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COMMUNITY COLLEGE DISTRICT NO. 508
SEPTEMBER 3, 2015

Office of Human Resources & Staff Development for

City Colleges of Chicago

Presentation to the Board of Trustees September 2015



What We Do

Value-added Services and Programs:

- Recruitment
- Compensation
- Labor Relations
- Talent Acquisition

- Benefits
- Employee Relations
- Performance Management
- HR Information Systems (HRIS)

Operational & Financial Compliance:

- Policy Administration
- Collective Bargaining Administration
- Benefit Administration & Compliance
- Employment Legislation Compliance



Who We Support

5,200 active Full-Time and Part-Time employees:

2,300 FT

- 600 FT Faculty
- 1,700 FT Staff

2,900 PT

- 1,500 PT Faculty
 - 950 Credit
 - 550 Other
- 1,400 PT Staff



HR Reinvention Journey

FY2014 • 1600 employees in FY2013 **CCCWorks** Faculty Contract Assignment Review Automated Collective Bargaining Recruitment AgreementAdherence Automated Time & Payroll in Arrears Attendance • Off-cycle Check Automated Benefits Reduction **Open Enrollment** Overtime Guidelines & Attendance Policy Measurement Adherence Supervisor Essentials **Training**

FY2015

- Automated Special Assignments
- Summer Internship Program
- 1400 add'lemployeesin CCCWorks
- Market Pay Study
- Title IX Office



HR Measures for Success (KPIs)

FT Employee Metrics	FY13 Actual	FY14 Actual	FY 15 Target	FY15 Actual
Turnover	13.28%	12.85%	12%	11.60%
Retention	19.43%	14.77%	14%	18.42%
Time to Hire: Offer acceptance	140	72	120	89 days
Time to Hire: Start date	180	140	160	140 days
Cost of Benefits per Employee	\$5,814	\$5,611	\$5,700	\$5,605
Time to Close Grievances	60	38	45	39 days
Workforce Compliance (PT)	10.00%	7.13%	< 5%	3.88%
Overtime Compensation	\$1.55M	\$1.19M	\$1M	\$0.85M
Absenteeism	1.63%	2.47%	5%	2.50%
FT Staff Promotions	N/A	41.32%	40%	44.71%
FT Faculty from Adjunct	N/A	75.00%	60%	71.67%



FY15 - Additional data

Recruiting & Hiring

Gearing Up

Talent Management

- Taleo- Current stats
 - 16,000 candidates
 - 270 open positions
- 260 FT jobs filled- FY15
- 770 PT jobs filled- FY15

Labor & Employee Relations

Compensation & Benefits

HR Administration

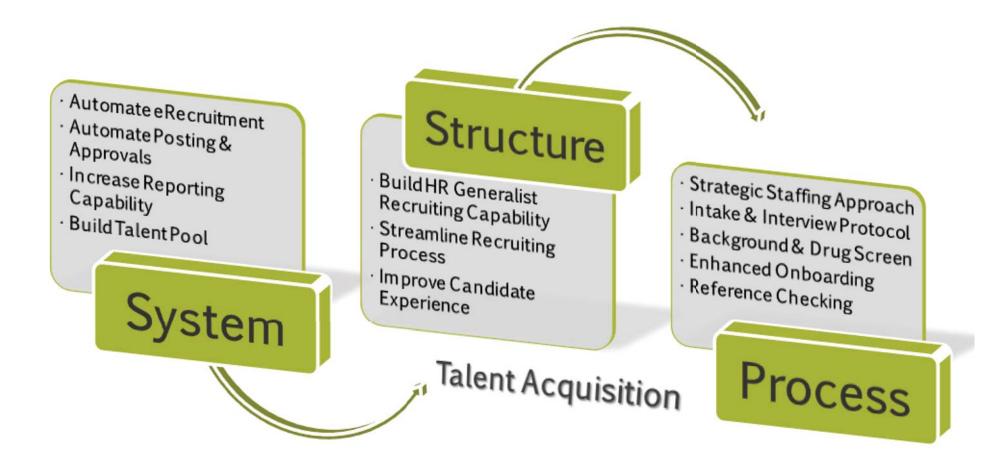
- 150 discrimination & harassment complaints
- 56 Step II & Step III union grievances
- 44 requests for ADA accommodations

- 8,400 Personnel actions processed
- 270 Promotions
- 3,200 employees in CCCWorks
- 1407 Drug Screenings
- 1454 Background Checks

- 300 Leaves processed in Benefits Service Center
- Health & Welfare Plans-
 - 2,500 Employees
 - 1,600 Retirees
 - 6,000 Participants total
- 100 Retirees removed after eligibility audit



Recruiting #1 - The Taleo Journey





Performance Management & Training



HR Talent Management - FY16 and beyond

- Strategic integrated process of recruiting, assessment, evaluation and development
- Drive performance through clear accountability and CCC goal alignment
- Knowledge transfer regarding CCC policies & procedures and industry best practices
- Leverage technology for consistent and regular assessment of performance to develop managers and create a sustainable leadership pipeline



FY16 Priorities & Initiatives

Looking Towards More Innovation

- Performance Management
 - o RFP and System Implementation
 - Performance Standards
- Taleo Enhancements
 - Onboarding (Transitions)
 - Reporting & Analytics
 - Integrate Background Check
- Measure Candidate Experience
- CCCWorks Finalize Implementation
- Reinvent New Employee Orientation



Thank you

