

Date: August 21, 2020
To: P&S Employees and Managers
From: Emma Mallarino Houghton, Director of Classification and Compensation
Subject: Updated Timeline for P&S Classification and Compensation Review Project

As a result of ongoing obligations related to the university's COVID-19 response, as well as feedback related to preparations and priorities associated with the start of the 2020 fall semester, University Human Resources is adjusting the go-live date for the P&S Classification and Compensation Review Project. Previously scheduled for full implementation on August 30, 2020, the new structure will now go live on **September 20, 2020**.

As a reminder, Phase 1 of the project has been completed. New job profile titles have been communicated to the vast majority of employees and their managers, and the Title Review Request process is almost concluded. No further action is needed on your part at this time; this change is simply a new effective date for full implementation of the classification and compensation structure and the go-live date in Workday. In the meantime, UHR will begin disseminating previously developed and planned educational materials and other resources with the new September 20 go-live date in mind.

Once launched in Workday on September 20, employees and their managers will be able to see their final title assignment, in addition to compensation grade and range associated with the title and level, and may begin actively utilizing the new structure. Additionally, newly nonexempt employees will not need to begin tracking time until September 20.

You may visit our [Classification and Compensation Review website](#) to see all of the latest updates regarding the project, including a variety of educational tools, resources and Q&A documents about the new system.

We apologize for any inconvenience caused by this delay, and we look forward to final rollout in September.