Recruiting Working Group

Date 8/8/2023
Meeting Time 3:00 – 4:30
Attendance:

Aguon, Tia	Steinle, Carly	Gomez, Christina
Gonzales, Derek	Dominguez, Melissa	Bettsy, Hucker
Foster, Joni	Bading, Joy	Kelly, Alexandra
Declue, Kahlei	Mathis, Shannon	Ho, Melinda
Michalek, Alicia	Berry, Sharissa	Everett, Sydney
Townsend, Valerie	Bowden, Rita	Guillen, Sarai
Donnel, Sarah	Prejean, Allie Marie	Ramirez, Jody

1. Review Open Action Items
- New disposition reason "Accepted another position" – HAC approved
- External Candidate Reference Check business process – HAC approved
- New close requisition reason- Off-cycle HAC approval needed

2. Discussion:
- Unpost/Repost process to run this week to change language on job postings from "Equal Opportunity/Affirmative Action/Veterans/Disability Employer committed to diversity." to "Equal Opportunity/Affirmative Action/Veterans/Disability Employer." per OGC. Language changes need to be in place by 9/1/23.
  - EIB to update and repost job listings scheduled for 8/10/23

- Legislative Changes effective 9/1/23
  - Veteran Employment Preference now Military Employment Preference
    - Reviewing in the coming weeks and slated for normal release on 8/31/23
  - New categories to be added to primary questionnaire

- Changes/updates from Workday
  - 2023R2 will be delaying approved releases for the next 3 weeks
  - Career worklet removal- delayed until 2024R1
    - Researching new worklet functionality to be ready for removal

- New disposition reason requested when candidate withdraws due to salary not meeting their expectations: "Withdrew- salary insufficient for candidate"
  - Several members asked for the reason to be added to both interview and offer steps
  - 14 voted in favor and none opposed

- Revise Change Job "step routing"
  - Specify who can initiate staffing events that autocomplete from Workday Recruiting
    - 12 voted in favor and 1 opposed

Use of Primary Recruiter security role

  - Creates a role for specific requisitions to have a primary recruiter. Steps will still go to all applicable roles.
    - 10 voted in favor and none opposed

- Adding "Active Job Applications" to Candidate Profile for Recruiting Partner/Coordinator/View Only, HR Partner/HR Contact/View Only roles.
  - Can only see other job applications within the users system member
    - Some concern about certain roles being able decline applications, specifically Coordinators or HR Partners
    - 8 voted in favor and none opposed

- Remove Manager ability to take action from the grid
  - Issues with managers taking action and causing problems
  - Ask if managers can still bundle resumes with this change
  - 12 voted in favor and none opposed

- Screen step that routes to Manager
  - turn off notifications
  - turn off inbox items (removes the ability of the Manager to move candidates forward from Screen)
    - 7 voted in favor and none opposed

- Issues with Prairie View having new hires unable to complete onboarding before their start date or they complete early onboarding work and it needs to be rescinded before the BP will kick off properly.

      o Other members have not experienced similar issues, suggested sending ticket into support for staffing to review.

3. Next Steps and Action Items

- Researching and implementing voted on changes with highest priority being removing manager ability to take action from the grid
- Next meeting October 2023