be taken by Departments at this time.
- Communication plans outlining next steps are being developed.
- Please remember to post the required [Oregon Equal Pay Act](#) poster in your department.

OA Job Family Framework project

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

- OA Job Family Framework project was formerly known as the OA Career Path Structure project.
- We now have a signed contract with our consultant, Sibson Consulting.
- We are working on assembling an Advisory and Steering Committee.
- The [OA Job Family Framework project](#) website is now available for your review.

Workplace Harassment and Discrimination Prevention training

Tiffany Ray, HR Compliance and Training Officer

- Final changes to the Workplace Harassment and Discrimination Prevention training have been submitted to United Educators.
- We anticipate this training will be available to all employees by mid-January.
- Once the training is rolled out, all new employees will be required to complete the training within 90 days from their date of hire.
- Current employees will also be expected to complete the training, but we are still working on those details.
- Information will be sent to HR Partners, supervisors and employees when this required training becomes available.

Banner 9 training

Catherine Bonomini-Smith, Senior HRIS Data Analyst

- All the Banner 8 HR forms are being converted to the Banner 9 application during the month of December.
- Thank you to our HR Partners who performed user testing for the PWAAPPT page.
- We will announce when PWAAPPT will be available in Banner 9, once all the changes are completed.
- PWAAPPT Banner 9 training opportunities coming soon.

HR Partner Network Then and Now:

- 2015 inaugural HR Partner meeting.
- 2015 HR Partner meetings include 20 minute HR training component.
- 2016 created HR Partner Directory - available on website.
- 2016 created resources for new HR Partners.
- 2016 offered an orientation program for new partners.
- 2017 HR Advisory Team formed.
- 2018 engaged HR Partners to lead August and December meetings.

What's Next for the HR Partner Network? To determine next steps for the HR Partner Network we're going to explore the following question by utilizing a Crowd Sourcing exercise:

If you had no limits or constraints, what **bold** idea do you have to **strengthen** our professional HR Partner network?

Crowd Sourcing Exercise –available on the [Liberating Structures website](#).

1. You'll have 5 minutes to write down your idea.
2. Then 5 minutes to network and pass the cards around. As you pass the cards, introduce yourself and share a fun fact about you! No need to look at the cards.
3. We will have 5 exchange and scoring rounds
 - Pair up and share idea on card
 - Score idea 1-5, 1 low, 5 high
4. Add up all 5 scores.
5. Report out top scoring ideas.

Action Steps for 2019

- Report out all ideas to HR Partners in the December highlights.
- Provide HR Leadership with December report for possible future action.
- We will update HR Partners Network as we make progress.

Thanks to the following HR Partners who developed December's meeting program:

Anna Duncan, Dean's Office, College of Arts & Sciences
Kenny Ly, Benefits Office, Human Resources
Jill O'Dea, Learning and Development, Human Resources
Tonya Perkins, Dean's Office, School of Law
Sue Russell, Human Resources

The next HR Partner meeting is scheduled for Wednesday, January 9, 2019, at 2:00 PM, in the Gumwood Room 245, Erb Memorial Union.