



**Human Resources
Department Representative Meeting
October 16, 2013
8:30 a.m. - 11:00 a.m.
College of Medicine Auditorium - Room 1400**

AGENDA

Welcome and Introduction	Renisha Gibbs, Interim Assistant Vice President & Chief Human Resources Officer Kyle Clark, Vice President for Finance and Administration	8:30 – 8:50
Specialized Faculty Reclassification Process	Susannah Miller, Diversity and Inclusion, Faculty Relations, and Employee Ombudsman Program	8:50 – 9:00
Faculty Pay Increases (Administrative Discretionary Increase Processing)	Bill Strickland, Diversity and Inclusion, Faculty Relations	9:00 – 9:05
I-94 changes/updates	Kristen Hagen, Center for Global Engagement	9:05 – 9:10
Graduate Assistant Appointments, Waivers, and Reporting	Brian Barton, The Graduate School	9:10 – 9:20
Employment/Recruitment and Compensation/Classification Reminders	Drew Meehan, Employment/Compensation Classification	9:20 – 9:25
Break		9:25 – 9:35
Affordable Care Act, Bencor, New Employee Orientation, and Domestic Partner Benefits	Linda Lieblong, Benefits/Retirement	9:35 – 10:15
I-9s	Andrew Kapec, Employee Data Management	10:15 – 10:25
HR Reminders/Top 10	Michelle Gardner, Time and Labor	10:25 – 10:35
Tobacco Free Campus policy	Shiffany Rawls, Facilities Human Resources Lynn Vinson and Kevin Frentz, University Health Services	10:35 – 10:40
Questions & Answers	Department Representatives	10:40 – 10:55
Closing Remarks	Renisha Gibbs, Interim Assistant Vice President & Chief Human Resources Officer	10:55 – 11:00

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