

## STARS System and Business Process Update



**Subject:** Requisition Form List of Values  
**Date:** April 11, 2007

Yesterday it was reported that the List of Values for two required fields on the STARS Requisition Form was not working:

- University Mail Code
- Home Organization Number

We are unrequiring these fields so you can continue creating Requisitions. You will not be able to input into these fields. Please leave these fields blank. Human Resources will be responsible for updating these two fields when the List of Values becomes available.

Yale is working with the software vendor to get the List of Values back up and running and we expect it to be resolved within 48 hours. You will be notified when this issue has been resolved.

We are aware of three other non-required fields whose List of Values is not working as well:

- C&T Time Entry Org (if different than Home Org Number)
- Incumbent Job Title
- If this is a research support position, what is the name of Principal Investigator (Last Name, First Name)

Feel free to share this e-mail with others who may need this information. If you have any questions or comments, please contact the STARS Support Desk at 432-6850. Updates will be posted at: <http://www.yale.edu/its/status> .