

AFFILIATE OF



SOCIETY FOR
HUMAN
RESOURCE
MANAGEMENT

ACHRA

Albemarle / Charlottesville HR Association

December 2004

From the Desk of the President

Greetings and happy holidays! 2004 has been a wonderful and productive year for ACHRA. Many of the goals we set out to accomplish have been met. We all have worked hard to "Serve the Professional and Advance the Profession". I would like to thank each of you for supporting our chapter and making it such a success. I would especially like to thank the 2004 board members for their enthusiasm and dedication to their volunteer positions. So here's thanks to:

Tess Schlemmer for her constant support and completing the revamp of the by-laws (whew!)

Amy Ezell for sharing her experiences and lending an ear when needed.

Deb Deuchar for keeping the finances straight, putting together the budget and always being the smiling face at the table.

Leslie Andrus for handling the Web and typing, scribing, deciphering, on, and on, and.

Paula Tomko for great programs, opening new doors and non stop energy and ideas.

Anita Hollands for handling the many, many duties of the membership committee and keeping us all accounted for at the state and national levels of SHRM.

Carolyn Fowler for her great contacts in the community and her professionalism.

Faye Giles and Andre Luck for putting on 2 very successful study groups, wonderful brown bags and handling many requests for job postings.

www.achra.org



Trish Owens for putting together superb newsletters and handling on-going marketing for ACHRA.

April Lockwood Beirne for sharing her experiences of student chapters, supporting the students, and helping out when needed.

Rudy Beverly for bringing diversity awareness to a new level and reminding us of the work still to be done.

Judy Blair for sharing her great business mind and HR experience, doing a wonderful job with sponsorship and helping out whenever we needed a hand.

In addition to all the work completed this year one of our greatest accomplishment has to be that we have such a wonderful group of board volunteers that have stepped up to the take over the reins for 2005. Best wishes to the new board and to all ACHRA members for a wonderful New Year. Peace and happiness to all.

GOT NEWS?

Want to share something with other ACHRA members? News, views, designations, etc. are all welcome.

Please email
Trish Owens
at
trishowens@aol.com
by March 1, 2005
for the March '05
newsletter.

Denise

2004 ACHRA President



"Thanks for a great year of leadership and dedication for all ACHRA members."

~2004 ACHRA Board

"It takes a lot of courage to show your dreams to someone else."

— Erma Bombeck

Welcoming the 2005 ACHRA Board!

If you have attended recent ACHRA meetings, you've had the opportunity to meet the 2005 incoming Board of Directors. But in case you missed that chance, here are the individuals who will hold volunteer leadership positions next year. They were inducted on December 14 by SHRM Virginia State Council representative Madeline Taylor.

Elected officers:

Tessy Schlemmer, President

John Beta, President-Elect

Clyde Amburn, Secretary

Deb Deuchar, Treasurer

Board members at large:

April Beirne - Student Relations

Rudy Beverly - Diversity

Faye Giles - Sponsorship

Anita Hollands - Membership

Barbara Kessler - Professional Development

Wendy Miller - Community Service

Debbie Mincarelli - Programs

Trish Owens - Marketing

Mike Terry - Programs

Tracy Via - Professional Development

We look forward to a great year working together to keep ACHRA strong and vibrant in 2005. Board members meet monthly in person to address issues and concerns and plan for the future, as well as our ongoing communication throughout the year, between meetings. As always, we ask our membership for continual input. Your Board of Directors is here to do their best in meeting the needs of you, our members.

So, at your next opportunity, please take a moment to introduce yourself to your board members.

We're all familiar, friendly faces!

ACHRA Bylaw Changes Accepted by Membership

During the last 18 months or so, the ACHRA Board of Directors has been working on revising our organization's bylaws. This is the principal document that governs our organization, so it is critical our bylaws meet our needs. Our goal in revising the bylaws was to simplify and clarify them so that they are a more useful tool in guiding the Board and membership in various functional areas.

