



STARS System and Business Process Update

Subject: STARS HR Requisition System –
New Functionality and Release 10 Upgrade
Date: August 9, 2007

We have added a new field onto all of the job requisition templates. This new field is called “**Searchable Job Family**” and it has been added to provide the hiring departments with the ability to determine for themselves the particular job family or families under which their posted position will fall for candidate searching purposes on the posting Gateways. This new field is required.

We had to rename the "Job Family" as "Reporting Job Family". The Reporting Job Family field remains uneditable by hiring departments, as it is the field that pulls into our Affirmative Action and other reports.

These changes were put in place on Wednesday evening, 8/8/07, so you will be prompted to complete the new required field when creating or editing existing requisitions. It is recommended that you select the same job family designation that appears in the Reporting Job Family field, unless instructed differently by the hiring department.

The new Searchable Job Family field will be functioning on the Gateways shortly after the close of business on Friday, 8/10/07.

Kenexa Recruiter BrassRing Release 10 - Available August 13th:

Kenexa, our STARS applicant tracking system vendor, is upgrading to Release 10 over this weekend. There will be no downtime or beta site. The STARS Support Team members are working with Staffing Office colleagues to determine the new features we will be using. As we roll out these changes you will get notified via STARS Support Team messages.

Release 10 will include expanded platform support:

- Candidate Experience: MS/IE 7 (already done), Win/Firefox 2, Mac/Firefox 2
- Recruiter/Hiring Supervisor Experience: MS/IE7 (already done), Win/Firefox 2, Mac/Firefox 2 (1st Mac support - YEAH!!!!)

Please notify the STARS Support Desk (stars@yale.edu) with any problems you experience next week.