

Member Chat 12/07

12/1/2007

This is the transcript of a chat for new members of SHRM. The chat took place on December 12, 2007.

Moderator: Welcome to the SHRM Member Chat. We will now begin answering your questions.

Edina, Minnesota: Is any portion of the dues attributable to lobbying? Need this information to be able to process my membership costs at work. Thanks

SHRM Member Services: The portion for 2007 is 7.5%. The percentage for 2008 has not yet been approved.

Moderator: Please have patience as we try to answer them all. It may take a while until we get to your question, but we appreciate you joining us and will try to answer them all!

Virginia Beach, VA: I would like to know what membership committees need the most help and what I can do to be more pro-active in SHRM. Do I join the National Organization and then participate locally or do I join locally first? Thank you.

SHRM Member Services: SHRM provides wide range of variety of volunteer opportunities at the local, state, and national levels. To learn more about our opportunities, please check out the Volunteer Opportunities Center at www.shrm.org/volunteer. By joining a chapter in your community you will be able to tap into the opportunities in your location. State-level volunteer leadership opportunities may also include working on a state conference or a state legislative event.

lake oswego, or: is this an orientation on how to use shrm?

SHRM Member Services: This is a great way to get more information about SHRM as requested by your peers and to ask questions about services that you are not as familiar. A great way to know more about SHRM is to surf our website, read HR Magazine and subscribe to HR Week. If you have specific SHRM questions you may also visit <http://www.shrm.org/help/faqlist.asp> A great overview of SHRM is also found at <http://www.shrm.org/about/> Thank you for your question!

Moderator: If you would like one-on-one personal assistance with your specific HR questions, please visit the SHRM HR Knowledge Center. As a SHRM member assistance provided by our staff of certified HR Knowledge Advisors is free. Visit, www.shrm.org/hrinfo for free assistance today!

Fort Worth, Texas: Can I earn HRCI recertification credits by renewing my SHRM membership?

SHRM Member Services: Yes. You can earn up to three hours for each full year you are a SHRM member during your recertification cycle. Membership to other national HR-related associations can earn up to two hours per year. These hours would be recorded in the Professional Membership category. Maximum credit hours in this category is 10.

Los Angeles, CA: What is the best way to contact SHRM members in other states when searching for information and online resources that local HR people know about? Recently, I had a project wherein I needed to confirm employment laws local to Chicago/local to the State of Illinois. I wrote to two SHRM members in Chicago but received no replies from either as to information or resources. Thanks!

SHRM Member Services: There are several ways to communicate and network with members. Member Directory - www.shrm.org/members SHRM Focus Areas - www.shrm.org/members You can also join a local chapter - www.shrm.org/chapters/#search HR Talk - <http://www.shrm.org/chapters/#search>

Boca Raton, FL: I noticed that the Annual SHRM Conference in June has an International Track. What other SHRM activities focus on international HR issues and services?

SHRM Member Services: Thank you for your question. We currently have a SHRM Global Conference that is held March 31 in Boston, Mass. The website for the conference is <http://www.shrm.org/conferences/global/> This is a great opportunity to learn more about international issues and to network with HR professionals. Also, you can become certified as a Global Expert through HRCI's GPHR courses. The GPHR exam assesses the international HR body of knowledge and is intended for HR professionals who develop and implement global HR strategies, manage HR operations overseas and oversee international assignment management. You may have simultaneous certification in GPHR and PHR or SPHR. More information on the GPHR can be found at www.hrci.org More international focus can be found through the SHRM Global Learning System which helps to prepare you for the GPHR exam. <http://www.shrm.org/learning/global/> Thank you for your question!

Baton Rouge, LA: Can you be a member of a chapter without being a member of the national organization?

SHRM Member Services: Membership in chapters and SHRM are separate memberships. The local chapters determine membership eligibility for their organization. Where the chapter is a 100% chapter, SHRM membership is required in order to belong to the local chapter. Please check with the prospective chapter to talk about their membership requirements or check their websites. Most of our chapters have information about local membership included in their website. For a complete listing of the local chapters, please visit www.shrm.org/chapters. From the drop down menu, select your state and then "submit". The chapters are listed in alphabetical order by the city in which they meet. If the chapter has a website, there is a link directly from the SHRM listing.

Moderator: This is a real time chat session, so please go ahead and submit your questions! We will answer as quickly as possible. There may be a bit of lag time, but we are here, ready for your questions.

Bowie, MD: Is it considered discrimination to require that employees be able to speak, read, and write in English, if they will be working with dangerous chemicals?

SHRM Member Services: Please contact the Knowledge Center at www.shrm.org/hrinfo to discuss this question with one of our Knowledge Advisors.

Tiffin OH: I am new to SHRM. Does the website provide examples of various forms needed for HR administration?

