



GENESEE STAFF COUNCIL

Meeting Agenda: November 8, 2024

9:00 – 9:30 AM – Welcome and Business Updates

9:30 – 9:45 AM – Vote on approval of October meeting minutes and upcoming meeting cadence

9:45– 9:55 AM – Break

10:00 AM –10:35 AM – URHR – Amy Happ and Dominica Ranieri to present on URHR transition and respond to feedback collected

10:45–11:05 AM – District breakout to find feedback received and share in District Teams channels

11:05 – 11:15AM – Break

11:15 AM –11:50 AM – Committee break out Smartie Goals

11:50 AM –12:00 PM – Open floor time

Attendees: Co-Chair Kristi Brock, Co-Chair Karen Cera, Melinda Adelman, Chennel Anderson, Laura Ballou, Rachel Bills, Kwasi Boaitey, Sandy Burch-Worth, Frances Cartella, Lindsay Chasse, Marisa Chiodo, Leslie Collison, Mike Droel, Maria Fagnano, Scott Fearing, Jennie Gilardoni, Shari Hofmann, Arian Horbovetz, Austin Jackson, Sara Klinkbeil, Charles LaBrake, Aaron Landcastle, David Lanni, Josh Lehman, Hannah McClow, Patrick Meagher, Jasmine Mitchell, Daniel Moore, Palaniappan Muthukumarasamy, Andria Mutrie, Claudia Pietrzak, Jon Powers, Tacarah Reyes, Nate Ridley, Lauren Sageer, Marc Seigfred, Julia Schaub, Amanda Sharpe, Ashley Smith, Lisa Smith, Rachel Stuckey, Jessica Syposs

Guests: Amy Happ, Dominica Ranieri

Welcome and Housekeeping

Co-Chair Kristi Brock gave an overview of the day's agenda, went over some general reminders (Council time should be paid time, approx. 8 hours per month, and please provide advanced notice to gsc@rochester.edu if you are unable to attend any full council meetings), reviewed group norms and Zoom etiquette, and gave a reminder about the upcoming GSC Provost reception on January 22 at 5pm. The Co-Chairs recently met with Interim Provost Nicole Sampson along with the AS&E district reps. They discussed organizational changes to the district, feedback concerns from constituents, and the new Senior VP of Academic Excellence position. The December meeting will be in person, and we are still working to finalize a location. GSC nametags will be distributed at the December meeting. The Co-Chairs have completed several phone screens with potential GSC admin candidates, and will move on to Zoom interviews next week.

Jessica Syposs: Have you had any discussions with the committee heading up the CPM appeals process? Vicky Hines is retiring, and Jordan Jeon has taken over. I've been told there's a committee meeting in December, and there are over 600 appeals still in process.

Kristi Brock: We have never met with the committee, but this did come up when we met with Kathy Gallucci and the President last month. They are aware of some areas of discontent and dissatisfaction with the process, and I emphasized that these complaints are happening across all districts.

Josh Lehman: Please contact your HRBP if you need help navigating CPM or anything in that space. We are here to help, and Julia and I can help you find that person if you don't know who your HRBP is.

Josh and Julia will do some follow up to help Jessica connect with the correct HRBP person in SMD. Rachel Stuckey has been having the same issues in AuxUnion, and Josh and Julia will also help her get in touch with the correct people.

Laura Ballou: We had a meeting with Dan about the student employment piece. I've sent him monthly updates since May, and have received no response, so please let me know if there's someone else I should be following up with.

Voting

Karen Cera: We will be voting on two options for future GSC meeting cadence. We could either keep it as is (one Friday a month for three hours), or vote to switch to two Friday meetings a month, each two hours, with committee and district meeting time built in.

Katie Papas: The GSC has voted to keep the meeting as is (3 hours on one Friday

per month). Now we will vote on the approval of the October meeting minutes. The meeting minutes for the month of October have been officially approved.

