Office of Human Resources

Business Partners Roundtable
October 23, 2012
HR Overview

- Administration - Lovely
  - Employment Equity
  - Professional Development and Training
- Employee Services - Hodge
  - Employment
  - Payroll
  - Benefits
  - Classification & Compensation
  - Human Resources Information Systems (HRIS)
- Labor Relations & Compliance - Porter
  - Leaves
  - Labor/Employee Relations
Mission Statement

We are a valued campus resource for ensuring that the University attracts, develops, engages and retains a quality workforce in support of the University’s mission.
Core Values

**Integrity:** We honor the public trust and commit to serve in an ethical, honest and credible manner.

**Community:** We are a team with respect and accountability to each other and the campus community.
Coming Soon/Next Steps

- Mission/Core Values (check)

- Review of business processes/functions - align with core values (ongoing)

- Under Construction
EMPLOYEE SERVICES

- Revision of HR’s website – January 2013
  - Forms
  - FAQ’s
  - User friendly

- Selection and Recruitment Process
  - Enhance the CMS electronic process
  - Streamline process
  - Ensure compliance
EMPLOYEE SERVICES

- Onboarding Process
  - New employee Orientation
  - Campus Tours

- Exit Process
  - Exit Survey
  - Streamline process to collect campus property and checkout list

- Absence Management – Self Service