

## **HR Partner Meeting Highlights - December 6, 2017**

- Year of Connection—Kaia Rogers, Acting Chief HR Officer
- Employee & Labor Relations Updates —Missy Matella, Interim Director
- 2018 Salary Increase Reminders —Sonia Potter, Director, HR Ops.
- Talent Acquisition Updates —Nancy Nieraeth, Director
- 2018 HR Partner Topics — Jen Mirabile, Sr. HR Programs Coordinator
- TEDTalk — Margaret Heffernan— Why It's Time to Forget the Pecking Order at Work

### **Year of Connection—Kaia Rogers, Acting Chief HR Officer**

In 2016 we had our year of transformation and during this past year, our year of connection, we outlined the four strategic initiatives for Human Resources:

1. Build on systems and processes implemented by central HR to maximize efficiencies and deliver thoughtful strategic outcomes.
2. Provide support and training for employment processes and practices.
3. Engage HR Partner to strengthen and support HR functions within UO's distributed HR model.
4. Reinforce and augment HR's partnership with UO leadership in the implementation of strategic initiatives.

I'd like to share just a few highlights of our accomplishments from this past year:

- There was a tremendous effort over many months to complete the OA suite of policies, which included OA Council, HR Partners, HR, and University leadership. This collaborative work continues as we evaluate the policies.
- We created an HR advisory team which has met three or four times and provided very meaningful feedback.
- We've offered new and enhanced trainings on MyTrack Recruitment and Learning modules, as well as supervisor and performance management training.
- We gathered feedback from HR Partners and stakeholders about things such as our salary increase process, onboarding resources, and the university's advertising needs.
- We created web resources for Gender Identity, Expression and Transition in the workplace which provides information to become informed, become an advocate, or utilize UO or community resources.
- Thank you to all of our HR Partners! We couldn't have accomplished so much without all of your contributions, collaboration and support. It's a two way connection and we appreciate and thank you for all of your hard work. We look forward to working together to further the university's goals and vision in 2018.

## **Employee & Labor Relations Updates –Missy Matella, Interim Director**

I also want to highlight the success of the Employee and Labor Relations Office over the last year:

- As Kaia mentioned, we implemented the OA suite of policies, thanks to the work of OA Council, HR Partners, HR, and University leadership. Special thanks to Annie Bentz for all of her work.
- ELR successfully negotiated a 2 year continuation of the faculty collective bargaining agreement. We have a very good relationship with United Academics and hope to continue this in the future.
- ELR will bargain in October 2018 with SEIU; Chris Meade will work with the negotiations team.
- Negotiations with the GTFF will also start in October 2018 and Peter Ferris will be working with the negotiation team. We have a good relationship with the GTFF and hope to continue and strengthen it in the future.
- The Police Department will be ratifying a new police collective bargaining agreement and when we have this information available we will post it on our website.
- We hope to offer more resources this year regarding grievances, focused on preventing problems before they start. We also plan to offer additional supervisor training.

## **2018 Salary Increase Reminders –Sonia Potter, Director, HR Ops.**

Here are some reminders for you about the final portion of the salary increase process:

- The VP's review and approval will take place December 4-10.
- HR review and notifications are due to units December 11-17.
- Units will notify employees once their salary increase proposals are approved. Notifications should take place December 18-20.
- Payroll starts loading increases into Banner starting December 21st.
- HR will apply the across the board (ATB) to eligible pro tempore, visiting and retired faculty.

## **Talent Acquisition Updates –Nancy Nieraeth, Director**

- MyTrack Training and Support Update
  - We are noticing that less time is needed for our regular MyTrack training sessions.
  - In January, we will be announcing scheduled time throughout the week for telephone calls to work with our staff.

### **Talent Acquisition Updates –Nancy Nieraeth, Director (continued)**

- Academic Affairs has posted the presentation about the new term sheet process for hiring tenure track faculty on their website. Talent Acquisition will now complete the tenure track offers once the contingent offer information is forwarded to our office. For searches where candidates applied and were reviewed through Academic Jobs Online or Math Jobs, Talent Acquisition will notify departments about how to submit candidate materials for these hires.
- We have finalized the background check requirement with Academic Affairs. ALL faculty finalists are required to be notified of this requirement

### **Background Check Updates-Ryan McBride, Senior HR Generalist**

- As Nancy mentioned, all faculty are now required to complete background checks. Information about how to notify and request background checks are on our website.
- New Background check vendor coming in 2018. This is great news, because although it won't change the department process, it will greatly reduce data entry in HR and the background check information will roll into our MyTrack recruitment module.

### **2018 HR Partner Topics – Jen Mirabile, Sr. HR Programs Coordinator**

Here's what we have planned for our 2018 HR Partner training sessions:

- Student employee recruitment and hiring
- Graduate Employee Hiring process
- Onboarding resources and best practices
- Government Relations and legislative update
- Performance Management
- Protecting Minors on Campus
- Utilizing MyTrack Learning and Development module -employees and supervisors

Please write down other ideas you may have regarding training or send me an email to let me know what topics would be helpful to learn about in 2018.

**Year of Connection -View the following TEDTalk:**

[Why It's Time to Forget the Pecking Order at Work by Margaret Heffernan](#)

After viewing the Margaret Heffernan TEDTalk, please review and discuss the following questions at your table:

1. What does Margaret mean when she says “we should stop trying to be super chickens?”
2. Do you have enough social capital in your department to have honest conversations? If not, how can you strengthen your social capital?
3. Were you able to move a project forward this year with your connections?
4. Have you been able to think courageously within your department alone or with your connections this year?

**Our next HR Partners Meeting is scheduled for:**

**Wednesday, January 10th**

2:00 PM

Crater Lake Room South