

ARO

AGILE RECRUITING & ONBOARDING

Project Update, March 2017 – University Council

A MISSION TO ADVANCE & SUPPORT MSU STUDENTS AND RESEARCH

Mission Statement:

To support and advance Michigan State University student success and faculty research through an efficient and effective recruitment and hiring process that yields high-quality faculty, academic staff and support staff in a timely manner.

KEY GOALS & OBJECTIVES

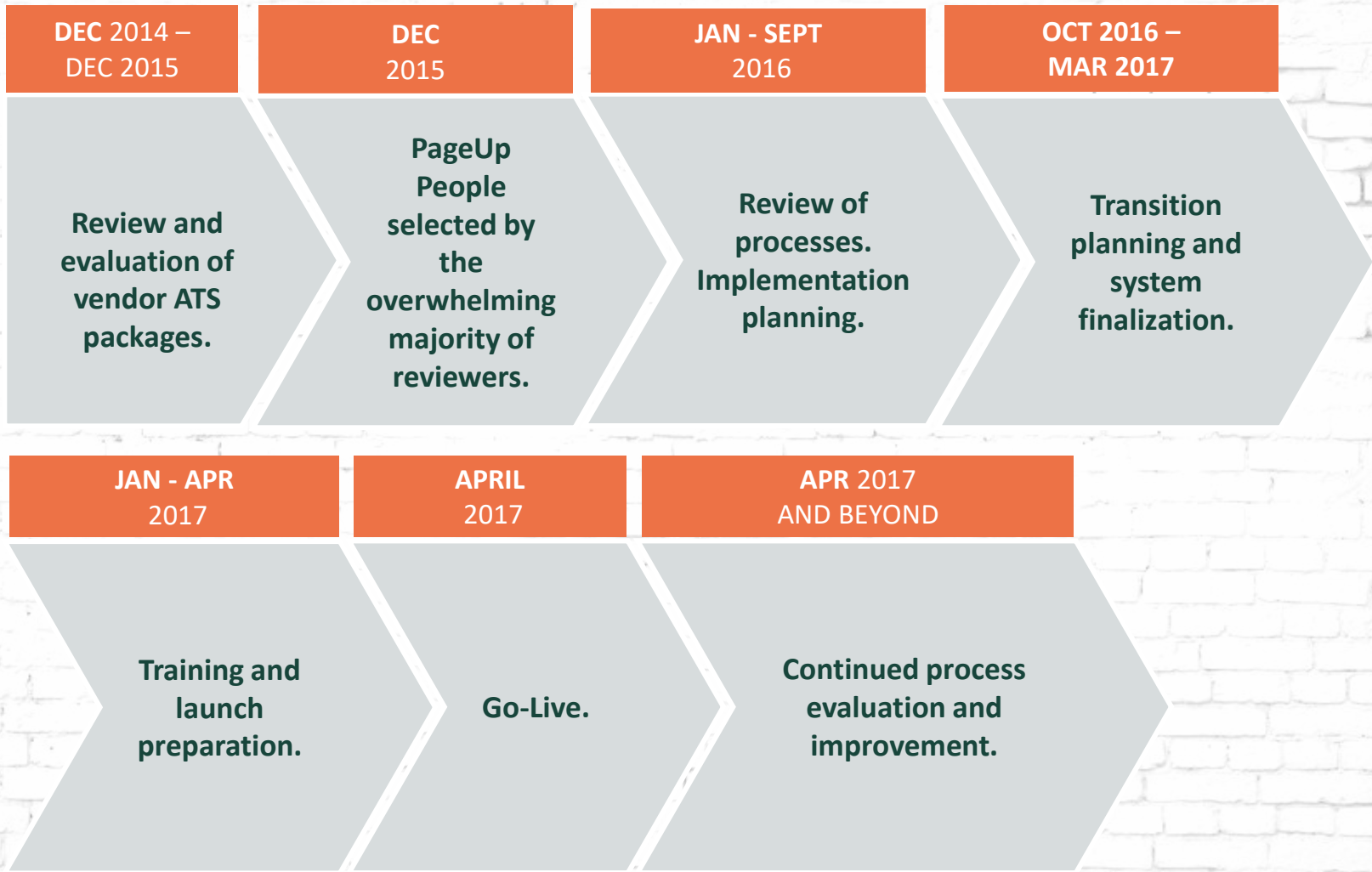
Goals

- Assessment of hiring processes and accommodation of changes where possible
- Implementation of PageUp People's modern recruitment and onboarding software

