Date: 4/17/2015

Just a reminder that the Position Management briefings are coming up next week at the Konover Auditorium in the Dodd Center. Dates are below:

- Monday, April 20 from 9:30-10:30am
- Wednesday, April 22 from 9:30-10:30am
- Wednesday, April 29 from 1:30-2:30pm

The presentation slides are attached for your review. Please feel free to print them ahead of time if needed, as we will not have copies at the briefings.

Over the next several months there will also be focus groups and drop-in sessions scheduled to collect user feedback, answer questions, and clarify business processes.

If you are unable to attend the briefings but have questions, online materials will be available after go-live. Please note the following resources:

**Business process, position #, or reporting questions:**

- Your assigned Budget Analyst or email budget@uconn.edu
- Budget Office website http://budget.uconn.edu/ (with links to FAQ’s and sample scenarios)

**System or technical questions:**

- Recruiting Solutions website http://www.hr.uconn.edu/RS91/index.html
- The Recruiting Solutions help desk (486-3033) hrsearchfeedback@uconn.edu
- Help menu within the application

We look forward to seeing you next week.

-Position Management team
I am pleased to announce some upcoming changes and enhancements that will take place within the Peoplesoft Recruiting Solutions system (RS 9.1). A position number field will be added to the job opening and audit waiver screens to give users the ability to track positions and refills. At go-live, only current employees and current job openings will be assigned a new unique position number. This initial position tracking will eventually evolve into a full position management tool.

This project has strong leadership support as well as input and contributions from a large implementation team including representatives from Budget, Human Resources, UITS, Payroll, and the Provost’s Office.

We anticipate going live on April 27, 2015 with a pilot version. Over the next few months our team will continue working with departmental representatives collecting feedback, answering questions, and providing training.

Position Management will ultimately provide many benefits to departments, divisions, units and central offices with minimal effort from departments. Some of the benefits include:

- A systematic was to report on and track vacancies for managers at all levels University-wide
- Eliminating departmental shadow systems and/or manual tracking methods for positions
- Giving departments a systematic way to budget for positions
- Tracking refills for specific groups of people entering and exiting the University (i.e. Retirement Incentives, Faculty Hiring Plan, etc.)
- Ability to conduct trend analysis on position classification, budgeting and utilization

Informational/training sessions will be held starting in mid-April. All sessions will be held at the Konover Auditorium in the Dodd Center and the dates are currently scheduled as follows. Feel free to attend any session.

- Monday April 20 from 9:30-10:30
- Wednesday April 22 from 9:30-10:30
- Wednesday April 29 from 1:30-2:30

Some Frequently Asked Questions are attached for reference. Please contact your Budget Analyst with further questions.