

**CAS Finance and Operations Meeting  
November 14, 2018**

**MyTrack Learning Module demo**

Presented by guests from UO Human Resources:

- Jill O'Dea, Learning and Development Manager
- Ashley Malan, Learning and Development Analyst
- Haley Ruddell, HR Systems Analyst.

See attached handout/webpage printout for instructions. Supervisors can create and edit learning plans for their employees. A learning plan consists of activities in the MyTrack learning library (scheduled trainings, etc.). Employees and supervisors can also create their private activities to log in MyTrack as well, such as conferences or web training resources.

If you would like to suggest an activity to someone you do not supervise (faculty, etc.), use the "share" button on the activity, or email the person the URL.

Calendar view shows trainings/activities available by date.

We discussed the possibility of a report to show activities completed by employee home org.

If you have feedback or questions on today's presentation or on the learning module, contact Jill or Ashley, or email [learning@uoregon.edu](mailto:learning@uoregon.edu).

**Announcements**

*Oregon Equal Pay Act update*

The Oregon Equal Pay Act takes full effect on January 1, 2019. More information is coming as UO receives it from BOLI. For now, the takeaway message is not to make salary offers to faculty or OAs without running them through the Dean's Office (who will have to run them by OtP). (Separately, please continue to also run classified salary offers through Miriam Bolton via the classified offer request process.)

We discussed the implications of the new law for OA salaries and classifications. We don't know much yet, but the University has a working group for this, and a separate group working on OA classifications and career paths generally. If you have questions at this point, please reach out to Miriam or Sherri.

**Outstanding UO Employee Award**

Congratulations to Political Science manager Kristina Mollman on her award! The awards reception will be held November 29, 10:30 to noon, in the Ford Alumni Center Ballroom.

**Dual career liaison position**

Rhonda Smith is the new dual career liaison in the Office of the Provost. For more information on the UO's new approach to dual career support, visit <https://provost.uoregon.edu/dual-career-support>.

**Summer dividends/settle up**

The Dean's Office has pulled expenses from period 4, and will post settle up in early-mid December.

**OA merit recommendations**

Due November 16.

**CAS Task Force**

Membership of the task force that will analyze the structure of CAS will be announced soon. (This was announced on November 20; see the email "Provost Jayanth Banavar and President Michael Schill announce CAS task force members.")