SHRM Member Services: SHRM provides an abundance of sample forms, policies, etc. We recommend that you have all your final documents reviewed by legal counsel. The sample documents can be found at the following URL - <http://www.shrm.org/hrtools/>

Moderator: Thank you for your questions, we're getting some great questions about SHRM membership and what you can receive as a member. Please note that this chat is meant to answer membership-related questions, not generic HR questions. For HR questions, please contact our Knowledge Center where HR Advisors are waiting to help! www.shrm.org/hrinfo - you can contact them via phone, email or live chat.

Moderator: A great resource online for sample forms, toolkits, articles, etc is at www.shrm.org/kc You will find tons of best practice examples, white papers and samples to help you avoid reinventing the wheel.

West Point, PA: Where specifically can I learn more about compensation training / networking?

SHRM Member Services: Compensation/Training and Networking resources can be found at our Focus Areas. Compensation information can be found at Compensation & Benefits Focus Area at <http://www.shrm.org/rewards/> The Focus Areas have articles, newswires, webcasts, White Papers and much more relating to specific topics. There are many articles that focus on all aspects of networking and a simple way to find them is to type "networking" in the search box on www.shrm.org If you are still unable to find your answer you can contact a SHRM Knowledge Advisor in an online chat, by phone or by email at <http://www.shrm.org/kc/> Thank you for your question!

Virginia Beach, VA: Do you have to be a SHRM member in order to tap into the Knowledge Center for answers on matters of discrimination, laws, etc.?

SHRM Member Services: Yes. It's a member benefit.

Sarasota, Florida: Do we as employers have to keep cold resumes and consider them as the solicited ones, or do we just recycle them?.

SHRM Member Services: Please contact the Knowledge Center for your specific resume question at <http://www.shrm.org/kc/> Knowledge Advisors are available to assist you via online chat, email or by calling SHRM at (800) 283-SHRM. Thank you!

vienna, virginia: I joined SHRM, but have not received anything from the local Virginia chapter about meetings and events. Is that a separate organization and if so, how do I join?

SHRM Member Services: You may wish to contact the local chapter directly. Please check out our listing of affiliated chapters at www.shrm.org/chapters. Select the name of your state from the drop down menu and then "select". The chapters are listed in alphabetical order by the city in which they meet. If you are in a location that straddles a state border, you may wish to check both states as the local chapter may meet in the opposite state from your location. If the chapter has a website, you may hyperlink from the SHRM listing to the chapter's website address. Chapters include membership information as well as information about meetings and events.

lake oswego, or: I see many example forms on this site - are these available for us to copy/edit to our needs?

SHRM Member Services: The sample forms on the website are available for you to copy/edit to your needs. We recommend that you have legal counsel review your final document before implementation.

Moderator: Interested in finding out what fellow HR professionals have to say? Visit our bulletin boards at www.shrm.org/hrtalk where you can post questions and find out others have to say.

Hartford CT: hOW DO YOU DETERMINE IF STATE OR FEDERAL LAW DETERMINES THE FMLA

SHRM Member Services: Thank you for your question. More detailed information regarding FMLA can be obtained by contacting the SHRM Knowledge Center at <http://www.shrm.org/kc/>

Moderator: Have a specific interest? Visit our focus areas in outsourcing, global HR, comp and benefits, HR technology and more... www.shrm.org/focusareas - they have specific newsletters, bulletin boards, articles and more.

Covington, GA: When an employee takes FMLA are they required to use sick and vacation time before going on unpaid leave.

SHRM Member Services: Thank you for your question. For specific FMLA questions please contact the HR Knowledge Center at <http://www.shrm.org/kc/> Knowledge Advisors are available to assist you via online chat, email or phone call.

Moderator: Have you participated in SHRM's webcasts? SHRM offers free webcasts on hot topics every week. www.shrm.org/webcasts. There are also videos and podcasts at www.shrm.org/multimedia.

Tiffin OH: Can you tell us what the most used resources are for your website?

SHRM Member Services: Some of our most utilized resources are: HR Knowledge Center - www.shrm.org/hrinfo SHRM Focus Areas - www.shrm.org/focusareas Sample Documents - www.shrm.org/hrtools Please visit www.shrm.org/memberkit to view the details of SHRM benefits and to discover which benefit will help you best.

Charlotte, NC: Does the chapter membership include access to the state information?

SHRM Member Services: Chapter membership includes benefits such as local networking and professional development and access to state information as it applies to state professional development opportunities. State legislative information may be shared through the legislative representative in the chapter or at the state council level. State legislative information is available through SHRM's governmental affairs department at www.shrm.org.

Moderator: If you would like one-on-one personal assistance with your specific HR questions, please visit the SHRM HR Knowledge Center. As a SHRM member assistance provided by our staff of certified HR Knowledge Advisors is free. Visit, www.shrm.org/hrinfo for free assistance today!

