



HUMAN RESOURCES All Staff Meeting

Christen Cole

Chief Human Resources Officer
Assistant Vice President for Human Resources
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MY BACKGROUND

- Various human resources roles for 26 years
- Wide variety of industries
- Senior Professional in Human Resources certification, M.A. in Counseling Psychology, and PhD candidate in Industrial/Organizational Psychology

MY INITIAL PRIORITIES

Build the HR team:

- 1) Identify gaps
- 2) Determine staffing needs
- 3) Create role clarity
- 4) Refine and fix processes
- 5) Improve service delivery

VISION

Facilitate a work environment that is:

- Inclusive
- Engaging
- Productive

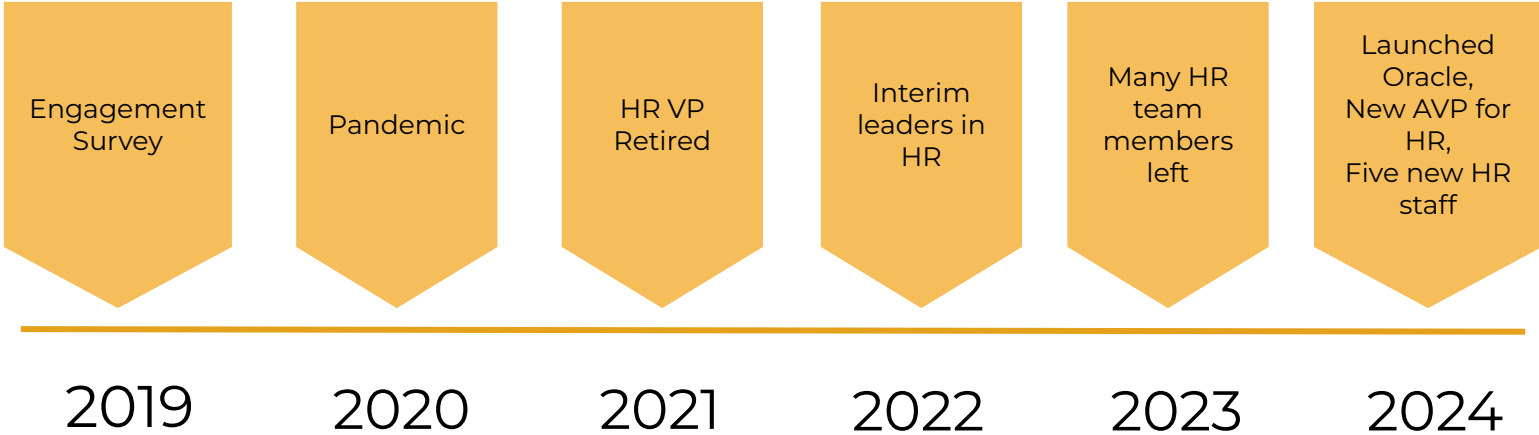


TODAY'S HUMAN RESOURCES

Not your mother's personnel department!

- 20+ sub-disciplines
- Transactional to strategic
- Always evolving

HISTORIC HR



STANDARD HR RATIOS

HR Strategy
 Recruitment
 Compensation
 Benefits
 Compliance
 HRIS
 Employee Relations
 Leaves of Absence
 Workplace
 Accommodations

HR Strategy
 Recruitment
 Onboarding/Offboarding
 Business Partnering
 Baseline Training
 Compensation
 Benefits
 Compliance
 HRIS
 Employee Engagement
 Employee Relations
 Leaves of Absence
 Workplace
 Accommodations
 Change Management

HR Strategy
 Proactive Recruitment
 Onboarding/Offboarding
 Strategic Business Partnering
 Workforce Planning
 Mentoring
 Succession Management
 Training – Leader & Employee
 Development
 Compensation
 Benefits Administration
 Total Rewards Strategy
 Compliance
 HRIS
 Employee Engagement
 Employee Relations
 Organization Design
 Rewards & Recognition
 Team Dynamics
 Leaves of Absence
 Workplace Accommodations
 Change Management

Reactive

Proactive

Below Average
 1 HR Staff
 Per 100 Employees

Average
 1.7 HR Staff
 Per 100 Employees

Above Average
 2.57 Staff
 Per 100 Employees

***St. Olaf = .85**

ACHIEVEMENTS

Accommodations

I-9s

Performance
Reviews

Student
Hiring

On-Campus
roles and
responsibilities

Goal
Setting

Team
Interactions

Hiring
Staff

Team
responsibilities
charts

Compensation
Study

Working
with
staff

And more, including HR analytics and identification of an Employee Value Proposition

COMING SOON

Manager Training

Engagement Survey

Updated Meet the Team

- Availability
- Job Areas
- Schedule Meetings





MEET THE TEAM



Mikayla Brenna '16

She/Her/Hers

Human Resources Coordinator

brenna6@stolaf.edu

In Office, Monday-Friday, 8am-5pm

MY ROLE

Benefits and Compensation with Travis

Office Management with Zoe

Other Projects with HR team members

Tenzin Yangzom (Zoë)

She/Her

Human Resources Office Coordinator

Yangzo1@stolaf.edu

In Office, Monday-Friday, 8am-5pm

My Role

Office Management: Oversee day-to-day operations of the HR office.

Responding to HR-staff & HR-support emails: Provide timely and professional communication, addressing inquiries and routing them as needed.

Background Check Administration: Conduct and manage background check processes.

Project Assistance



Sarah Gorman

She/Her/Hers

Employee Engagement Partner

gorman7@stolaf.edu

Available for meetings: Monday-Friday, 8 am-5 pm

MY ROLE

Employee Relations

Employee Experience

Employee Engagement

Performance Management

Training & Development



Luke Wood, PhD

He/Him/His

Student Employment Administrator

wood28@stolaf.edu

Available for Meetings: Monday-Friday,
8am-5pm

Walk-in Hours: Tuesday and Wednesday,
2pm-4pm

MY ROLE

Managing St. Olaf's Student Employment Program

Oracle support for students, faculty, and staff



Ricky Bonilla, Esq.

He/Him/His

Assistant Director HRIS/Compliance/Operations

bonill3@stolaf.edu

Available for Meetings: Monday-Friday, 7:30 a.m. -2:30 p.m.

MY ROLE

Oracle System

Overall HR Compliance

HR Operations



Travis Grant

He/Him/His

Associate Director of Benefits & Compensation

grant2@stolaf.edu

Available for meetings: Monday-Friday,
8:00a.m.-5:00p.m.

MY ROLE

Benefits enrollment and compliance

Monthly benefit reconciliation

Compensation evaluations

Retirement

Short term disability

Leave of absence

Cobra

Vendor relationships

We would love to hear from you! Please scan the QR code and fill out the google form if you have an additional questions.

