

One Community. Big Ideas.

HR Partners Meeting February 6, 2019



MyTrack Engagement. Experience. Excellence.

Register on the MyTrack Learning Module

<p>Crucial Conversations Series February 7, 14, 21 and 28</p> <p>Influencer Tuesday, February 19 1:00PM – 5:00 PM</p> <p>Exploring a Supervisor's Role In Preventing Discrimination and Harassment Wednesday, February 20 9:00AM – 10:30AM</p> <p>Leadership in Student Supervision Wednesday, February 27 9:00AM – 12:00 Noon</p> <p>Student Employee Enhancement Summit March 14, 2019</p>	<p>Oregon CUPA HR 2019 Spring Conference Thursday, March 7 & Friday, March 8 Mt. Hood Oregon Resort</p> <p>Wellness Seminars for Faculty & Staff Healthy Eating Series:</p> <p>Debunking Dieting Myths Tuesday, February 12 12:00PM-1:00PM</p> <p>Preparing Your College Bound Student Series:</p> <p>How to Help Your Young Adult Transition to College Friday, February 15 12:00PM – 1:00PM</p>
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HR webinar resources:
www.cupahr.org/events/webinars/
<http://www.cascadecenter.com/HR-Webinars>

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AGENDA

- HR Staffing updates**
Kaia Rogers, Senior Director, HR Programs, Services, and Strategic Initiatives
- HR Lunch Hour Conversations**
Annie Herz, Associate Director, Employee and Labor Relations
- Workplace Harassment and Discrimination Prevention Training**
Tiffany Ray, HR Compliance and Training Officer
- Talent Acquisition and Oregon Equal Pay Act updates**
Nancy Nieraeth, Director, Talent Acquisition
Jenna Rakes, Associate Director
Diana Sobczynski, Senior Compensation Analyst
- Student Sexual and Gender Based Harassment and Violence
Complaint and Response Policy and the Student Conduct Code**
Jeslyn Everitt, Assistant General Counsel
Katy Larkin, Director, Student Conduct and Community Standards

HR Staffing Updates

Active searches:

- Chief HR Officer
- Director of Classification and Compensation
- Sr. Affirmative Action Specialist
- ELR Operations Manager
- Interim Talent Acquisition positions




HR Staffing Updates

Recent hires:

- Chris Meade, Associate Director of Employee and Labor Relations
- 2 Interim Operations Specialists
- 1 interim HR Project Manager

Promotions:

- Catherine Bonomini-Smith, Associate Director of HR Operations
- Peter Fehrs, Associate Director of Employee and Labor Relations
- Annie Herz, Associate Director of Employee and Labor Relations
- Cindi Peterson, Associate Director of Benefits
- Jenna Rakes, Associate Director for University Talent Acquisition




HR Lunch Hour Conversations 2019
with Annie Herz & Chris Meade

Potential Topics


- Navigating sick time
- Addressing conflict on your team
- Partial day absence guidance
- Setting up OA performance evaluations with rating consistency in mind
- Leave without pay
- Weingarten rights: Ensuring proper consideration

Other topics of interest?
Email Annie at annhb@uoregon.edu





Workplace Harassment and Discrimination Prevention Training

- More than 1,000 employees have completed the training.
- We will be providing reports to Vice Presidents, Chiefs of Staff, Deans, and Associate Deans with HR responsibilities beginning this month.



Workplace Harassment and Discrimination Prevention Training

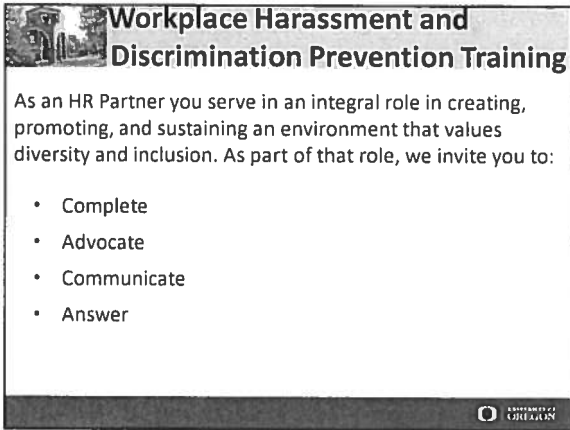



Workplace Harassment and Discrimination Prevention Training

- If any of your staff experience an issue where the training does not want to progress:
 1. Pin Chrome to the task bar
 2. Restart the training
 3. After clicking on the link, go to the taskbar and click the thumbnail image

Please contact me if your staff has any technical questions: tray@uoregon.edu




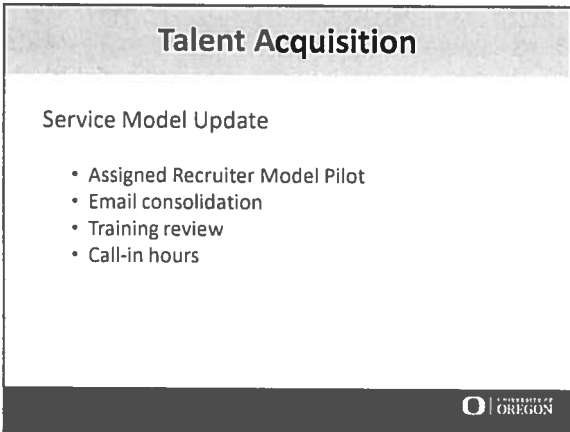


Workplace Harassment and Discrimination Prevention Training

As an HR Partner you serve in an integral role in creating, promoting, and sustaining an environment that values diversity and inclusion. As part of that role, we invite you to:

