AGENDA

- New Chief Financial Officer
- Policy changes
- Return to campus update
- COVID-19 policies HR 700-720 rescinded
- New nonstudent minimum wage
- Update for GT eForms
- ePerformance
- eHHRFile – Personnel File Project update
New Chief Financial Officer

Alysha M. O’Neil has been named vice chancellor for finance and operations effective July 1.
Policy Changes

Grievance Policy:

> Streamlines the process (electronic submissions, status email notifications, fewer steps, etc.)
> Clarifies what can and cannot be grieved.
> Easier to understand timelines and steps.

https://www.umsystem.edu/ums/rules/hrm/hr600/hr602
**Consensual Amorous Relationships:**

Clarifies definition of consensual romantic relationship, required disclosures, and consequences. Consensual romantic relationships between members of the University community are prohibited when one participant has direct evaluative or supervisory authority over the other because such relationships create an inherent conflict of interest, and may result in favoritism or exploitation.

- Individuals in the evaluative or supervisory position have an obligation to immediately disclose the consensual romantic relationship to the individual’s administrative superior and to cooperate with the administrative superior in removing himself or herself from any such evaluative or supervisory activity in order to eliminate the existing or potential conflict of interest.

- This includes employee (faculty, staff or student) or student and supervisor (faculty, staff or student)/subordinate when those relationships involve direct evaluative or supervisory authority.

- A violation of this policy, regardless of the manner in which it is brought to the attention of the University, may lead to disciplinary action as appropriate, up to and including termination of employment, following appropriate processes for such discipline.

https://www.umsystem.edu/ums/rules/hrm/hr500/hr519
Per Chancellor's announcement, all employees were expected to return to campus by May 17th.

All employees who request to telework require approval through their division leader.

An employee who requests telework for their own health reasons must go through an ADA assessment.

An employee who requests telework due to the risk to a family member must go through HR for a review to determine if an alternative work arrangement is needed.
COVID-19 policies HR 700-720 rescinded

- Effective June 1, 2021
- HR-700 Enhanced HR Policies for Employees in Response to COVID-19
- HR-710 Payroll Reduction Measures for Administrative, Service and Support Employees
- HR-720 Policy on Salary Reductions for Faculty and Other Academic Appointees.
- These HR policies provided temporary procedures to help our institution address challenges created by the pandemic, including working arrangement solutions, reporting requirements, payroll reduction measures and more.
COVID-19 policies HR 700-720 rescinded

Please note, while HR-700, 710 and 720 have been rescinded, some of the measures outlined in those policies may continue to occur based on existing authority. Examples of measures that may continue to occur include, but are not limited to:

- Criteria-based salary reductions for tenured faculty, adopted in CRR 320.030.F on an enduring basis.
- Adjustments to pay and FTE at any time for at-will employees and at time of renewal for employees on term appointments, based on CRR 320.020 and CRR 320.030.
- Adjustments to hours worked for non-exempt, hourly employees.
- Seasonal leaves of absence and excused absences without pay, consistent with CRR 340.100.
- Layoff and transition assistance under CRR 350.051.
- Termination, consistent with applicable rules and policies such as HR-118.
University of Missouri is exempt from Missouri’s state minimum wage but is subject to the federal minimum wage rate ($7.25 per hour). Effective July 1, the University’s minimum adopted/approved minimum wages are:

- Staff: $10.30 per hour (2021 state minimum)
- Student: $8.60 per hour

Increases have coincided with the beginning of the fiscal year (July 1).

The University decides upon changes to minimum wage after evaluating budget, compensation, and other factors.
The first phase, mid July, will update the following eForms:

- Work Address
- JED Change
- Additional Pay
- Status change

The second phase is scheduled for fall/winter and an update for the remaining forms is planned.

More info to come as well as updated training materials.
Deadline for entire process: July 31

Recommended timeline:
> Self-Review: June 30
> Manager Review of Employee and Present to Employee: July 23
> Employee Final Comments: July 31
Tips for completing the Progress Check-Ins:
> Employees complete the self-review in myHR
> Managers complete the review of their employees in PeopleSoft Production Manager Self-Service
> Employees must complete the self-review before managers complete the review of the employee. If the manager completes their review first, the employee will no longer be able to go in and complete the self-review.
> When managers review the employee self-review, it will open in another window; check your pop-up blocker if nothing opens.
> Managers can re-open the employees self-review if edits need to be made; directions are provided on page 7 of the Quick Resource Guide. (This will be attached in the recap email.)
> If you receive an error, clear your cache, and reopen your browser.

Please contact the UM System HR Service Center if you have questions.
Update from meeting on May 26:
We will be scheduling meetings with the division leaders over the next couple of weeks and then will reach out with further direction.
Questions?
Thank you for attending.

We appreciate all you do in support of our campus!