

One Community. Big Ideas.

HR Partners Meeting

July 11, 2018




MyTrack Engagement. Experience. Excellence.

MyTrack Trainings

<p>Recruitment & Hiring: Offer and Onboarding: What Happens Next? Wednesday, July 18th, 9am-12pm</p> <p>Recruitment & Hiring: Creating Effective Position Descriptions Friday, July 20th, 9am-12pm</p> <p>Recruitment & Hiring: Recruiting for Success Wednesday, July 25th, 9am-12pm</p>	<p>Orientation for New HR Partners Monday, July 16th, 1pm-3pm HR Conference Room</p> <p>Moving Towards an Inclusive Workplace at the UO Wednesday, July 18, 12-1pm Crater Lake Rooms North & South</p>
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Register on the MyTrack Learning Module



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AGENDA

- **Records Retention**
Presenter: Mahnaz Ghaznavi, Records Manager, Public Records
- **HR Staffing**
Kaia Rogers, Sr. Director, HR Programs & Services and Strategic Initiatives
- **HR Operations**
Sonia Potter, Director, HR Operations
- **Talent Acquisition**
Nancy Nieraeth, Director, Talent Acquisitions
- **Employee & Labor Relations**
Missy Matella, Sr. Director, Employee and Labor Relations
- **Skype for Business**
Jared Haddock, Associate Director, HR Information Services

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HR Staffing Updates

- **Darsi Neff** is an HR Project Manager. This interim position will assist with a variety of new and existing HR projects.
- **Dan Currier** is an HR Project Manager. This interim position will assist with a variety of new and existing ELR projects.
- **Nicole Cartelli** is an HR Generalist for Recruiting. This interim position will assist with class/comp support and recruitment functions.
- **Jill O'Dea** has accepted the position as our new HR Learning and Development Manager.


 **HR Operations**


Performance Appraisals

- *Working on a new way to report completions*

Fall Term/Semester appointments


- *If you have not submitted these appointments, please get them in as soon as possible.*




 **Talent Acquisition**

Staffing Updates

- Open searches: Classification and Compensation Analyst, HR Generalist for Recruiting
- Welcome to Nicole Cartelli
- Diana Sobczynski selected to CUPA-HR's Emerging Leaders cohort







Talent Acquisition

Web Page Updates

- Temporary employment
- Veterans preference
- TTF hiring process







Talent Acquisition

Projects and Workgroups


- Pro tem hiring process
- OA Compensation Band Structure update proposal





Employee and Labor Relations

ELR Updates



S Skype for Business

- To install Skype for Business:
 - macOS/Windows: office.uoregon.edu
 - iPad/iPhone: iOS App Store
 - Android: Google Play Store
- To get help:
 - UO Service Portal
 - Request help [here](#)
 - See our documentation [here](#)



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Questions and Answers

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Next HR Partner Meeting
Wednesday, August 1, 2018,
2:00 PM

Location: Living Learning Center South
& Performance Hall

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