

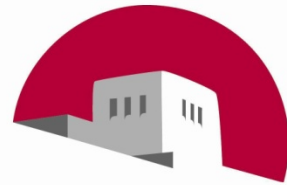
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HR Process Improvement Forums

February 11 & 13, 2014

Agenda

- University Updates
- Survey Says: Top Reasons HP Returned to Submitter
- Payroll – Direct Deposit and EPAF Update
- New Employee Relations Consultant

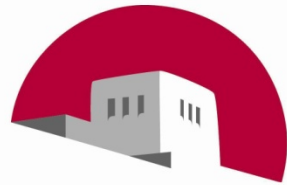


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University Updates

**LaTrenia McDaniel
HR Projects Specialist**



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Survey Says

**Mike Brown, SPHR
HR Consulting Manager**

Top Reasons HP Returned to Submitter

| | |
|---|---|
| 1. No summary of hire or incomplete summary of hire | 5. All questions in Certification Tab not completed or answered incorrectly |
| 2. No Transcripts | 6. Problems with attached documents – all documents attached to the hiring proposal |
| 3. Problems with equity grid | 7. Pay rate entered incorrectly |
| 4. No Department Approver certification | 8. Fields in hiring proposal not completed |



Questions?



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Direct Deposit Forms - EPAFs

**Patty McLaughlin
UNM Payroll Department**

New HR Employee

- Susan Stoddard
 - Employee Relations Consultant