Great Falls, MT: As incoming president, I would like my members to experience the benefits of National Membership; drive the car before they buy. When I explored the SHRM web site I could barely see through the windows so It was hard for me to view the benefits. Can a one month free test drive be arranged?

SHRM Member Services: Thank you for contacting SHRM, SHRM offers limited access to the membership information online. Unfortunately, to view the information further they would need to become a member of SHRM.

Philadelphia, PA: Hi fellow HR Professionals. I have a question regarding ergonomics. My company just recently moved to a new facility with completely redesigned desk space and office set up than before. In many of my recent exit interviews, exiting employees have expressed concerns, that are ergonomically related. More specifically, they feel that the new desks that they are in make them feel separated from their other teammates. The new desk have higher walls and provide a more private sitting area. Whereas, the former desks allowed the employees to see each other throughout the day and ask questions and converse freely with one another? What I have noticed is that the morale is suffering because of this and other factors. Any cost effective suggestions on how we can remedy an ergonomic situation like this?

SHRM Member Services: Unless the new work spaces are easily adjusted to have lower walls, there really is no cost effective suggestion for this. I would contact the vendor who provided the new set up, and ask them if they have any cost effective solutions. If not, you might consider using instant messaging within groups, so they can communicate

more easily, or even possibly hold daily check in meetings, for a few minutes, so they can informally ask each other questions. There is also the possibility of increased productivity being created by this set up that you may not wish to give up. Good luck with it!

Crown Point IN: How do I get legal employment questions answered? This is an area I am weak in and would like to be more knowledgeable in employment law.

SHRM Member Services: SHRM has a variety of resources and tools on our website, www.shrm.org, with respect to the employment arena. You may also ask questions of our Knowledge Advisors in the Knowledge Center at www.shrm.org/hrinfo.

Olympia, WA: I'm new to SHRM, have a background in HR but worked out of my path for a while. Now job hunting due to layoff - any suggestions?

SHRM Member Services: By joining a local chapter you can network with other professionals in your area. Chapter information can be found at <http://www.shrm.org/chapters/> Also, many HR jobs can be found at our job posting website www.shrm.org/jobs More networking opportunities can also be found online through our bulletin boards.

Greensboro, NC: This has been an big anniversary year for our company. We held two large appreciation events; one for the employees and another for the customers. We did not hold our annual family day in the summer (which not many people came to last year), nor did we hold a Christmas party. I've heard some of the employees got mad and threw their own party in the name of the company. What did we do wrong? We gave away alot anniversary gifts, but even that did make up for it.

SHRM Member Services: Often the cause of employee morale issues is lack of communication on the part of the employer. Once employees get used to a perk, such as a summer or Christmas party, they will see it as a take away if the employer discontinues the practice without warning or explanation. In the future, I would recommend that you communicate with all staff the reasons for the change, and how you feel the new practice is much improved, and ask for any comments or suggestions if they are in disagreement. Good luck with it!

Mississippi: As a new entry into the field of HR: 1.where can I locate info on the website that would be most useful and 2.which upcoming conferences would be most helpful in gaining an overview of HR

SHRM Member Services: Welcome to the field! The website has a wealth of knowledge. A great place to start would be HR Basics under the Knowledge Center tab. Other resources might be the HR Generalist and Advanced Generalist seminars. We offer a wide variety of e-learning opportunities through our education department. Our annual conference is a popular conference for HR education. The 2008 conference will be held in Chicago in June.

Moderator: Are there any more questions about your SHRM Membership?

Moderator: That seems to be it for member questions today. If you have any additional questions, please contact shrmmember@shrm.org and we will get back to you.

mississippi: thank you for this opportunity

SHRM Member Services: You are very welcome and thank you again for participating in the Member Chat. Additional information can be found as always at www.shrm.org

Moderator: Thank you all for your participation! We hope this chat session has been helpful for you in making the most of your membership. If you haven't already, please visit the member resources webcast at www.shrm.org/memberresources. Thanks and have a great day!

Charlotte, NC: Is there any way to adjust the membership renewal date?

SHRM Member Services: The membership renewal date can be adjusted, depending on the reason. Please contact Member Care at 1-800-283-7476 option 3 for further information.

Los Angeles, CA: How often do you provide these chats? and can you get a one-on-one person to walk you through the benefits of the webpage?

SHRM Member Services: These chats are provided quarterly, but if a member has a question, they can always email shrmmember@shrm.org. While we don't have one-on-one assistance to walk you through the online benefits, the webcast does go through all the pages like an individual introduction to the website and all your member benefits: www.shrm.org/webcast/memberresources

Fairfax, VA: What are the implications if a company converts salaried employees at 40+ hrs to 3 day workers? Benefits will be affected and what else?

SHRM Member Services: This question can be better answered by SHRM's HR Knowledge Advisors: www.shrm.org/hrinfo or you can call them at (800) 283-7476, option 5. They are here to help with any HR-specific questions.

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