

## HRAC Meeting Highlights

November 2, 2020

Faculty and Staff Compensation & Total Rewards RFP – The RFP went out last week. A decision won't be made until the first of the year. LFOs are helping with updating job descriptions which are due on March 1, 2021.

Unemployment – We have 15 people on furlough and hope to have everyone back to work by January 1.

HR Talks – How to Write Job Descriptions is held every Wednesday and How to Track Your Leave is coming soon.

Success Center – Brian Buford is the Director of the new Employee Success Center. He has been working on this for a while to take care and uplift our employees with things such as the Mentor Program. Staff Recognition will be moved to this area. They are developing plans for next year.

Drive-in Movie – This was canceled due to the Governor's recommendations for Covid prevention. They hope to have this in the spring.

### Reminders:

Annual vacation reconciliations is Dec. 31, 2020

Staff job descriptions are due to HR in March

Open Enrollment closes at 11:59 pm November 4.

Flu shots can be waived by completing the waiver form. This should be filled out if you do not come to campus, you received your flu shot off campus, or you have objections to the vaccine.

Patti Williams

Staff Senate Rep