**From:** UGA Administrative Memos [mailto:adminmem@UGA.EDU]
**Sent:** Friday, March 30, 2018 8:01 AM
**To:** ADMNDIRECTORS-L@LISTSERV.UGA.EDU
**Subject:** Consolidation of FacultyJobs and IPAWS

TO:                  Vice Presidents, Deans, Directors and Department Heads

FROM:             Sarah Covert, Associate Provost for Faculty Affairs

           Juan Jarrett, Associate Vice President for Human Resources

RE:                   Consolidation of FacultyJobs and IPAWS

As the OneSource Project is planning for the implementation of PeopleSoft’s Human Capital Management System in January 2019, Human Resources is working to consolidate FacultyJobs and IPAWS into one instance of PeopleAdmin by July 2018. This consolidation is necessary to enable PeopleAdmin HR employee data (name, demographic info, position, department, etc.) to feed directly into PeopleSoft.

A process called “Position Management” will be implemented in FacultyJobs when it consolidates with IPAWS in July. Position Management has been utilized in IPAWS for staff positions for many years, but this will be the first time this process will be used for faculty positions. Graduate and post-doctoral positions also will utilize position management. Benefits of using PeopleAdmin’s Position Management functionality for UGA positions include:

* Ability to integrate PeopleAdmin and PeopleSoft, thereby reducing redundant entry of employee data in various systems (note that the WebDFS personnel document will be required from July-December 2018 pending implementation of PeopleSoft HCM in January 2019);
* Ability for units to update a position at any time, including changes to an employee’s duties and responsibilities, reports to structure (supervisor) and funding source(s);
* One applicant portal for all UGA positions;
* One point of entry for units to manage all of their UGA positions, including posting, applicant tracking and hiring proposals. Users will log in to this entry point with their UGA MyID and password.

Human Resources has charged a FacultyJobs Position Management Advisory Team composed of representatives from various units to prepare for the implementation of Position Management for faculty positions. This team will call on other stakeholders to assist with user testing and provide feedback prior to implementation.

We will provide more information to the campus community as we proceed with this project. If you have any questions in the meantime, please contact Mike Gorman at 706-542-7332 or mgorman@uga.edu.

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*Administrative Memos are coordinated through the Office of the Senior Vice President for Academic Affairs and Provost. For more information, contact Sam Fahmy at**sfahmy@uga.edu**.*