



Office of Human Resources
Spring 2015 Department Representative Meeting
April 1, 2015
8:30–11:00 a.m.
College of Medicine Auditorium – Room 1400

AGENDA

Welcome and Introduction	Amber Pursley, Communications Manager	8:30 – 8:35
Finance & Administration Updates	Kyle Clark, Vice President for Finance & Administration	8:35 – 8:50
HR Organizational Updates	Renisha Gibbs, Assistant Vice President for Human Resources & Finance and Administration Chief of Staff	8:50 – 9:00
Background Check Policy Update and Faculty Hiring Paperwork	Shelley McLaughlin, Employment & Recruitment Services	9:00 – 9:10
Employee Data Management Reminders	Andrew Kapec, Employee Data Management	9:10 – 9:15
HR Security Compliance	Abigail Lejeune, Attendance & Leave	9:15 – 9:25
Break		9:25 – 9:35
Department Representative Recognition	Renisha Gibbs	9:35 – 9:45
USPS ePerformance Update	Beverlyn Samuels, Employee & Labor Relations	9:45 – 9:55
Affirmative Action Plan Placement Goals	Amber Wagner, Equal Opportunity & Compliance	9:55 – 10:00
Graduate Issues	Brian Barton, The Graduate School	10:00 – 10:15
Payroll Encumbrances	Beverly Miller, Payroll	10:15 – 10:25
Questions & Answers	Department Representatives	10:25 – 10:40
Closing Remarks	Amber Pursley	10:40 – 10:45

Please sign in on one of the rosters located on the table near the door.