



One Community. Big Ideas.

HR Partners Meeting

January 9, 2019

Excel Formulas – Advanced

Tuesday, January 22nd

1:00PM-4:00PM

HR Training Room

Orientation for New HR Partners

Thursday, January 24th

1:00PM-3:00PM

HR Conference Room

CUPA-HR Quarterly Washington Update

Thursday, January 24 | 9AM-10AM PST

www.cupahr.org/events/webinars/

Intro. to Business Analysis and Techniques

Tues., January 29th and Wed., January 30th

8:30AM-4:30AM

HR Training Room

New Employee Orientation

Tuesday, February 5th

8:15AM-12:00PM

Ford Alumni Ballroom

Wellness Seminars for Faculty & Staff

Healthy Eating Series:

Tips from UO's Senior Sports Dietician

Tuesday, January 15th

12:00PM-1:00PM

McKenzie Hall Rm 129

Preparing Your College

Bound Student Series:

Financial Aid 101

Thursday, January 17th

12:00PM-1:00PM

HR Training Room

College Admissions 101

Thursday, January 31st

12:00PM-1:00PM

HR Training Room



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AGENDA

- **HR Partner Survey**

Jen Mirabile, Sr. Programs Coordinator

- **MyTrack Update**

Haley Ruddell, HR Systems Analyst

- **Talent Acquisition Updates**

Nancy Nieraeth, Director, Talent Acquisition

- **Oregon Equal Pay Act**

Missy Matella, Senior Director, Employee and Labor Relations

- **OA Job Family Framework**

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

- **Faculty Across The Board salary increases**

Catherine Bonomini-Smith, Senior HRIS Data Analyst

- **Workplace Harassment and Discrimination Prevention Training**

Tiffany Ray, HR Compliance and Training Officer

HR Partner Survey

- *December HR Partner Meeting
Ideas to Strengthen HR Partner Network Report*
- *Explore Reverse HR Partner meetings*
- *Survey to identify HR Partner best practices/processes to share*

MyTrack Update

- Design Interface Changes
 - Position Descriptions
 - Job Requisitions

Reminder: Functions Change

- Some menu items have moved
- Tabs are gone and replaced with links indicating what you are reviewing.

MyTrack Update

“Old” position description

[Copy position description](#) | [Recruit for position](#)

The screenshot shows a grey header bar with the title "(PD-2185) Radiologic Technologist" on the left and three icons (Print, History, Revision history) on the right. Below the header is a navigation bar with three tabs: "Position info" (highlighted in blue), "Notes", and "Documents". The main content area is a dark green bar with the text "POSITION DESCRIPTION INFORMATION".

“New” position description

The screenshot shows a blue header bar with the title "(PD-2185) Radiologic Technologist" on the left and three icons (Recruit for position, Print, Actions) on the right. Below the header is a navigation bar with three tabs: "Position info" (highlighted in white), "Notes", and "Documents". The main content area is a dark green bar with the text "POSITION DESCRIPTION INFORMATION". Below this is a grey bar with the text "To edit an approved position description - click 'Restart Approvals' at the bottom of this page in the approval process section".

MyTrack Update

“Old” job requisition

[View applications](#)

(523243) Mental Health Professional Print History Revision history

Position info Notes Documents Reports

JOB REQUISITION INFORMATION

“New” job requisition

(523243) Mental Health Professional View applications Print Actions

Position info Notes Documents Reports

JOB REQUISITION INFORMATION



Talent Acquisition Update

- Refreshed Service Model Preview
 - Evaluated current customer service offerings
 - Coming next month
- Register Guard status and advertising survey



Talent Acquisition Update

- Implementation Advisory/Working Group update
- Delegated Recruitment Partner Pilot launch

Oregon Equal Pay Act

OA Job Family Framework Project

- Broad communications were sent in December to announce the project
- Sibson Consulting engaged to assist with the project
- Advisory Committee will be formed to provide feedback and guidance
- Work will be done in conjunction with work related to Oregon Equal Pay Act

Faculty Across The Board salary increases

- TTF (1.25%) and Career (2.0%) across the board (ATB) increases effective January 1, 2019 will be sent to and processed by payroll on January 17th
- No individual ATB notification letters to be sent to faculty
- TTF Equity review is still in process. When complete, HR will work with payroll to process the equity increases and any additional ATB, retroactive to and effective January 1, 2019.

Workplace Harassment and Discrimination Prevention Training

Who is required to complete the training?

- Faculty,
- Officers of Administration,
- Graduate Employees, and
- Classified Staff.

Temporary employees and student employees are encouraged to complete the training.

Workplace Harassment and Discrimination Prevention Training

What is the completion timeframe?

- New Employees: Within the first 90 days of employment
- Current Employees: By June 30, 2019

All employees will be required to complete the training every two years.*

Workplace Harassment and Discrimination Prevention Training

How do I access the training?

Workplace Harassment and Discrimination Prevention Training

Will Reports be Provided?

Monthly reports will be provided to Vice Presidents, Deans, Chiefs of Staff, and Associate Deans with HR Responsibilities.

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

Workplace Harassment and Discrimination Prevention Training

If you have questions please contact:

Tiffany Ray, HR Compliance and Training Officer

Tel. 6-2325

Email. tray@uoregon.edu

HR Partners Network

Questions and Answers



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Next HR Partner Meeting

Wednesday, February 6th

2:00 PM

**Location: Crater Lake Room
North**