



HR Liaisons Meeting Agenda

DATE: June 7, 2018 **ATTENDING:** HR Liaisons and HR Staff

TOPIC		SPEAKER
I.	Welcome & Announcements A. Staff Update i. Financial Associate – LaStella Paradise-Watson B. Payroll Manager C. HR Phone Tree	Karla McCormick
II.	HRL Updates A. HRL Meeting Schedule, Sept 2018 – August 2019 B. Changes – Undergraduate Studies, Libraries, Campus Safety & Security C. HRL Newsletter	Leanne Fuller
III.	HR Website Updates A. Payroll B. Benefits C. Search Committee Resources D. HRL Network Resources	Patrick Johnston
IV.	Common Book A. Lunch & Learn Schedule	Sonya Dixon
II.	HRD Updates A. Faculty Paperwork – Orientation Reminders B. Performance Review Tips & Reminders	Penny Houston
III.	Temporary Employment (TES) Update A. TES Request Form & Paperwork Update	Abbi Brown
IV.	HR Records Updates and Reminders A. Supervisor Clean-up Records B. I9 Reminders C. New Hire Processing	Dale Mann
V.	TigerTalent Update A. Roles in Tiger Talent B. 1 st phase Configuration Testing	Various
VI.	Other and Q & A Closing remarks	Karla McCormick