

**CAS Managers' Meeting**  
**December 10, 2014**

**GTFF strike update (Miriam)**

A tentative agreement between the University and the GTFF was reached in the early hours of this morning. The University will not be docking pay for GTFs who went on strike. For more information, please see this morning's emails from the President and from Academic Affairs. Miriam asked the group to give her questions to ask central offices. Managers asked for more information on several items, including grading, proctoring exams, and compensation. If you have further questions regarding compensation for those who assisted during the strike or the spreadsheets that track this information, please send them to Miriam.

Miriam said that the Dean acknowledges the strike-related divisions that have occurred in some departments and wants to help the College heal.

**Summer 2015 timeline (Alicia)**

Alicia distributed the timeline for Summer 2015 scheduling, budgeting, and contracting (also attached to this email). She reiterated the information from Academic Affairs and the CAS guidelines to such information. If you are not familiar with this, please refer to Alicia's casbudmgr email of December 3<sup>rd</sup>, subject "CAS Summer Payroll Practices." This includes information crucial to summer budgeting and contracting.

Units need to email Alicia (aliciad) and Ian McNeely (imcneely) with their summer base rates as outlined in the AA/CAS memo attached to Alicia's 12/3 email. You don't yet need to have employee names.

**CAS working groups (Sherri)**

Each department manager will be included in a Dean's Office working group. Sherri, Anna, Alicia, and Ellen Coughran will each lead a group. Each group will have a different focus, with the goal of gathering department input and helping the Dean's Office to become more proactive and solutions-oriented rather than reactive. You will hear from your group leader in the next week to 10 days to coordinate schedules.

**Enterprise content management system update (Haley)**

Vendors will be on campus for sandbox testing beginning the week of January 19<sup>th</sup>. The three vendors coming will be Perceptive, Hyland, and Laserfiche. IT/IS staff campuswide will test the system back ends, and end users will test the front ends. If you are interested in being a tester, please contact Haley. End user testing will be done in sessions based on topic. Each session will last 2-3 hours. There are limited testing spots, so everyone who is interested may not be able to test.

## **Human Resources update (Laura Macdonald, HR and Aon Hewitt)**

Laura Macdonald from Aon Hewitt has been serving in a consultant and leadership role in HR since July. She gave us several updates on the HR reorganization and initiatives that are underway. See handout attached to this message.

### *CHRO search*

A team consisting of Sonia Potter, Greg Stripp, and Barbara Altmann, with help from an outside search firm, have conducted a round of interviews and narrowed the field to five candidates. These candidates will interview with Jamie Moffit after the holidays.

### *HR reorganization*

Laura showed us the new HR org chart that was announced in October.

(See <http://hr.uoregon.edu/about-us/org-chart>.) HR has taken on staff from other departments and been split into four divisions. AAEO will not be part of HR, but will report directly to the VPFA. Laura said the model used to reorganize HR is one that has been successful in highly decentralized environments such as the UO. She wants to identify good work that has been done in the units and make it available centrally. Many of the positions on the org chart are still open, so the full transition to the new org chart has not yet occurred.

Bill Brady is the Director of Employee Relations. Sonia Potter is the Director of HR Operations. The other two director positions have not yet been filled, but interviews are under way. Penny Daugherty is still the director of AAEO.

### *HR Initiatives*

As announced previously, HR has convened four working groups to study and make recommendations on various initiatives. These groups are Recruiting Process Redesign, Onboarding Process Redesign, Technology Selection, and OA Compensation Structure.

- Recruiting Process Redesign – NAPO form will be replaced by two separate processes, one for job evaluation and coding/classification (only required for new positions) and one for job requisition (recruitment). The compliance packet will no longer be required prior to issuing the new employee's contract. The information will still need to be gathered along the way and provided to HR, however.
- Onboarding Process Redesign – Onboarding was defined as getting the new employee from offer letter to day 1 on the job. Employee relocation has not been discussed in detail. HR is adding a position that will focus on international hires and UO employees working out of the U.S.
- Technology Selection – RFP will go out in the next week or two. The ECMS will integrate with this.
- OA Compensation Structure – This working group will tackle the analysis of OA position descriptions, defining a compensation structure and philosophy. Aon will conduct a market analysis. Process expected to take 12-18 months.

HR/Aon will present their recommendations for the two process redesign pieces to VPFA Moffit on December 18<sup>th</sup> for her approval, after which campus will be notified of the new processes and implementation can begin.