



## Business Partners

Your Human Resources (HR) business partner is someone dedicated to your department's specific needs when it comes to hiring, performance management, and other employee relations issues. We matched our team members' strengths with your business needs.

**Recruitment** - When you have a vacant position, you can expect to work with your business partner on:

- Job description, search plan to attract diverse candidates, and setting a salary range
- Interviews and selection process
- Appointment letters and new hire paperwork

**Employee Relations** - Issues range from everyday questions about benefits and Colby policies/procedures to the performance appraisal process and disciplinary measures. Your HR business partner can assist with employee concerns, explore options, and refer to helpful resources.

Business Partners		
Cora	Erica	Neal
Academic (Administrative)	Admissions	Academic (Hourly)
CFO*	Advancement	Athletics
Communications	DavisConnects	Bookstore
Dean of the College*	Financial Services (Admin & SFS)	Civic Engagement
General Counsel	Health Services	Dining
ITS	Library	Facilities
Museum	Summer Employment	Security
Provost		Temporary Employment (Other)
Temporary Employment (Music)		

  

By Department		
Department	Primary	Secondary
Academic (Administrative)	Cora	Erica
Academic (Hourly)	Neal	Erica
Admissions	Erica	Cora
Advancement	Erica	Cora
Athletics	Neal	Cora
Bookstore	Neal	Erica
CFO*	Cora	Neal
Civic Engagement	Neal	Cora
Communications	Cora	Erica
DavisConnects	Erica	Cora
Dean of the College*	Cora	Erica
Dining	Neal	Cora
Facilities	Neal	Erica
Financial Services (Admin & SFS)	Erica	Neal
General Counsel	Cora	Erica
Health Services	Erica	Cora
ITS	Cora	Neal
Library	Erica	Cora
Museum	Cora	Neal
Provost	Cora	Erica
Security	Neal	Erica
Summer Employment	Erica	Neal
Temporary Employment (Music)	Cora	Neal
Temporary Employment (Other)	Neal	Cora

\* Not otherwise specified