Agenda of the AMS HR Committee
Friday, June 5th, 2020 at 1 pm

(Agenda sent out 34 hours in advance)

Attendance
Present:

Regrets:

Recording Secretary:

Call to Order

The meeting was called to order at 1:10 pm.

Territorial Acknowledgement

Approval of the Agenda

Moved:    Chris Hakim          Seconded:  Crystal

“BE IT RESOLVED THAT the agenda be adopted as presented.”

(Agenda Items)

1)  Introductions and Check In
2)  Update from Chair
3)  Selection of Vice-Chair
   a)  Nominated: Crystal
4)  Transition Report
   a)  code change
      ■  clarifying that hiring will be conducted by the chair of the committee and one other individual as decided by the committee
      ■  Updating of minor changes to the JD such as job title can be done by the Executive without going through committee
   b)  Ombudsperson and AMS Staff
      ■  Mention of “staff” from the role of the Ombudsperson in Code
5)  Minute-taking
6)  Discussion: Committee Goals
   a)  Increasing Diversity of Applicants
- Increase diversity outside Greek life/existing members of student government
- Decreasing potential nepotism

Lawrence:
- Riley mentioned a previous goal was a blanket increase of diversity of applicants.
- Thoughts?

Chris:
- Good goal, but we have always approached this from the wrong place.
- How can we evaluate the diversity of our applicants or staff when we have no infrastructure to collect that data?
- We should be investing our time into setting up this foundation so we can start figuring out whether the steps we are taking are effective or not.

Crystal:
- What plane of diversity are we thinking of? There are multiple planes such as race, sexual orientation, gender, etc.

Cole:
- The consultants that will be working on Equity & Inclusion Action Plan will be able to help with this.

Chris:
- I think we can act before we bring consultants in to think about this.
- There should be avenues available for us to evaluate our steps in increasing diversity in staff and applicants.
- Leslie, I don’t believe we currently have any infrastructure that allows us to evaluate this.

Leslie:
- Apart from our annual survey, not that I can think of.
- Our limitations on this topic is the law though.
- We should get some direction from the consultants on how to go through this.

Chris:
- It would be good for the committee chairs at the very least to be kept in the loop on the development of the Equity & Inclusion Action Plan.

Cole:
Will do.

b) Mandatory Transition Reports

- Lawrence:
  - Riley mentioned in his report that we should make transition reports and the transition process mandatory.
  - Thoughts?

- Chris:
  - We should be careful with making transitions “mandatory”.
  - The issue with one-year employment contracts at the AMS has been that someone just leaves and doesn’t transition since it’s the end of their employment.
  - On an Executive level, we have moved to an incentive system where Executives are compensated $1,200 for a month long transition.

- Cole:
  - There is a responsibility on the Board Chair to ensure that this transition is occurring.
  - We should emphasize on good orientations to complement any transition process to make sure people know how to function within their new roles.

- Chris:
  - I think there might be some confusion; the past discussion on this topic has been focused on staff transition because our student government staff do not receive compensation for their transition but Services staff do.

- Leslie:
  - I believe Services staff receive that compensation in order to ensure that our services are operating during new staff onboarding.
  - With our student government staff, they shouldn’t be doing work past their contracts; that is an issue.
  - However, if you are requested to do a transition during your term, you should since it is in your contract or your manager’s request.

- Cole:
  - Transition reports aren’t immensely useful, but the shadowing is.

- Praneet
• creating a consistent template to provide the main information
  c) Exec Salary Increase
  d) Fill Advisory Board(?)
  e) Code Changes

Future Meeting Time

The next scheduled meeting will be on (date), (time).

Other Business

Adjournment

Moved: Nevena    Seconded:

There being no further business, the meeting was adjourned at 2:07 pm.