Welcome! HR Forum

June 12, 2013, Human Resource Services
Agenda

• Office of Youth Conferences
• UF Finance & Accounting Customer Service Survey
• Class & Comp Reminders
• Salary Increases
• CUPA-HR Florida Chapter Conference Important Dates
Introducing the Office of Youth Conference Services
History

The Situation

2011 incident involving the abuse of underage boys at a university

Allegation of some officials covering up the incidents

The Impact

Higher Ed institutions across the country began to look at measures taken to protect minors

Lawmakers pushed for stricter child abuse reporting laws

The Results

UAA limited minimum age for residential camps

Assessment revealed more youth camps and conferences than anticipated
Here’s what we Found...

- 140 UF-Affiliated youth-related events
- 143 IFAS/4-H youth-related events
The Findings
(continued)

Need to:

- Promote consistency
- Educate programs on new laws and requirements
- Have a mechanism for centrally tracking youth
- Monitor for compliance
What Does It All Mean?
The Approach

- Education
- Registration
- Compliance
Pre-Program Requirements

- Registration through OYCS
- Level II Background Checks
- Youth Protection Training
Registration

- Required for all UF-Affiliated Organized Youth Activities

- Centrally collects key program, staff, and participant information

- Provides mechanism to validate completion of required screenings and training
Background Checks

Programs working with minors are obligated by Florida state law to conduct background screenings on each camp employee or volunteer working in a day or residential summer camp as outlined in Chapter 435 of the Florida Statutes.

F.S. 409.175, (5)(a) The department shall adopt and amend licensing rules for family foster homes, residential child-caring agencies, and child-placing agencies. The department may also adopt rules relating to the screening requirements for summer day camps and summer 24-hour camps.

F.S. 409.175 (2)(i), “Personnel” - For purposes of screening, the term also includes owners, operators, employees, and volunteers working in summer day camps, or summer 24-hour camps providing care for children.

According to F.S. 409.175 (2)(l) and (2)(m), Summer day or 24-hour camps are recreational, educational, and other enrichment programs operated during summer vacation for children who are 5 years of age on or before September 1 and older.
Annual Youth Protection Training (YCS800) focuses on 3 areas:

- Strategies to provide a safe environment for youth
- An outline of the different types and signs of child abuse
- Information on how to respond to incidents involving youth and/or report known or suspected child abuse.
**OYCS Timeline**

- **Dec. 2012**: Dir. Of OYCS Hired
- **Jan. 2013**: Assessment Benchmarking
- **Feb. 2013**: Training Materials Registration Design
- **March 2013**: Message from the President
- **April 2013**: Online Training Online Registration System
- **May 2013**: 2013 Summer Camp Registrations
Thank You!

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UF Finance & Accounting
Customer Service Survey
Finance and Accounting wants to hear from you!

• This month, the Division of Finance and Accounting will conduct a survey of employees who work with its various offices to assess customer service.

• Please watch your e-mail this month for a message from Mike McKee that will direct you to the survey.

• Your feedback will be anonymous.

• Your comments will provide valuable info to F&A as it works to meet the needs of its customers.
Class & Comp Reminders
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• Perquisites
  – To renew, delete, or make changes to perquisites for the 2013-2014 fiscal year, departments should use the report and instructions provided and submit renewal information to Classification and Compensation no later than July 1.

• Alternative work location agreements due for renewal by July 1.
  – Form location: http://hr.ufl.edu/recruitment/forms/alternate.pdf

• Renew HR 600’s
  – Departments must renew extra state compensation commitments that extend into the new fiscal or academic year.

• Questions may be directed to Brent Goodman or Kris Pagenkopf for Staff inquires and Janet Malphurs for faculty inquiries at 392-2477.
Salary Increases
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Effective October 1, 2013

• For employees with a base rate of pay $40,000 or less on September 30, 2013, an annual increase of $1,400.

• For employees with a base rate of pay greater than $40,000 on September 30, 2013 an increase of $1,000.

• Special Topic Forum may be scheduled following a formal announcement from the President regarding details of the salary increase plan.
CUPA-HR Florida Chapter Conference
CUPA-HR

• Stands for “College and University of Professional Association for Human Resources”
• Serves as an association for HR professionals in higher education
• Provides resources and opportunities to members to develop professionally and provide collaboration opportunities with other members
• Visit [http://www.cupahr.org/](http://www.cupahr.org/) for more information
Florida Chapter Conference

- An opportunity to meet fellow colleagues from other Florida colleges and universities

- Conference Details –
  - Date: Sunday, September 15 through Tuesday, September 17
  - Location: Delray Beach Marriott in Delray Beach, Florida
  - Pricing and additional details will follow
Important Dates

• The comp cashout will occur during the **06/07/2013-06/20/2013** pay period for the paycheck **06/28/2013**.

• **July 10th** – Next HR Forum
Thank you for attending!