

Human Resources (HR) Advisory Team – January 18, 2023

Purpose

The Human Resources (HR) Advisory Team, re-established in 2017, serves as a space for administrative staff to share their perspectives and exchange ideas on topics related to working at Wesleyan. HR Advisory also serves as a forum where members can work together to brainstorm solutions and problem solve.

Membership

The HR Advisory Team is coordinated by the Associate Director for Professional Development and Employment and consists of 1-2 members from each division. Meetings occur once every other month. Off cycle meetings may be scheduled as needed.

Terms begin in March and members serve in a 1-year or 2-year term role. At the end of the member's term, a new member will be nominated to the group. A current member may extend one additional term with approval from the Associate Vice President for Human Resources. A current member may resign at any time.

Each calendar year, HR Advisory and Human Resources outlines the topic areas the group will review and work on in the upcoming year. Topics may be added or changed throughout the year as needed.

Member responsibilities:

Members must be active participants and share input on University policies, practices, and other work-related topics, approaching topics with the greater good in mind.

Members must communicate information and topics discussed to the staff of their division. If further input is gathered, the member is responsible for bringing the feedback to the group.

Members may bring work-related topics, issues, or questions to the group and Human Resources for further consideration.

Members work together to brainstorm solutions and problem solve when appropriate.

Members must respect each other's truths, be open to different viewpoints and experiences, practice inclusion, be solutions-focused, and exercise discretion when needed.

Members must attend each scheduled meeting. If a member is unable to attend, they agree to review the meeting minutes, follow-up with other group members and provide input when needed.

Members unable to meet the responsibilities outlined above may be asked to step down from their role in the group.

Nominations:

Nominations are solicited each Spring and are submitted to Human Resources. Human Resources will review all recommendations with the respective Cabinet member and the current HR Advisory Group members.