



TALENT ACQUISITION COMPLIANCE SUMMIT

MAY 17-18, 2018 | DALLAS, TX



CENTER FOR
WORKPLACE
COMPLIANCE

Agenda

8:00 AM REGISTRATION AND PRE-CONFERENCE BREAKFAST BUFFET

9:00 AM PRE-CONFERENCE SESSION: AN ORIENTATION TO TALENT ACQUISITION COMPLIANCE - PART 1

This pre-conference session is a must for all first-time TACS attendees, and a valuable refresher for even the most experienced talent acquisition professional, compliance practitioner, and in-house employment lawyer. This fast-paced overview introduces and defines all of the key terms related to talent acquisition compliance, from affirmative action to underutilization, including:

- ✓ Job seekers, applicants, candidates, and internet applicants
- ✓ Basic, minimum, and preferred qualifications
- ✓ Affirmative action, diversity, and equal employment opportunity
- ✓ Recruitment and selection
- ✓ "Protected" groups
- ✓ Diverse candidate slates
- ✓ Underutilization, hiring goals, and benchmarks
- ✓ Steering
- ✓ Statistical significance, step analyses, and adverse impact

10:15 AM BREAK

10:30 AM PRE-CONFERENCE SESSION: AN ORIENTATION TO TALENT ACQUISITION COMPLIANCE - PART 2

12:00 PM NETWORKING LUNCH

1:00 PM WELCOME

1:15 PM ARE YOUR SALARY HISTORY QUESTIONS CAUSING A GENDER WAGE GAP?

Do your talent acquisition workflows include questions about salary history? Or encourage job seekers to share their salary expectations or requirements? Could these common TA practices be causing or contributing to pay discrimination risks? This session will explain the gender pay gap, examine its legal implications, and explore a few ways that TA professionals can help mitigate the legal and public relations risks it creates.

2:15 PM JUST RIGHT: A GOLDBLOCKS GUIDE TO EFFECTIVE DISPOSITION CODES

Knowing when and why job seekers "fall out" of the selection process is critical to explaining an employer's selection decisions, and to defending those decisions before skeptical workplace regulators, plaintiffs, and juries. In almost every case, disposition codes and reasons serve as the main source for this key information, but unfortunately, they often leave many of the most important questions unanswered. This session will discuss the challenges employers face in developing an effective disposition code menu and offer practical suggestions for developing and implementing a disposition code menu that's "just right."

3:15 PM BREAK

3:30 PM THE COMPLIANCE IMPLICATIONS OF RECRUITMENT PROCESS OUTSOURCING (AND HOW YOU CAN MANAGE THEM)

Think recruitment process outsourcing will offload your TA compliance requirements and risks? Think again. While RPO arrangements can be effective in controlling costs and bringing greater consistency to recruitment and selection processes, they don't "absolve" client employers of their core compliance obligations. This session will identify the key questions employers need to ask their RPO partners to effectively manage compliance and diversity requirements and risks.

4:30 PM TA SYSTEMS ROUNDTABLES

Wrestling with a specific ATS or CRM implementation, integration, or compliance issue? Bring your platform-specific questions, problems, and challenges to our open forum sessions and learn how your peers are solving them.

5:30 PM WELCOME RECEPTION

7:30 AM **BENCHMARKING AND STRATEGY EXCHANGE BREAKFAST**
Start the day early with our facilitated benchmarking and strategy exchange on TA compliance and risks. Engage your peers on anything and everything related to the talent acquisition process, from basic forms and systems to social media, big data, and artificial intelligence.

TA COMPLIANCE POLICY AND PRACTICE TRACK
Our TA Compliance Policy and Practice sessions examine some of the vexing recruitment and selection challenges facing employers and offer practical solutions for managing them.

9:00 AM **EMERGING TECHNOLOGIES: HOW “BLIND RESUMES,” AI, AND OTHER TECHNOLOGIES ARE CHANGING TA COMPLIANCE**
Advances in technology always outpace regulatory and compliance frameworks, and the talent acquisition field is no exception. As innovations such as blind resume systems, social media recruitment platforms, and artificial intelligence tools seek to improve the quality of the TA process, they also push the limits of established compliance requirements. This session will highlight how some of these technological advances intersect with the law, and offer suggestions for how employers can stay ahead of the compliance curve when adopting them.

