

Notes from the March 4, 2016 Meeting of CRC Human Resources Officers

Place—William Peace University, Williams Board Room, Main Hall

In attendance: **Amber Kimball**, Associate Vice President for Human Resources at William Peace; **Lauren Holmes**, Payroll & Human Resources Coordinator at William Peace; **Pam Davis Galloway**, Director of Human Resources and Title IX Coordinator, Meredith College; **Lee Wood**, Director of Human Resources, Shaw University; **Jenny Spiker**, CRC Director

***Consider a meeting about the exempt/non-exempt issue after the new ruling is in place**

***Consider a separate meeting of payroll officers**

If you think it would be good to get the payroll officers together, please send me the appropriate names and contact information from your staff.

Topics of discussion:

*****The major discussion was about the implications for the upcoming new ruling on exempt and non-exempt employees**

Other topics:

*The different ways HR departments are organized at the colleges and universities

*Various approaches to job descriptions

*Salary surveys and reports

*Faculty and staff handbooks

*Issues connected to payroll

*Ways to do leaves