

June Report of AMS Human Resources Committee

Chair: Riley Ty

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Dear Council,

At the time of this report, the HR committee has met three times since our appointment and much of this report will focus on works in progress, as we have finalized our goals and are now moving towards the implementation phase. Feel more than free to reach out to me for any corresponding questions and or concerns.

1. Works in Progress:

As a result of last meeting the committee has set forth 9 goals for completion, please see the works complete for a list of the goals and completion dates.

1. As of now, the AMS Ombudsperson has been able to come to one HR committee meeting and at that meeting we were able to discuss the beginnings of the Ombudsperson Review, which has not been conducted for some years, despite being mandated in code. The committee has agreed to conduct the reviews in September 2019, January 2020 and April 2020. While the specifics of how the report should be presented is still being worked on, it has been highlighted that the AMS is interested in metrics for cases such as bullying, harassment, etc. to be able to better respond to those areas and those should be worked into the report. The committee is planning to look into previous reviews to see how it was and can be conducted moving forward.
2. After discussing the matter with the Clerk of Council, the committee has decided to reintroduce a code change motion, which would ensure staff are only able to file complaints with the HR department, rather than in addition to the AMS Ombudsperson as well. This will be done during an anticipated light council meeting (i.e. when the agenda is light), in order to allow the HR Manager to present on the motion and to leave council within a reasonable time.
3. In regards to goal 3, the committee has identified that it should first talk to the AMS Communications manager about current outreach and communications initiatives, before it moves forward with the project. The communications manager will be invited to a future meeting to enable this fact.

While the committee has just entered the beginning stages of executing its goals, if you have any suggestions or feedback, we are always excited to hear them, feel more than free to let us know what you think.

2. Works Completed

As of now we have completed its goal list shown below.

1. Establish Ombudsperson Review System **(October 2019)**.
2. Reintroduce code change regarding staff filing complaints with the Ombudsperson, rather than the HR department **(October 2019)**.
3. Develop strategies to better advertise AMS job postings in order to increase the diversity and number of student applicants **(April 2020)**.
4. Review hiring process for appointees in Code (Section IX C, Article 2(8)) in time for hiring and updates **(April 2020)**.
5. Review transition process for student governance and service positions **(January 2020)**.
6. Explore methods to improve transparency regarding committee hiring processes **(March 2020)**.
7. Work to fill the advisory board **(September 2019)**.
8. Explore the possibility of coordinating joint sessions with the finance committee, regarding overlapping Job Description responsibilities **(January 2020)**.
9. Review AMS Health and Safety Policy **(January 2020)**.