

SUMMARY
OF
THE COUNCIL OF UNIVERSITY AND COLLEGE HR DIRECTORS
MEETING OF February 18, 2014

On February 18, 21014, the Council of University and College HR Directors held its monthly meeting at 11:40 a.m. The meeting was held at in the South Carolina State Archives Building. The attendees were: Sam Wilkins, the State Human Resources Director; Michelle Piekutowski from Clemson University; Susan Carullo from the Medical University of South Carolina; Chris Byrd from the University of South Carolina; Connie Thompson from the University of South Carolina; Leah Schonfeld from The Citadel; Kim Sherfesee from Coastal Carolina University; Jeannie McCallum from Lander University; Edwina Roseboro-Barnes from York Technical College; Susan Jones from Greenville Technical College; Marie Howell from Orangeburg-Calhoun Technical College; Kevin Paul from the State Human Resources Division [SHRD]; and Kelly Watkins from the State Human Resources Division [SHRD].

The meeting was called to order by Mr. Wilkins, Chair. Mr. Wilkins reviewed the agenda. The minutes from the January 14, 2014, were reviewed. There was one change – the addition of Marie Howell to the list of meeting participants. Minutes will be finalized at the next meeting.

Mr. Wilkins initiated discussion about the HEEAPA presentation conducted at the CHRD meeting at 10:30 a.m. on February 18th. Ms. Piekutowski suggested that SHRD assist agencies with knowledge transfer as the result of the new MOU. Mr. Wilkins stated that SHRD would work on developing audit expectations.

Committee Reports:

Classification and Compensation Subcommittee

Ms. Sherfesee stated that the subcommittee was ready to roll out the first step in introducing the new classified titles. Institutions will have two weeks to respond. There was discussion as to whether a trial period was needed when transitioning current titles to new titles. The consensus of the group was that no trial period was required since the transition process was intended to be neutral. Ms. Kelly Watkins stated that institutions would need a code to enter the actions into HRIS.

Ms. Sherfesee mentioned that the crosswalk of IT titles would have to be added to the HEEAPA website before the roll out could begin.

SCEIS Transition Subcommittee

Ms. Piekutowski stated that her subcommittee is in the process of identifying dates for SCEIS (L. Mallett), Clemson and Lander to meet. Ms. Carullo stated that she would provide the subcommittee with feedback from the MUSC IT group.

Regulatory/Legislative Subcommittee

Mr. Byrd stated that the legislative proposal will not be submitted this legislative session. The Council needs to develop a plan on how to proceed at this point.

Mr. Wilkins reviewed next steps.

- Class/Compensation Subcommittee will finalize plans to launch feedback process for new classified titles. Memo will be sent out by Mr. Wilkins.
- Ms. Watkins will identify codes to use in HRIS for the class code transition.
- SCEIS Subcommittee will meet to review plan of action.
- Regulatory/Legislative Subcommittee will review situation and recommend plan of action.

There being no further business, the Council adjourned at 12:20 p.m.

Next meeting will be held on March 17, 2014, in USC Training Room at 12:15 p.m.

Minutes devised by Kim Sherfesee.