

# Recruit Release Notes Changes Launching 2019-11-14

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Submit demographic survey - not yet submitted

The principal purpose for the requested information is to meet the University's legal obligation as a Federal contractor. The information you provide will be kept confidential and will only be used as specified below.

**Policy statement**

The University of California prohibits discrimination against or harassment of any person employed by or seeking employment with the University on the basis of race, color, national origin, religion, sex, gender, gender expression, gender identity, pregnancy, physical or mental disability, medical condition (cancer-related or genetic characteristics), genetic information (including family medical history), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services (as defined by the Uniformed Services Employment and Reemployment Rights Act of 1994).

The University of California is an affirmative action/equal opportunity employer. The University undertakes affirmative action to assure equal employment opportunity for minorities and women, for persons with disabilities, and for covered veterans. University policy is intended to be consistent with the provisions of applicable State and Federal laws. Inquiries regarding the University's equal employment opportunity policies may be directed to: Director, Diversity Office, 1234 UC St., Oakland, CA 12345-1234. Phone: (123) 456-7890. Email: fake-diversity-office@fake.uc.edu.

**Privacy notification statement** (Revised August 23, 2018)

The State of California Information Practices Act of 1977 requires the University to provide the following information to individuals who are asked to supply personal information about themselves.

The principal purpose for requesting the information on this form is to comply with the following Federal requirements: (i) Title VII of the Civil Rights Act of 1964, as amended; (ii) Executive Order 11246, as amended; (iii) Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended; (iv) Section 503 of the Rehabilitation Act of 1973, as amended; (v) Title IV of the Higher Education Act of 1965, as amended (20 USC 1094 (a) (17)); and (vi) Section 490 of the Higher Education Amendments of 1992 (PL 102-325), as well as relevant implementing regulations.

The information supplied on this form is kept confidential from unauthorized persons. The information will be aggregated and used for required aggregated workforce data reporting to the federal government and for internal workforce statistical analysis, reporting, and outreach. It will be given to government agencies responsible for civil rights laws only when requested, or as otherwise required by law. The aggregated workforce data serves as a tool to the administration of campus equal employment opportunity/affirmative action and human resources programs. In addition, the University will perform basic research for the purposes of understanding and improving workforce diversity at the University and higher education institutions nationally. The information supplied on this form will be used only as described.

Furnishing the information requested on this form is voluntary. There are no penalties for not providing information.

Individuals have the right to review their own records in accordance with the University's policies. The University's policies regarding access to records can be obtained from campus or Office of the President.

The University offices responsible for maintaining the information supplied on this form are the Office of the President, the Office of the Vice President for Academic Affairs, the Office of the Vice President for Financial Affairs, the Office of the Vice President for International Affairs, the Office of the Vice President for Legal Affairs, the Office of the Vice President for Student Affairs, the Office of the Vice President for University Relations, the Office of the Vice President for Workforce Development, the Office of the Vice President for Workforce Management, the Office of the Vice President for Workforce Planning, the Office of the Vice President for Workforce Training, the Office of the Vice President for Workforce Development, the Office of the Vice President for Workforce Management, the Office of the Vice President for Workforce Planning, the Office of the Vice President for Workforce Training.

**Individuals Located Outside of the United States.** If you are located outside of the United States, then your submission of this form indicates your consent to the University using the personal information you provide on this form for the purposes described herein. Your submission of this form also indicates your consent to the transfer of the information you provide on this form to the University's locations in the United States. Please be aware that the United States may not guarantee the same level of protection for personal data as the country in which you reside. In addition, if you are located in the European Economic Area, then you may learn about your rights under the EU General Data Protection Regulation ("GDPR") by reviewing our [Privacy Policy](#). If you have any questions, please contact the UCOP Privacy Compliance Manager at [ecas@ucop.edu](mailto:ecas@ucop.edu), (510) 987-0479.

## Sexual Orientation & Gender Identity

The **Privacy and Policy** statement has been updated to include the new contact information for UCOP so applicants know who to reach out to if they have questions about why we are asking for sensitive P4 data.




## Approvals

As part of the ramp up to the “request changes” enhancement, **we’re highlighting the decision that each approver made.** The Approvers grid has been updated with a new Decision column that will display the icon, decision, and timestamp made by an approver, instead of hiding this information in a tooltip. There is also a color hint on the left side of the column to match the approval step. This update will be visible on all new and existing approvals.

