

AGENDA

HCM Users Group Spring Quarter Meeting 2025

May 8-9, 2025 | In-person with Zoom option (see pp. 3-4)

Yakima Valley College – Yakima Campus, S. 16th & Nob Hill Blvd., Yakima, WA 98902

Kaminski Conference Center, Meeting Room C

*Use Parking Lot R on the corner of South 18th Ave & Nob Hill Blvd

Thursday, May 8, 2025

- 8:15 – 8:25 Gather and Land Acknowledgement
- 8:25 – 8:35 Welcome – Dr. Johnny Woods, Jr., VP of Administrative Services (Yakima Valley)
- 8:35 – 8:40 HCM Business Information
 - Treasurer Report
 - Winter Meeting Notes
 - New Business
 - Advisory Representative Reports
 - DRS Liaison – Lisa Espedal (SBCTC)
 - HCA Liaison – Pam Kelly (SBCTC)
 - BAR Liaison – Rachel Russell (Walla Walla)
 - HRMC Liaison – Joy Anglesey (Centralia)
- 8:40 – 9:00 Prepping for calculation: Queries and tips – Tina Robinson (Peninsula)
- 9:00 – 9:40 EQ: Emotional Quotient – Corinne Taylor (SBCTC)
 - Definition of EQ
 - What employers want
 - How to improve your EQ
- 9:40 – 9:50 Break
- 9:50 – 10:30 Accessibility Notes – Julia Anderson & Kevin Bowersox-Johnson (Seattle Colleges)
- 10:30 – 10:45 SBCTC Highlight videos from some of our colleges
- 10:45 – 11:00 HCA Updates/Q&A – Larry Cade & Deb Krumpols (HCA)
- 11:00 – 12:00 Open discussion
 - IPEDS Best practices (Dawnell Schroeder, Green River)
 - Benefits Administration support for newer colleagues (Annie Butler, Seattle)
 - How are schools handling temporary appointments when EE is in the same pay group? Are you creating a new EMP REC for the temp appt or simply adding a row to the existing EMP REC? Does HR or Payroll handle these entries for your institution and are there QRGs? (Petrina Sims, Seattle)
- 12:00 – 1:15 Lunch on your own
- 1:15 – 2:00 SBCTC Updates and continued open discussion
- 2:00 – 2:45 DRS reporting, eligibility, training resources, and Q&A – Kim Smith (DRS)
- 2:45 – 3:00 Break
- 3:00 – 3:45 Open Discussion suggested topics
 - PFML not eligible for FML recording time best practices
 - PTF Two-year averaging
 - Flex schedules not properly calculating OVT [Enhancement request pending]
- 3:45 – 4:00 Close for the day

Friday, May 9, 2025

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| 8:15 – 8:30 | Gather |
| 8:30 – 8:45 | Welcome – Allen Sutton, Director for Connection & Belonging (Walla Walla) |
| 8:45 – 9:00 | Out of state EE compliance <ul style="list-style-type: none">• Management of OOS requirements for leave [sick, military, and voting] |
| 9:00 – 9:30 | VEBA Presentation – Kristen Dickman (Gallagher) |
| 9:30 – 10:00 | Open discussion/Out of state EE compliance continued if needed |
| 10:00 – 10:15 | Break |
| 10:15 – 11:00 | Open discussion: Layoff resources? Limiting furlough days in a pay period? |
| 11:00 – 11:30 | Call for HCM Users Group Fall quarter agenda items/areas of focus & open discussion |
| 11:30 – 11:45 | Close for the day |

ZOOM INFORMATION

Thursday, May 8, 2025

Topic: HCM Users Group Spring 2025 Thursday Meeting

Time: May 8, 2025 08:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/93879852691?pwd=JlmeUxIAeVBr4BWrmZSfcR9mS0tpB8.1>

Meeting ID: 938 7985 2691

Passcode: 643218

One tap mobile

+12532158782,,93879852691#,,,,*643218# US (Tacoma)

+12063379723,,93879852691#,,,,*643218# US (Seattle)

Dial by your location

- +1 253 215 8782 US (Tacoma)

- +1 206 337 9723 US (Seattle)

Meeting ID: 938 7985 2691

Passcode: 643218

Find your local number: <https://zoom.us/u/acc722Rrlg>

Join by SIP

- 93879852691@zoomcrc.com

Join by H.323

- 144.195.19.161 (US West)

- 206.247.11.121 (US East)

- 115.114.131.7 (India Mumbai)

- 115.114.115.7 (India Hyderabad)

- 159.124.15.191 (Amsterdam Netherlands)

- 159.124.47.249 (Germany)

- 159.124.104.213 (Australia Sydney)

- 159.124.74.212 (Australia Melbourne)

- 170.114.180.219 (Singapore)

- 64.211.144.160 (Brazil)

- 159.124.132.243 (Mexico)

- 159.124.168.213 (Canada Toronto)

- 159.124.196.25 (Canada Vancouver)

- 170.114.194.163 (Japan Tokyo)

- 147.124.100.25 (Japan Osaka)

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Friday, May 9, 2025

Topic: HCM Users Group Spring 2025 Friday meeting

Time: May 9, 2025 08:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/91958171118?pwd=QoSEEkqOtblbn5XadDFk3lr6eYwZgM.1>

Meeting ID: 919 5817 1118

Passcode: 440693

One tap mobile

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