

HR LIAISON NETWORK MEETING

MARCH 3, 2022 – 3 p.m.

I. WELCOME AND ANNOUNCEMENTS - Karla McCormick

A. STAFF UPDATES

1. Director, Human Resource Development – Kasha Gordon
2. Specialist, Human Resources Information – Karen Brown
3. Onboarding Specialist – interviewing candidates
4. Foreign National Employment Specialist – reposted

B. COVID-19 UPDATES

II. HRL NETWORK UPDATES - Leanne Fuller

A. MEETINGS (Next meeting - April 7)

B. HRL ADVISORY COUNCIL (Jan. 28 - Follow-up meeting, Classification Workflows)

C. POSTINGS AND CHANGES

1. Provost Office, HR Generalist III – interviews finished last week
2. College of Education – Jenny Barton is retiring
3. College of Business, HR Generalist III – posted
4. Athletics – Karla Gacasan is leaving

III. OFFICE OF INCLUSION AND DIVERSITY UPDATES - JuWan Robinson

IV. BENEFITS - Ann Shore

A. PAID PARENTAL LEAVE FORM UPDATES

V. HR DEVELOPMENT - Kimberly Graham

A. PERFORMANCE MANAGEMENT

1. Year-End Reviews – Steps 6-11 open
2. Review required for all employees hired prior to March 1
3. System training and resources – Available at aub.ie/pa7pm

VI. EMPLOYMENT SERVICES - Abbi Brown and Joseph Brame

A. NEW VENDOR SELECTED – True Screen (Implementation and training)

B. RECRUIT HBCUS

VII. COMPENSATION AND CLASSIFICATION - Shelly Murray and Bailey Ward

A. 2022 HR PROGRAM CALENDAR

B. JOB FAMILY PROMOTION PROGRAM

VIII. EMPLOYEE RELATIONS - Sonya Dixon

A. EMPLOYEE APPRECIATION WEEK – April 25-29