

HUMAN RESOURCES

MELISSA BEBER

Vice president, HR 531-MCC-2236 | mlbeber@mccneb.edu

Provides oversight to the Human Resources division to develop strategies regarding compensation, benefits, employee relations, organizational design, talent acquisition and compliance. Serves as first point of contact for employee relations situations, providing support to leadership and employees. Ensures all programs align with the strategic goals of MCC in order to attract high-quality staff and faculty.

HEATHER KELLN

Director, HR 531-MCC-2234 | hbkelln@mccneb.edu

Acts as a strategic partner to ensure all compensation and benefit programs, including well-being, align with the strategic goals of the organization and support the customer-focused workforce. Oversees the Human Resources information system to provide and maintain the online administration and reporting of employee information. Ensures that the performance management process is in alignment with organizational objectives.

JULIE NOHRENBERG

Coordinator of Benefits 531-MCC-2232 | **jnohrenberg@mccneb.edu**

Facilitates the offering of a competitive benefits package by administering benefit programs while providing education and awareness to staff and faculty.

Contact Julie if you have questions related to:

- Benefits enrollment
- Disability plans
- Family and Medical Leave Act (FMLA)
- Flexible spending accounts

- Health and dental plans
- Reasonable accommodation requests (ADA)
- Retirement plans

KARLA STOLTENBERG

HRIS and Compensation analyst 531-MCC-2235 | kstoltenberg@mccneb.edu

HRIS is the system that tracks MCC employees' information and provides reporting functions on that data.

Contact Karla if you have questions related to:

- Analytics and reporting
- Compensation support
- Employee data management

- Name changes
- Organizational chart maintenance



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CINDY CROY

HR associate 531-MCC-2231 | cacroy@mccneb.edu

Provides support to HR leadership team in addition to special projects associated with compensation, benefits and HRIS.

Contact Cindy if you have questions related to:

- Employee benefits support
- Employee education assistance

- Family and Medical Leave Act (FMLA)
- Workers' compensation

BETH HECK

Manager, Talent Acquisition 531-MCC-2249 | <u>bheck3@mccneb.edu</u>

Leads the development and execution of talent acquisition that will source, attract, retain and deploy talent across the organization to drive success and deliver on strategic organizational goals. Oversees the daily operations of payroll.

Contact Beth if you have questions related to:

- Assessment testing
- Interview support and job offers

• Talent acquisition needs

MARK SPIELMAN

HR generalist 531-MCC-2341 | mkspielman@mccneb.edu

Talent acquisition is primarily responsible for the recruitment and selection of faculty and staff positions while maintaining relationships with local, regional and national linkage agencies to ensure a diverse applicant pool.

Contact Mark if you have questions related to:

- Background checks
- Candidate sourcing
- Employee onboarding

- Hiring temporary staff
- HR Employee Portal support
- Screening committee support

ZENEE WOODARD

HR specialist 531-MCC-2233 | <u>zwoodard@mccneb.edu</u>

Provides support to the talent acquisition team.

Contact Zenee if you have questions related to:

- Adjunct faculty applicant support
- Background checks

• Form I-9 completion



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SONDRA ROSE

Payroll coordinator 531-MCC-2794 | crose@mccneb.edu

Responsible for all payroll processing and reporting functions.

Contact Sondra if you have questions related to:

- Semimonthly payroll
- W4

• Direct deposit

BOBBI STARK

Payroll specialist 531-MCC-2741 | <u>rjstark@mccneb.edu</u> Responsible for all payroll processing and reporting functions.

Contact Bobbi if you have questions related to:

- Biweekly payroll
- Kronos timesheets

- W4
- Direct deposit

GINA CRONICAN

Director, Employee Development 531-MCC-2606 | **gtcronican@mccneb.edu**

Leads the training and development of College staff by ensuring a variety of professional development course offerings and customized team/department training.

Contact Gina if you have questions related to:

- Career development opportunities
- Course development and materials

• New employee orientation

LYDIA SVENSEN

Training and Development associate 531-MCC-2135 | <u>lsvensen@mccneb.edu</u>

Provides support to Training and Development.

Contact Lydia if you have questions related to:

- Course registration
- Course surveys
- ELearning development

- Facilitator support
- HR compliance training
- Tuition waivers

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