

HRMS User Group Meeting Agenda

HRMS User Group Meeting						
DATE: TIME:	Thursday, March 14, 2013 1:00-3:00pm	LOCATIONS:	WNC CED 307 GBC HTC 137 NSC BW2-119 CSN WC Pres E322 Las Vegas SCS 304 UNSOM 2040 Rm 506 Reno SCS 47 TMCC Dandini RDMT 3150			
CO-CHAIRS	Larry Hamilton and Kim Beers	NOTE TAKER:	NSHE or SCS			
ATTENDEES:	Andrews, Anna - NSHE		Heiss, Linda—NSHE		Paik, Elora—UNLV	X
	Andrews, Donnie - UNR	X	Johnson, Mike – SCS		Peel, Becky –TMCC	
	Beers, Kim - UNR	X	Kelley, Michelle –BCN		Petrie, Tina—CSN	
	Brown, Karen – SCS		Kendall Buscay—WNC		Radecki, Lori—NSC	
	Casey, Christine—NSHE		Knight, Audra—BCN	X	Redding, Vic - NSHE	
	Dintiman, Grant —NSHE	X	Lewis, Lucina –GBC		Rountree, Lori - UNR	
	Doetch, John – BCN		Littlefield, Cindy –DRI	X	Scarboro, John—CSN	
	Hooper, Michelle - CSN		Lowe, Jim —SCS	X	Scollard, Nicole - TMCC	
	Ferguson, Missy - NSHE		Madalinski, Shelley—BCN		Sibert, Sonja – GBC	X
	Gagliardo, Rosemarie - UNSOM		Madole, Denise – BCN/UNR	X	Smith, Nyleen —UNR	X
	Garland, Matt—NSC	X	Meador, Michelle —TMCC		Thomsen, Naomi - UNLV	X
	Green, Mary—BCS	X	McFarling, Tim—UNR		Tucker, Irene—WNC	
	Guevara, Jill - BCN	X	Needham, Patti - NSC	X	Tully, John—SCS	X
	Guinan, Anthony —CSN		Nolan, Connie—UNLV	X	Viton, Christopher-NSHE	
	Hamilton, Larry –UNLV		Ottaviano, Debby —NSHE			
	Henry, Mary Ann-UNSOM					

I. Agenda

Topic	Facilitator	Comments
Centralize Furlough Calculation	Elora Paik	Discuss new request since it appears we may be calculating furlough for another two years. Are any institutions planning any changes related to furlough? <ul style="list-style-type: none"> SCS won't code in advance of legislation, would then need 2-3 months of testing Since it doesn't take that long each month for So. Nevada orgs to prepare and upload data, there is no value in SCS spending so much time to automate
Final Dates to Process PRF45s in FY 2013	Sonja Sibert	Planning item – what is the last date? <ul style="list-style-type: none"> July 22 is the hard date July 15 will be the published date
EPR Rate Change Process	Jim Lowe	Describe the process that will be followed to update Classified employees with the new EPR rate beginning July 16 th (I think?) <ul style="list-style-type: none"> Payroll offices hand table change Mike Johnson can speak to this next meeting
HR Application Support Staff Report	Jim Lowe	Status update <ul style="list-style-type: none"> Volunteer fixes are in QA waiting for sign off Working on GA contract form changes with UNR Working on auto-population project for both UNLV and UNR Connie will test the emailed item today or tomorrow
State, System and Institution Hire Dates	Kim Beers	Are we using these in a common fashion? Please share how your campus defines these dates (and for what employees types, if relevant)

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- Similarities in how dates are used across campuses but not complete consensus. All campuses seem to be using Institution Hire Date the same
- Kim Beers will prepare documentation of how the following date fields are used
 - Status Date
 - Inst Hire Date
 - Fac Svs Date
 - State Hire Date
 - System Hire Date
 - Retire Eff Date
 - Date of Rec

II. Other									
HRMS Minute Takers	<p>Minute taking will continue to be rotated among campuses. It is the responsibility of each campus to ensure a representative is present to take the minutes.</p> <p>Current rotation includes:</p> <table border="1"> <tr> <td>UNR</td> <td>March 2013 (required)</td> </tr> <tr> <td>NSC</td> <td>April 2013</td> </tr> <tr> <td>BCS</td> <td>May 2013</td> </tr> <tr> <td>UNLV</td> <td>June 2013 (required)</td> </tr> </table>	UNR	March 2013 (required)	NSC	April 2013	BCS	May 2013	UNLV	June 2013 (required)
UNR	March 2013 (required)								
NSC	April 2013								
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UNLV	June 2013 (required)								
Next Meetings	→ 4/11/13, 5/9/13 and/or 6/13/13								