MyURHR Presentation

Josh Lehman gave a quick update on CPM appeals: There is a dashboard on their website of all open appeals. We had 358 submitted, 16 currently open with comp, and only 11 in final committee reviews. Kristi Brock has 7 appeals open in her department, and Julia clarified that all 7 of those may be wrapped up in one appeal.

Dominica Ranieri: Our go live date for myURHR is December 16. The time reporting transition begins December 15. MyURHR is two systems: Workday (personal info, paylips, staff recruiting, hiring, onboarding, benefits, compensation, and job changes), and UKG (timekeeping, time entry, time off requests, leave management, and scheduling).

Amy Happ: We will be using the same time clocks that we have today, just with a new interface. We are trying to build a lot of awareness for clock changes for employees that punch in and punch out. We will have volunteers at high volume clocks helping with swiping and any questions during this transition.

Dominica Ranieri: Prior to myURHR go live, employees should be sure to take the training in MyPath, validate time balance information in HRMS, review FAQ and Fast Facts videos on myURHR website, be sure address and personal info is updated in HRMS, and save items from HRMS to a secure location. This is a large change, and we have a lot of support systems in place to help staff through this transition.

Kristi Brock: There seem to be some trainings not yet available.

Dominica Ranieri: I think there are 3 courses still in testing that should be available by next week.

Kristi Brock: Is there a training regarding job postings?

Amy Happ: There is a module within the myURHR core concepts training assigned to all employees that goes over how to find and apply for a position. Managers are all assigned the recruiting training which should be on their myPath transcript (this is also available to non-managers).

Kristi Brock: Are there other options for Q&A sessions or support during implementation? What about live support, and quick reference guides?

Amy Happ: We want to reinforce the importance of taking the training. The

supports we have are meant to supplement the training. We will have office hours and additional learning opportunities scheduled, particularly for time keeping. There are ask URHR support resources for specific live support needs. The myURHR website has information including a “forms cross-walk” that shows you the forms we previously used, and the equivalent in our new systems.

Kristi Brock: For graduate students, SMO and BWH cannot currently be hired in this way. Can the new system solve this issue?

Amy Happ: We currently have student workers on a biweekly, hourly job with a bimonthly stipend, and we will still have the ability to do that in myURHR.

Kristi Brock: Are dates and deadlines for items pre-transition being pushed out to employees and managers in an active way?

Amy Happ: Those dates have been pushed out through @Rochester newsletter, through myURHR newsletters, on our website, and in the change network toolkit. Our pre-go-live checklists are the easiest way to keep track of things. For the deadlines, those are really targeted at staff who handle personnel action forms. We have been communicating with those people directly.

District Breakout Activity

Kristi Brock: The objective is to identify if some districts are keeping some database of staff feedback that the full GSC may not be aware of. The goal is to create an all-inclusive feedback database to capture all constituent feedback. We also hope to establish a repository for canned responses to common constituent feedback. Please take this time to locate any feedback and responses to constituents, copy any applicable links, and paste them into the main Teams channel for your district.

Committee Breakout Activity

Jennie Gilardoni: At our last full Council meeting, we looked at identifying projects and goals for the subcommittees. Today we are going to look at whether they are actionable using the “SMARTIE” goals method. For the next half hour, each of the subcommittees will pull out their goals from the last meeting, and use the SMARTIE (Strategic, Measurable, Ambitious, Relevant, Time-Bound, Inclusive, and Equitable) method to evaluate whether the goals have a clear path of smaller action steps toward completion, address systemic inequities, and align with the greater goals of the Council.

Open Floor Time

Austin Jackson: The Internal Affairs subcommittee is calling on the whole council to

review and suggest any changes to the bylaws before the December meeting. The subcommittee will review any suggestions and come back to the Council with any proposed changes for discussion likely at the January meeting.

Jessica Syposs: I suggest we invite Craig Rooney or Jessica Shand to come to one of our meetings, they are our new Chief Wellness Officers at URMHC.

Lauren Sageer: On December 14, Eastman is doing Elf live in concert.

Marc Seigfred: There is a River Campus holiday social at Frederick Douglass Hall on Thursday, December 19.