

Welcome

Human Resources Communication Forum

Monday, March 12, 2012



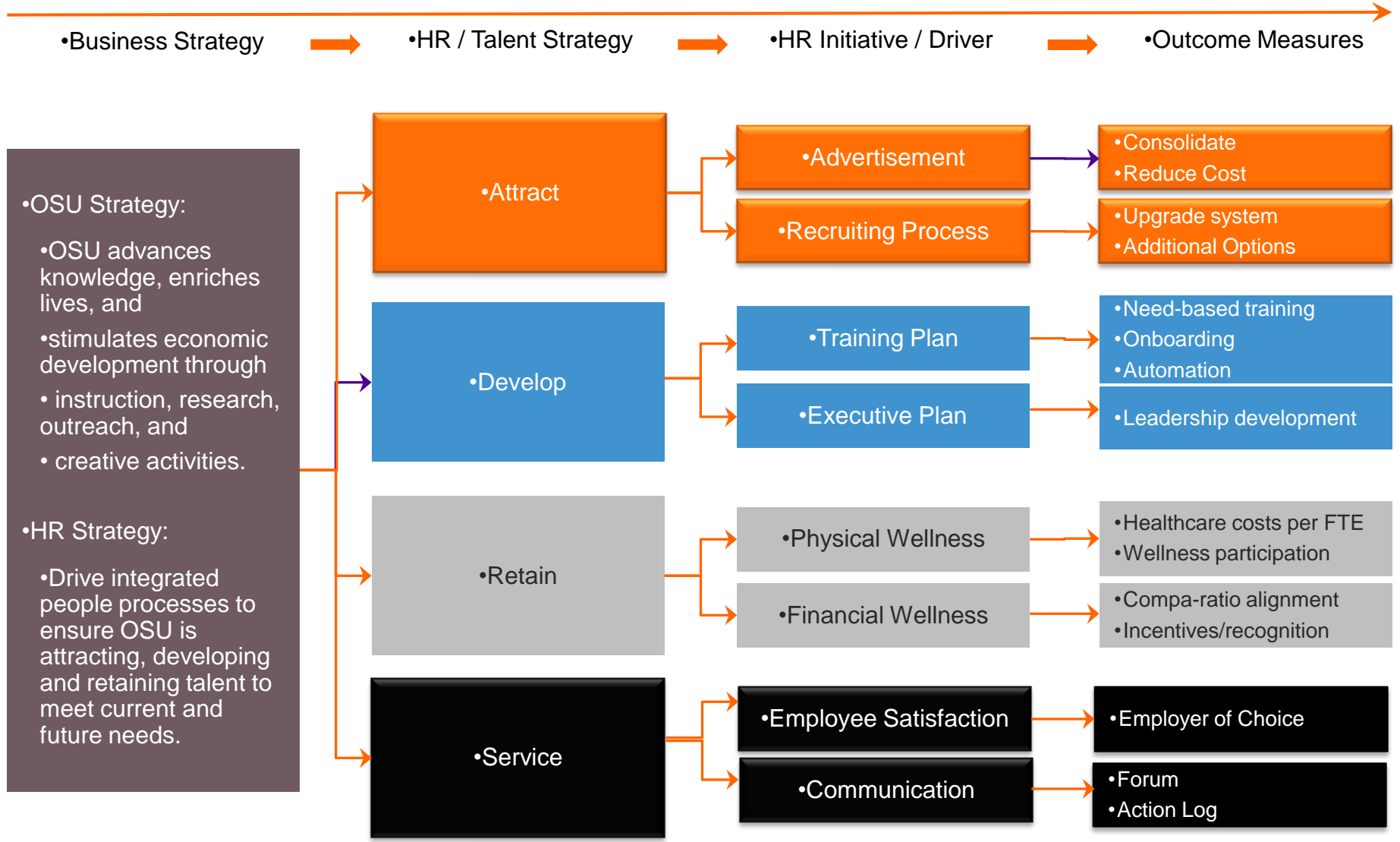
Agenda

Item	Presenter
Introduction	Jamie Payne
HR Communication Forum	Jamie Payne
HR Strategy	Jamie Payne
HR Goals	Jamie Payne
OSU Staff Pay Plan	Christa Louthan
Hiring International Employees	Christa Louthan
HR Transformation	Jamie Payne
Accountability	Jamie Payne
Questions	All