- Complete
- Advocate
- Communicate
- Answer




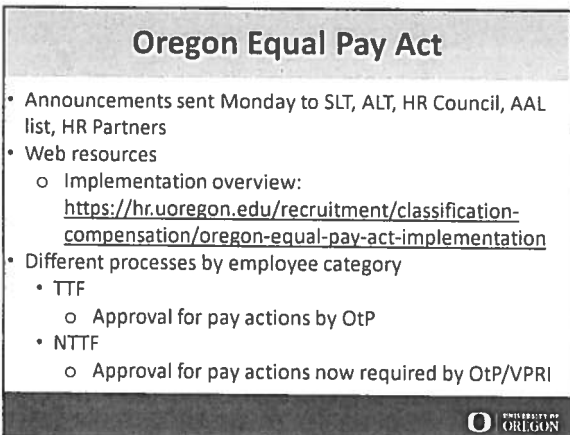


Talent Acquisition

Service Model Update


- Assigned Recruiter Model Pilot
- Email consolidation
- Training review
- Call-in hours





Oregon Equal Pay Act

- Announcements sent Monday to SLT, ALT, HR Council, AAL list, HR Partners
- Web resources
 - Implementation overview: <https://hr.uoregon.edu/recruitment/classification-compensation/oregon-equal-pay-act-implementation>
- Different processes by employee category
 - TTF
 - Approval for pay actions by OtP
 - NTTF
 - Approval for pay actions now required by OtP/VPRI



Oregon Equal Pay Act

OA

- Approval for pay actions depends on type of pay action (new Summary of OA Position and Pay Actions), whether job is common or non-common, whether proposed pay appears to create an OEPA concern
- New at PD stage: establish hiring range for new hires
- Additional review/approval where VP was previously final approver
 - No more % thresholds

Oregon Equal Pay Act


OA continued

- Expansions of duties, retention offers, offering outside of hiring range: could go to VPFA advisory panel
 - May include analysis of "bona fide factors" involving employees in similar positions
- Priorities

Oregon Equal Pay Act

Classified

- Approval for pay actions remains largely the same
- When proposing offer amounts, additional review may be required on proposed step




Oregon Equal Pay Act


Next Steps

What you can do:


- Communicate
- Have patience
- If urgent situation, reach out



Student Conduct Philosophy



The Student Conduct Code




- ▶ Not Just for Undergrads
- ▶ Expectations for Behavior
- ▶ Jurisdiction
- ▶ Student Rights
- ▶ The Conduct Process

The Conduct Process

- ▶ Investigation (big "I" or small "i")
- ▶ Notice and communications to Official UO Email
- ▶ Student is responsible for scheduling a meeting to respond
- ▶ Meet with a student conduct administrator (if no response, we'll make a decision "in default" or continue with non-participating)
- ▶ If responsible, we'll send a letter with sanction requirements
- ▶ If not responsible, we'll send a letter confirming the finding
- ▶ Appeal – if eligible

Proposed Changes in Federal Rules



- ▶ More flexibility with informal and alternative resolutions
- ▶ "Actual knowledge" standard
- ▶ Eliminates 60 day standard
- ▶ Allows for criminal delay

- ▶ Requirement of live hearing and direct cross examination
- ▶ Adjudicators trained in determining relevancy on the spot
- ▶ Narrow definition of sexual harassment
- ▶ Lack of clarity with employee application

Employee Reporting Obligations

All University Employees Must Report	All University Employees Must Report	Campus Security Authorities (CSAs) Must Report
Credible information of ALL TYPES of prohibited discrimination and harassment *DACEIT gender-related (ITJ) disclosures from students	Reasonable belief that child abuse or neglect (of person under 18 years old) has occurred or may be occurring.	De-identified information about crimes occurring on campus or on campus controlled properties including hate crimes, rape, stalking & domestic violence and stalking.
Report to Office of Investigations and Civil Rights Compliance (OICRC)	Report to local law enforcement, UOPD or to the Department of Health and Human Services	Report to the Clery Coordinator of UO who is housed in UOPD
Federal/University Obligation	State Obligation	Federal/University Obligation

Exception: Student gender related disclosures -Reporting Obligations (Title)

- Designated Reporter
(Responsible Employee)
- Student-Directed Reporter
(Cannot Redress Prohibited Conduct)
- Confidential Reporter
(May Limit University's Ability to Respond)

Exception to the Exception: Do you supervise student employees?


- Are you a supervisor within the policy meaning?
- Is it a student you directly supervise? (harmed or causing harm)
- Is it workplace harassment?

▶ If yes to all three, then you must share that information with your supervisor, and OICRC.

One Big Caveat.....

▶ All Employees who directly witness any type of discrimination and harassment in the workplace are required to report.

Reporting Concerns



Student/Staff of Concern
- dos.uoregon.edu

Sexual Misconduct -
filleix.uoregon.edu

Conduct Violation -
conduct.uoregon.edu

Discrimination/Harassment Policy violation -
investigations.uoregon.edu

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Next HR Partner Meeting
Wednesday, March 6th
2:00 PM

Location: Crater Lake Room North