Following is a summary of the most significant changes to the bylaws:

- Mission statement reduced in length and specific objectives no longer listed
- Charter members no longer listed
- Honorary member classification eliminated (for retired professionals)
- Non-solicitation policy added
- Membership dues payment due within first 60 days of calendar year to avoid membership suspension
- Annual membership dues amount established by Board of Directors annually
- Membership dues waived for Board of Directors during year in which they serve
- Officers begin terms upon installation in December
- Specific ad hoc committees no longer listed
- Annual Wage & Salary Survey references deleted
- Annual budget to be presented to membership during first quarter of the year
- Non-budgeted expenditures needing membership approval increased to \$500
- Section on chapter dissolution and disposition of treasury funds added
- Reference to repeal of Bylaws deleted - only amendment kept
- Bylaw amendments take effect the day they are voted in by membership

Many thanks go out to members of the 2003 and 2004 Board of Directors for working so diligently on this very difficult project. It was not an easy task and involved much worthwhile debate, but was a very necessary one so that our bylaws are now more clear and useable.

You can find the revised bylaws soon on our website www.achra.org or contact me by email at tschlemm@hotmail.com for a copy in electronic format.

Tessy Schlemmer

2005 ACHRA President

ACHRA Study Group Deemed a Success!

ACHRA held its second Study Group for the PHR/SPHR certification exam from September through December. We would like to send a heart felt thank you to the facilitators who shared their expertise and knowledge with the participants. The facilitators took the time to study the materials, review the slides and even give tests to the group. We know that these folks have very busy schedules, so your efforts are greatly appreciated. Special thanks to John Beta, SPHR, Mary Miller, JD, SPHR, Charlie Deathridge, SPHR, Mo Brown, Carolyn Fowler, SPHR, CCP, CBP and Randy Fulcomer. Also a hearty thanks to Lynn Russell and Christina Phillips at Adelphia Cable for hosting the Spring and Fall Study Group.

Professional Development Opportunities

HR 401: Management of Organizations will be offered at UVA during the Spring of 2005. This 3 undergraduate credit course is scheduled for Tuesdays from 6-9 PM starting January 25th. Location is TBA. The instructor is John Cortlett, Ph.D. Registration starts Monday, January 3, 2005.

Additionally, UVA's open enrollment professional development course is starting for Spring 2005. Registration for UVA's School of Continuing and Professional Studies starts Monday, January 3, 2005.

For more information on any of these course, call Barbara Kessler at 434.243.5337 or email Barbara at bkessler@virginia.edu

ACHRA "Cares"!

On Wednesday, September 29 five HR professionals presented a 3 ½ workshop to Thomas Jefferson Area United Way agencies and other Charlottesville-area non-profit staff. The workshop was a Community Service Committee project and supported the Laurence E. Richardson Day of Caring.

The workshop, "Quality Hiring: Do's and Don'ts and Practical Techniques" was organized and presented by ACHRA members: Judy Blair; John Beta, SPHR; Carolyn Fowler, SPHR, CCP, CBP; Faye Giles, PHR; and Tessy Schlemmer, SPHR. The workshop provided an overview of proven techniques to improve selection interviews. Participants reviewed a variety of types of questions that may be asked and those to avoid. Also reviewed were legal restrictions and practical interviewing techniques. There were 12 attendees.

ACHRA members provided a much-needed service by sharing HR expertise.

2005! *Becoming a Powerful Business Leader Series*



So popular in 2004 - We're bringing it right back in 2005!

Produced by the Charlottesville Regional Chamber of Commerce in cooperation with the Leadership Charlottesville Alumni Association. Facilitated by Russ Grieger, Ph.D. and Fred Fralick, Ph.D., the Center for Leadership Growth

The foundation of this eight-part series of professional enhancement seminars is that leadership must be measured against results. That is, when true leadership is present, there will be profit for the organization, pay off for the organization's customers, and satisfaction for the organization's people.

This powerful, action-oriented seminar series will highlight the eight critical leadership skills intimately linked to producing intended results. Participants will walk away from each session with tools they can immediately use, while also gaining an understanding of the principles behind them.

