



### **A message from Jeanne Durr, AVP for Human Resources About HCM and the New Recruitment Module**

We have received feedback, both positive and negative, about the new Recruitment module in HCM. I would say that the module works both as designed and configured. It appears to work well for some, while being the source of major consternation for others. We have heard your communications loud and clear.

For several of our employees who mentioned specific problems they are experiencing with the system, we have already reached out personally to identify issues and fashion solutions. One benefit of the system is that we can see where every applicant for every search is in the process. We can determine when position requisitions were created, where approvals are, when applicants submitted their applications, whether applications were complete or not, when offers were made, and when additional hiring paperwork was completed. From this information we can see if we have regular bottlenecks within departments or with individual approvers. This allows us to reach out to provide additional instruction or guidance.

There are aspects of the process that are headaches for all of us. The multiple emails that track and notify you of the progress of each and every applicant are excessive. When we turned on the system several months ago, many managers thought they wanted these emails. Now very few think they are a good idea. Newly released reports allow easy access to applicant status. The Recruitment team met both Wednesday and Friday to discuss next steps. We will identify the communications that are being sent out, and will test in our development environment to ensure we can shut these down without impacting the integrity of the system.

Approvals are also onerous, and we will be reviewing where we might streamline them as we move through June into the new Fiscal Year.

The HR and Payroll staff welcome questions and requests for assistance. While we have return email messages that advise we are working on the balance of the HCM implementation, we can typically return calls and messages within a few hours. Please feel free to contact us through the Help Desk, which can answer basic questions or direct you to the appropriate HR or Payroll professional.

As always, we appreciate your understanding and patience.

#### **Resources**

- [HR Website](#)
- [Employee Handbook](#)
- [WyoCloud Home](#)

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