



Human Resources
Spring/Summer 2014 Department Representative Meeting
May 20, 2014
8:30 – 11:00 a.m.
College of Medicine Auditorium – Room 1400

AGENDA

Welcome and Introduction	Renisha Gibbs, Assistant Vice President for Human Resources & Finance and Administration Chief of Staff	8:30 – 8:50
Employment & Compensation/ Classification Updates	Drew Meehan, Employment & Compensation/Classification	8:50 – 9:05
Benefits Updates	Michael Horgan, Benefits/Retirement	9:05 – 9:15
Employee Data Management Reminders	Andrew Kapec, Employee Data Management	9:15 – 9:25
Time Entry and Approval Options	Christine Conley, Time & Labor	9:25 – 9:40
Break		9:40 – 9:50
Department Representative Recognition	Renisha Gibbs	9:50 – 10:00
VEVRAA/503 Updates	Mandy Manning, Equal Opportunity & Compliance	10:00 – 10:05
Payroll Announcements	Beverly Miller, Payroll Services	10:05 – 10:15
Graduate Assistant Appointments, Waivers and Reporting	Brian Barton, The Graduate School	10:15 – 10:25
Communications Update	Amber Pursley, Communications/Special Projects Manager	10:25 – 10:30
Questions & Answers	Department Representatives	10:30 – 10:50
Closing Remarks	Renisha Gibbs	10:50 – 11:00

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