

College/Division Administrator Meeting
Room 508, Classroom and Business Building
January 12, 2017, 9 AM to 11 AM

Agenda

Pam Muscarello, Executive Director of Business Operations, Division of Research

- New Job Codes for Unconventional Research Assistants

Joan Nelson, Associate Vice President/Associate Vice Chancellor, Human Resources

Sandra Armstrong, Executive Director of Operations, Human Resources

Jennifer McMillin, HRIS Application Director, Human Resources

Monica Baisden, Human Resource Services Director, Human Resources

John Chen, Compensation Manager, Human Resources

Breion Rollins, Benefits and Wellness Manager, Human Resources

New Hire Process

- Taleo Update
- HireRight Update

Compensation

- Spring Graduate Memo
- ePerformance

Benefits

- Introduction of Breion Rollins
- TIAA – ORP Update

Payroll

- W-2 Forms
- 1095 Forms

David Johnson, Assistant Vice President, Technology Services and Support

- Exchange Email Migration
- Office 365

Mike Glisson, Assistant VP for Finance and Controller

- Purchasing Update
- Sharp Copier Quotes

Other items from the group