Objectives

- Automate candidate evaluation and selection
- Address time it takes to fill positions
- Deliver more robust system functionality
- Improve processes with fewer manual steps
- Offer new onboarding tools
- Enhance reporting measures and metrics
- Improve applicant experience

TIMELINE



KEY GROUPS

Participants

- RFP Groups
- HRConnect
- HRXchange (13 volunteers from various units across MSU)
- Focus Group (19 various HR representatives)
- Deans, Associate Deans and Faculty Excellence Advocates



Stakeholders

- Applicants
- Faculty and Academic Staff
- Support Staff
- Unions
- Central Offices (Human Resources, Academic Human Resources, & Office for Inclusion and Intercultural Initiatives)

ARO

APPLICANT EXPERIENCE

APPLICANT FEATURES

Overview

- Optional job alerts when a posting is published for a specific work type (FAS/SS), specific area of interest (Engineers, Advising/Counseling), specific type of employment (full time, part time) and/or location (East Lansing, Grand Rapids).
- Filters to quickly identify postings of interest.
- Notifications via email and through the applicant portal regarding the status and events of postings to which an applicant has applied.
- Ability to upload a CV/resume to assist in prefilling portions of the application.
- Ability to refer a friend.
- Ability to apply remotely on a tablet or mobile device.
- Refreshed and modern look and feel.



MAP Screenshot

MICHIGAN STATE UNIVERSITY

MSU Applicant Page

HOME

SEARCH POSTINGS

CREATE EMAIL NOTIFICATION

CREATE APPLICATION/PROFILE

LOGIN

• MAP TUTORIAL

• FREQUENTLY ASKED QUESTIONS (FAQS)

• JOIN MSU

• MSU HOME PAGE

• HR HOME PAGE

• MAP AND DRIVING DIRECTIONS

• STUDENT POSITIONS

• ANNUAL SECURITY AND FIRE SAFETY REPORT

• EQUAL OPPORTUNITY IS THE LAW

• EEO IS THE LAW POSTER SUPPLEMENT

• PAY TRANSPARENCY POLICY

• NOTICE OF NONDISCRIMINATION

Open Postings

To view posting details and/or apply for a position, click on the 'View' link below the Job Title. To sort, clic

RETURNING USERS (Please **STOP** and read important message!)

If you need to **edit your application or profile information** before applying for a position, please login link on the left hand side of margin. Any changes made to your application or profile are only effective for affect previous job posting applications.

Search Results

129 Records

▼ Posting Number	▼ Job Title	▼ Position Title/Rank	▼ Grade Level	▼ Employee Group	▼ Department	▲ Posting Date
9099	Assistant/Associate/Full Professor View			Fixed Term Faculty-FAS	10022430 HUMAN MEDICINE DEAN	02-20-2014
9171	Assistant/Associate Professor View			Fixed Term Faculty-FAS	10034809 DIVISION OF SPORTS MEDICINE COM	03-07-2014
9896	Research Associate View			Fixed Term Academic Staff-FAS	10032114 PLANT BIOLOGY - CNS	08-06-2014
9895	Research Associate View			Fixed Term Academic Staff-FAS	10032114 PLANT BIOLOGY - CNS	08-06-2014

Careers @ MSU Screenshot: External Site

MICHIGAN STATE UNIVERSITY

CAREERS @ MSU

Public postings

Home
Current Employees
Benefits & Retirement
Temp & On-Call Employment
Student Employment

PUBLIC JOB POSTINGS AT MSU

Job postings

Current opportunities

Position	Job No	Location	Unit	Closes
Police Officer	494670	East Lansing	President	21 Mar 2017 11:55 PM
<p>The Michigan State University Police Department invites applicants interested in working for a progressive, growing, full-service police department. MSU Police Officers are expected to uphold the highest standards of conduct while protecting our community and taking proactive measures to prevent crime.</p>				
Assistant Professor	2861-DJ	East Lansing, Ingham	College Of Agriculture & Nat Resources	Open Until Filled
<p>As part of the Global Impact Initiative, Michigan State University is making a significant investment to advance research in reproductive and developmental biology. MSU has a growing cohort of well-funded, highly interactive faculty involved in research and discovery at the interface of human and animal infertility, developmental origins of health and disease and causes and remediation of adverse pregnancy outcomes which form the foundation of the MSU Reproductive and Developmental Sciences Program.</p>				