HR Communication Forum

- **Why**
 - **Communication**
 - **Collaboration**
 - **Consistency**
- **Who**
 - **Target staff with HR responsibilities**
 - **Anyone welcome**
- **What**
 - **Discuss current HR issues**
 - **Communicate HR changes**
 - **Provide HR training**
 - **Obtain feedback and ideas for improvement**
- **When & Where**
 - ??

OSU HR Strategy Map



FY12 HR Goals and Objectives

HR Talent Strategy	HR Initiative	Outcome Measure	Target Date	Primary Contact
Service	Migrate to state payroll system (Core)	Consistent and compliant payroll processing	2/1/2012	Alan Shryock
Service	Improve communication and collaboration	Establish HR Communication Forum with action log	3/12/2012	Coral White
Develop	Establish a strategic training plan	Hire experienced training and development manager, conduct needs assessment	4/30/2012	Jamie Payne
Attract	Consolidate recruitment advertising	Reduced advertisement cost	4/30/2012	Brenda Ganders
Attract	Streamline recruiting process	Upgrade applicant tracking software, automate authorization to fill	4/30/2012	Brenda Ganders
Attract	Assist with faculty recruitment	Automate search committee processes	5/31/2012	Brenda Ganders
Service	Benchmark employee opinions	Participate in employer of choice surveys for OK and higher education	5/31/2012	Coral White
Retain	Promote employee wellness	Increase HRA participation, activate wellness summit	6/30/2012	Kay Ensign
Develop	Improve training accessibility and flexibility	Automate routine classes, increase virtual training opportunities	7/1/2012	Jamie Payne
Retain	Enhance compensation communication and flexibility	Increase number of career paths Develop FAQs	7/31/2012	Christa Louthan
Retain	Streamline special retirement plans	Develop special retirement plan guidelines, reduced legal fees	7/31/2012	John Dalton
Retain	Increase staff recognition	Establish staff recognition process	7/31/2012	Christa Louthan
Develop	Enhance leadership development	Implement performance management tool with succession planning and develop executive training program	7/31/2012	Jamie Payne



OSU Staff Pay Plan

Broad Banding Pay Plans

- Drives pay decision-making downward (empowering managers)
- De-bureaucratize
- Difficult to understand

OSU Pay Plan FAQs

- What is...
 - Band?
 - Hiring range?
 - Reference rate?
 - Reclassification?
 - Title changes?

Reference OSU Pay Plan FAQs Handout

OSU Staff Pay Plan

Increase Options

- **Merit Raise Program**
 - Legislative funding pool
- **Demonstrated Proficiency Increase (DPI) of 5% per year**
 - Added responsibility
- **Equity Adjustment**
 - Market alignment
- **One-Time Payment**
 - \$700 for exceptional performance or project

Preapproved Increases

- **Career Development Plans**
 - Position progression
- **Incentive**
 - Education
 - Certification
 - Exemplary service



Hiring International Employees

- Current process of cross referencing SSN with temporary State ID is not possible with new payroll system.
- Beginning July 1, 2012, new employees must have all payroll records, including SSN, to start work.
- Contingency offers can be made with start date pending verification of all required payroll documents.
- Please notify hiring managers in your area to be proactive by anticipating hiring needs at least a month in advance to avoid delays in start times.

Proposed



HR Transformation

STOP

And Review

What are we doing in HR that is not working?

START

Making Changes

What should we put in place to improve our organization?

CONTINUE

To Improve

What is working well in our organization and should be continued?

Accountability

Priority	Status	Open Date	Action Item	Owner	Area	Resolution	Target Date	Completed Date	Status Update
High Medium Low	Open/ Closed	1/1/12	List opportunity for improvement	Primary contact	Dept.	Possible solution	1/30/12	1/30/12	Monthly review

<http://hr.okstate.edu/>



Questions