10:00 AM **COMPLIANCE ON CAMPUS: GUIDELINES FOR CAMPUS RECRUITMENT AND SELECTION**
College recruitment programs can take many forms, each of which can trigger unique record-keeping and compliance requirements. This session will examine the most common college recruitment practices, identify how they implicate fundamental compliance and recordkeeping requirements, and offer practical guidelines employers can follow to minimize campus recruitment compliance risks.

11:00 AM **OUTSIDE THE ORDINARY: COMPLIANCE GUIDELINES FOR EVERGREEN, DIVERSITY, AND OTHER “ATYPICAL” REQUISITIONS**
For some TA professionals, the “typical” one-job-one-requisition model for filling open positions is anything but. As the use of evergreen, pipeline, volume, diversity, and other requisitions becomes more common, employers need to ensure their compliance mechanisms can adapt. This session will feature a discussion of these atypical processes and offer real-world guidance on how employers can keep them on the right side of what compliance rules require.

TA COMPLIANCE BOOT CAMP TRACK
Our TA Compliance Boot Camp sessions explain how compliance requirements and risks impact the day-to-day tasks of TA professionals.

9:00 AM **PART 1: SOURCING AND RECRUITING**
Starting with the beginning of the TA lifecycle, Part 1 of our TA Boot Camp will identify the specific requirements and risks that apply to sourcing and recruitment, from affirmative action and diversity outreach to mandatory job listing, social media recruitment, and forming diverse candidate slates.

10:00 AM **PART 2: SCREENING AND REFERRING**
In Part 2 of our TA Boot Camp, we’ll explain how to avoid the many pitfalls that await TA professionals when screening and referring job seekers for further consideration, including the proper use of basic qualification and interest screens, data management techniques, dispositions, and uniform and consistent application of defensible selection criteria.

11:00 AM **PART 3: FILLING (AND CLOSING) THE REQUISITION**
Wrapping up the selection process by correctly filling and closing a requisition is just as important to demonstrating compliance as what you did along the way. Our final TA Boot Camp session will explain how to dot the “i”s and cross the “t”s when closing a requisition to nail down the remaining compliance requirements that apply at the end of the TA lifecycle.

12:00 PM **WRAP UP AND CLOSING REMARKS**

12:30 PM **CONFERENCE ADJOURNS**

CONTINUING LEGAL EDUCATION

CWC intends to apply for CLE credit in select jurisdictions for our 2018 Talent Acquisition Compliance Summit. In addition, attorneys in attendance may be eligible to receive CLE credit through reciprocity or attorney self-submission in other states.

CLE Financial Aid Policy - Illinois: CWC may, at its discretion, waive the course fee for any attorney, member or non-member, who wishes to attend an Association program, but for whom the cost would be a financial hardship. Requests for tuition waivers along with an explanation of hardship must be received in writing at least seven days before the program via email at info@cw.org. Requests for tuition waivers cannot be accepted at the door.

SHRM & HRCI CERTIFICATION

CWC, an approved SHRM recertification provider and HRCI approved provider, intends to apply for recertification credit with each of these organizations for our 2018 Talent Acquisition Compliance Summit.

REGISTRATION

The registration fee for CWC's 2018 Talent Acquisition Compliance Summit is:

DATE	MEMBER / NON-MEMBER
Through April 15:	\$449 / \$549
April 16 and after:	\$500 / \$600

LODGING

The Fairmont Dallas
1717 N Akard St
Dallas, TX 75201

<https://aws.passkey.com/event/49118496/owner/8154/home>

CWC's group rate \$209/night is available through April 18th. Reserve online or by calling 866-540-4427.

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SPONSORSHIP OPPORTUNITIES

Contact Samantha Wittie at swittie@cw.org or 202-629-5633.

CANCELLATION POLICY

A full refund or credit toward another CWC program will be issued if written request is received at least 30 days prior to the start date of the program. A 50% refund or credit toward another CWC program will be issued if written request is received between 15 and 30 days prior to the start date of the program. Refunds will not be given if cancellation is received fewer than 15 days prior to the start date of the program. Registration may be transferred to another individual from the same company at no cost at any time.

Failure to notify CWC of a cancellation before the deadlines described above will result in no portion of the registration fee being refunded. With the exception of transfers for the same event to another person from the same employer, credits to a future CWC program will not be offered. Refunds for cancellations are processed after the program is completed.

QUESTIONS?

Contact Samantha Wittie at swittie@cw.org or 202-629-5633.