**Approval Request**

**Approved** Approved Plan for Demo Aug 21 2019 (JPF00314)

Approvers -- 3/3 required have approved [Notify approvers](#)

Decision	Step	Person
 Approved Aug 21, 2019 at 11:39am	Committee Chair <a href="#">Review</a>	Required Darkwing Duck < <a href="mailto:aroby@darkwing@ucd.edu">aroby@darkwing@ucd.edu</a> >
 Approved Aug 21, 2019 at 11:39am	Dean's Analyst <a href="#">Review</a>	Required Darkwing Duck < <a href="mailto:aroby@darkwing@ucd.edu">aroby@darkwing@ucd.edu</a> >
 Approved Aug 21, 2019 at 11:39am	Diversity Office <a href="#">Review</a>	Required Darkwing Duck < <a href="mailto:aroby@darkwing@ucd.edu">aroby@darkwing@ucd.edu</a> >

[+ Add step](#) [X Reorder steps](#)

Comments -- 3 [Add a comment](#)

Approved Demo Aug 21 2019 (JPF00314) (8/21/2019 at 11:38am) as Dean's Analyst  
- Darkwing Duck • Aug 21, 2019 at 11:39am

Approved Demo Aug 21 2019 (JPF00314) (8/21/2019 at 11:38am) as Diversity Office  
- Darkwing Duck • Aug 21, 2019 at 11:39am

Approved Demo Aug 21 2019 (JPF00314) (8/21/2019 at 11:38am) as Committee Chair  
- Darkwing Duck • Aug 21, 2019 at 11:39am

[Done](#) Submitted for approval Aug 21, 2019 at 11:39am by Darkwing Duck

**Add role for user**

\* User  
darkwing

\* Role  
Diversity Analyst

\* Resource type  
Tool School Department Recruitment Waiver request Exemption request Committee

Resource  
Please make a selection

[Add user role](#) [Cancel](#)

## Recruitments

The **Diversity Analyst** role has been updated to allow access at the school and department level. The Diversity Analyst will only have access to the data within their assigned level (Tool, School, or Department).

Hello Anne Alyst,

The following 2 applications' anticipated start dates have now passed.

Please check the payroll system to see if they're present there. If they are, please update their status to "Hired". Otherwise, please update their application to reflect what happened.

**Penny Marshall**  
In [America \(JPF01593\)](#)  
Department: Art Department  
Status: Proposed candidate  
Anticipated start date: Nov 8, 2019

New

**Carrie Fisher**  
In [Bridge Over Troubled Waters \(JPF01579\)](#)  
Department: Paul Department  
Status: Soft offer extended  
Anticipated start date: Oct 18, 2019

For your convenience, [this workspace](#) will list all the applications you can see whose anticipated starts dates have passed.

#### Why am I getting this email?

You are receiving this reminder because you are the most recently active analyst in these recruitments. This weekly reminder makes it easy for you to keep application statuses up to date. Applications with a final status won't show here, nor will applications in concluded recruitments.

## UCI

**Art Department**  
1 application

**Paul Department**  
1 application

**Newest**  
Nov 8, 2019

**Oldest**  
Oct 18, 2019

A reminder email with the subject line “[UC Irvine Recruit] Did these candidates actually get hired?” will be sent out to a single analyst every Monday when an applicant’s anticipated start date has passed and their status has not been updated to “Hired”. Applications with final status or applications in concluded recruitments will not be included in the email. The email includes the name of the applicant, department, a link to the JPF, their status, and anticipated start date to help review the payroll system and update it accordingly.

## Waivers & Exemptions

New Coordinators of Public Program series titles including a WOS title were added to the Recruit system for use with waivers and exemptions. In addition, we removed LPSOE title codes. These were provided in an attachment for the Academic Title Code Issuance.

## Bugs & stuff

- Updated the online help documentation to include the new Disability Status Data Analyst role.
- Fixed an issue that prevented editors from updating applications in bulk.

### Proposed appointment

Only add the appointments for which the search waiver is being requested. Appointments that do not require a search waiver should not be added.

#### Proposed appointment 1

Remove

\* Department

Olive

\* Title

003561: ASST COORD PUB PROG NON REP

coord pub

003556: COORD PUBLIC PROG I NON REP

003557: COORD PUB PROG NON REP

003558: COORD PUBLIC PROG

003559: ASSOC COORD PUB PROG NON REP

003560: ASSOC COORD PUBLIC PROG

003562: ASST COORD PUBLIC PROG

Save changes Cancel