

# HUMAN RESOURCES FORUM

To inform and promote the exchange of ideas.



February 15, 2022

## ANNOUNCEMENTS:



### REMOTE WORK

Full-time employees can work remotely up to 240 hours per fiscal year with supervisory approval. Employees should use the newly-added remote timekeeping functionality in [SAP](#) to record hours worked remotely.



### STAFF DEVELOPMENT DAY

Scheduled for May 24, [Staff Development Day](#) is an all-day event featuring keynote speakers, workshops, presentations, and networking opportunities designed to support your continuous development.



### SF LEARNING & EVERFI

[SuccessFactors \(SF\) Learning](#) is a new learning management system that replaced SAP LSO in October 2021. SF Learning features mobile-friendly learning capabilities and a robust catalog of modernized trainings from partners such as LinkedIn Learning. SF Learning will also house revamped compliance trainings brought to you by EVERFI.



## i2VERIFY IS HERE!

i2Verify is an automated verification system that allows users to instantly and securely verify important information such as wages and employment history. i2Verify is available to all employees, free of charge! For more information, visit the [i2Verify website](#).



## REVAMPED COVID-19 RESOURCES SITE

The website previously known as the “COVID-19 Roadmap for Employees” now lives on the [HR COVID-19 Resources website](#). Here, you’ll find information regarding benefits updates, remote work guidance, and learning resources for navigating the workplace during the pandemic.



## HR WEBSITE CALICO TRANSITION

The [Human Resources website](#) will soon have a new look and feel! In guidance with University Marketing’s recommendations, HR is in the process of transitioning our current website into a Calico site that will feature a more modern and visually-engaging layout. Stay tuned!



## TALENT ACQUISITION RESOURCES

The [Talent Acquisition website](#) features several key resources to assist managers in the hiring process. These resources include a gender decoder for job postings, pre-employment skills assessments, PeopleAdmin information, and more.



## W2s & W4s

Tax season is here! You can access important documents such as your W4 or W2 in the [SAP portal](#). Find helpful information on the [Payroll & Tax Compliance Office website](#) which includes [W2 FAQs](#), [W4 resources](#), and [payroll calendars](#).



## HR FORUM RENAMING CONTEST!

Have a new name suggestion for HR Forum? Let us hear it! Use the [Forum Renaming Submission Survey](#) to submit your suggestion for a chance to win a prize.

Find Forum recordings and presentation slides on the [HR Forum website](#)!

**NEXT HR FORUM:**

**APRIL 19, 2022**