

# SEPTEMBER 2023 MONTHLY UPDATE



# gvsU Need to Know

Beginning in January, the <u>Hiring Approval Form</u> and PageUp will no longer be used for recruiting and hiring. Creating a <u>job requisition</u> in Workday will be required to hire for any position/job. Please contact your <u>HR Business Partner</u> with questions.

## **Leadership Corner**

Join our <u>Workday for Managers</u> Zoom meeting on September 30 to learn about what will be different with Recruiting and Hiring when we transition to Workday in January.





#### **Project Update**

Thank you to all who attended the Workday Town Hall on September 12! We covered key changes, training information, and <u>Workday</u> beyond Jan. 2024. Visit the <u>Town Hall recap</u> to review the information presented and watch the recording.

### **Upcoming Activities**

As we transition from Banner to Workday we will need to stabilize our data sources. A number of personnel and financial processes will be suspended in advance of the January go-live. Of note, the suspension dates overlap with existing periods of inactivity due to university holidays and campus closures. For more details on these process suspensions, check out <u>Workday Key Dates</u>.



The Workday <u>Training</u> schedule will be released next month. Prepare now by reading <u>Change Guides</u> and <u>Info Pages</u>.



#### **More Info**

Finance and HR activities currently performed in Banner Finance and related systems will transition to Workday when Workday Core Platform goes live in January 2024. Explore the <u>system list</u> to see some of the most common activities and systems expected to be impacted.

#### **Helpful Resources**

Check out the <u>Workday @ GVSU Website</u> for more information. <u>Contact us</u> with any questions!



Thank you for your continued support,

Gregory J. Sanial, VP for Finance & Administration Executive Sponsor, Workday

Katherine Fay, Director of the Project Management Office Department Sponsor, Workday



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