Put all eight sessions on your calendar now. Sign up for all eight and receive one session free of charge (Cost of each session is \$35.00 - the cost for the prepaid series is \$245.00). All sessions, but for the session Friday, May 27, will be held on Thursdays. All Sessions: 9:00 a.m. - noon

- January 20, 2005 - Creating A Meaningful Business Direction**
- February 24, 2005 - The Technology to Persuade and Influence Others To Follow**
- March 24, 2005 - Developing Teams That Work**
- April 14, 2005 - Emotional Control and Self-Discipline**
- May 27, 2005 - Becoming A Powerful Communicator**
- June 23, 2005 - Powerful Problem Solving and Decision Making**
- July 21, 2005 - Win-Win Conflict**
- Sept. 22, 2005 - Sustaining Drive, Dedication and Determination**

RSVP today: jann@cvillechamber.com or 434-295-3141.

"Thank you, Chamber, for Dr. Grieger's seminars. I have already implemented a number of his ideas in my company, to positive results. I will send many of my employees to future ones. These seminars would be well worth it at double the price."

Hal Hurka, President, Craftec, Inc.

"A great and valuable learning experience. There was so much useful information that I put to use."

*Lisa Decker, Front Office Manager,
Boar's Head Inn*

Workforce Diversity Programming in 2005

In medium to small job markets, much like that of Charlottesville, workforce diversity may not seem to have the impact that it has in more urban settings. This notion is false - workforce diversity is an important business objective for any organization. Why? The workforce is getting older, less white, and expanding for women, gays and lesbians, and for persons with physical/mental disabilities. Dimensions of diversity continue to expand beyond that of marital status, geographical location, education, income, personal appearance, age and generational differences. With these opportunities, business leaders will need to harness this diversity to remain competitive and to achieve business objectives.

As human resource professionals, our role will be to identify, develop and engage diversity programs to help businesses achieve their objectives. This does not mean that diversity is the *sole* responsibility of human resource departments, but that the profession must partner with business leaders to address diversity objectives. Working together, we can expand the definition of diversity beyond that of race, gender and age to encompass the fast changing global workforce.

During 2005, the ACHRA Diversity Committee will present speakers to help us understand our critical role in diversity management. Our guest speakers will examine the workforce through a multicultural lens, examining diversity as an inclusive approach to working with our employees and customers. The speakers will identify best practices and encourage ACHRA members to become leaders in diversity management issues. We will learn to think of diversity in broad strokes, moving away from comfort zones to ways of maximizing employee potential through understanding and self-awareness.

The Charlottesville workforce is changing. As human resource professionals, we can help our businesses and organizations adapt to achieve the long-term cultural change that focuses on utilizing the best talents of everyone. Learning to value of diversity provides the opportunity for all of us - gaining employees with improved self-management skills, motivation and increased job satisfaction. Join us in 2005 as we explore diversity and its importance to the greater Charlottesville workforce!

Rudy Beverly

Diversity Chair

2005 ACHRA General Membership Meetings

Update Your Palm

Mark Your Calendar

Enter Into Outlook

Take your pick, just don't miss out on the ACHRA programming for 2005!

Join us next year for:

January 11, 2005

HR Fiduciary Responsibility

Luncheon Meeting - Holiday Inn University Area

February 8, 2005

Are 360/270 Assessments Right For Your Organization

Breakfast Meeting - Holiday Inn University Area

March 8, 2005

Diversity Program

Dinner Meeting - Holiday Inn University Area

April 12, 2005

Diversity Program

Breakfast Meeting - DoubleTree Hotel

May 10, 2005

On-Line Education: Nirvana or Broken Promises

Breakfast Meeting - DoubleTree Hotel

June 14, 2005

Getting Invited into the Boardroom

Lunch Meeting - Holiday Inn University Area

Watch for more details on the programming topics throughout the year at meetings, newsletters and www.achra.org!