Applicant Login

Subscribe to Job Alerts

Job Search

Filter Results

Work type

- Executive Management (1)
- Faculty/Academic Staff (32)
- MSU Extension (3)
- Support Staff (16)

Categories

Area of Interest

- Administrative/Business/Professional (9)

ONBOARDING FEATURES

The onboarding portal ensures new hires are engaged well before their first day. The portal functionality provides the following features:

- A seamless transition from candidates to employees through the personalized onboarding portal.
- A list of important tasks to be completed before first day, first week (e.g., complete the I-9 form, sign up for emergency alerts), and first thirty days (e.g., enroll in benefits), allowing employees to feel welcomed and supported.
- Ability for supervisors to track the status of each task and add additional departmental-specific tasks (e.g., review departmental bylaws).
- An organized body of resources available to new employees (e.g., benefits, “university at a glance” information, systems information).

ONBOARDING PORTAL



HUMAN RESOURCES MSU ONBOARDING PORTAL

[Homepage](#)
[University at a Glance](#)
[Benefits & Retirement](#)
[Resources](#)
[Systems & Access](#)
[Contact HR](#)

Welcome, Reed Richardson

Welcome to Michigan State University! MSU Spartans work every day to advance the common good in uncommon ways. Together we tackle some of the world's toughest problems to find solutions that make life better. We're pleased to have you join our institution.

Welcome from President

It's not just what we do, but how and why we do it, that distinguishes us as Spartans. Our way of being and doing comes from our roots as the nation's pioneer land-grant university and our commitment to providing opportunities for individuals in Michigan and around the world to reach their full potential. Welcome to Michigan State University. When you join MSU, you become part of a community of Spartans who work for the common good with uncommon will.

We are a world-class research institution that enrolls more than 50,000 students from all 50 states and more than 130 countries and employs approximately 5,500 faculty and academic staff and 7,000 support staff employees.

Our core values of quality, inclusiveness, and connectivity infuse our engagement with the world and each other and empower Spartans to be collaborative and productive members of our diverse academic community.

Together we work to create a world that is smarter, healthier, and safer for all. Spartans Will.

President Lou Anna K. Simon



Your task list

Prior to First Day

- | | |
|--|-----------------|
| Complete I-9 (Section 1) | Due: 7 Mar 2017 |
| Activate your MSU NetID | Due: 7 Mar 2017 |
| Register for Two Factor Authentication | Due: 7 Mar 2017 |
| Contact Chairperson/Director or Supervisor | Due: 7 Mar 2017 |

SEARCH COMMITTEE FEATURES

New features for search committees:

- Integration with sourcing and advertising sites such as Inside Higher Education and Higher Education Recruitment Consortium (HERC)
- Access to system through EBS portal, with one single point of entry that makes all assigned postings available
- Ability to view posting and application materials
- Opportunity to use candidate evaluation tool, if desired

SEARCH CHAIR FEATURES

The Search Chair can perform all the same tasks as the Committee Member, along with the following additional features:

- View all search committee ratings
- Opportunity to rank candidates in order of preference
- Generate the foundation of a search committee report
- Approve offers, if assigned

SEARCH CHAIR VIEW

Search Chair View of Candidate

Naomi Anthony

16 Jan 2017

#1

Reviewed

3 - Strongly recommend

Search Chair View of Feedback from Search Committee

Assistant Professor Health Programs (SK) (492330)

Feedback provided

- Dominic Reaume
- Gordon Higbee
- Grace Horstman**
- John Compton
- John Holliday
- Kara Hall
- Kelly Smith
- Maureen Miller
- Vincent Simmons
- Wyatt Blaksmith
- Zander Vietzke

Feedback from search committee members

Overall

Arwen Undomiel

"3 - Strongly recommend"

No response

Velma Bouchard

"2 - Recommend"

No response

Joe King

"2 - Recommend"

No response

Effie Bobo

"3 - Strongly recommend"

No response

John Hicks

"2 - Recommend"

No response

ARO

TRAINING

TRAINING OVERVIEW

A key element of ARO is the delivery of efficient, effective training outreach and resources.

Live training and informative presentations

Online eLearning modules

Comprehensive guides for each role

How-to video clips and tip sheets



ARO

Questions?

<http://www.hr.msu.edu/aro>