

HR UPDATE – SEPTEMBER 8, 2020

HR ASSIST TRAINING SESSIONS – for leave eligible staff and faculty

Orientation Sessions for HR ASSIST – our new automated leave request and reporting application, will take place on the following dates:

- Wednesday, September 9th at 10 AM
- Thursday, September 10th at 3 PM
- Friday, September 11th at 10 AM
- Friday, September 11th at 3 PM

Please plan to attend a session. Anticipated launch date for HR-ASSIST is Monday, September 21, 2020. Additional training resources are forthcoming.

These presentations will be hosted on ZOOM. You will need to be logged into ZOOM to access the meeting. The CUNY ZOOM login link is <https://cuny.zoom.us/>

The access information for all is as follows:

Link: <https://zoom.us/j/3061368592?pwd=STIyeIB0M2ZtaXJENWVkeDUxMnlKdz09>

Password: 957992

One tap mobile: +19292056099,,3061368592#

Dial in: +1 929 205 6099

Meeting ID: 306 136 8592

Each presentation will consist of a brief overview of the system (including how to request leave and approve leave requests); user expectations; and a brief question and answer period.

We look forward to introducing you to HR-ASSIST.

Best.

Sabrina Johnson Chandler, SHRM-SCP
Executive Director, Human Resources