

From: PVC Office of the Provost
Sent: Monday, 4 December 2017 11:59 AM
Subject: Update re Casual Academic Hiring & Payment process
Importance: High
Sensitivity: Confidential

Dear Heads of School, School Managers and Faculty Executive Managers,

I am writing to **update you on the progress of the Casual Academic Hire and Payment project.**

The project team will soon be in a position to release the tool to facilitate 'payment by schedule'. This tool, the School and Course Management System (SCMS), is planned to be available to use in late December 2017. This will allow sufficient time for the data entry phase to be completed before teaching begins in Semester 1, 2018.

Ryan Stride, the Change Specialist on the project, has been meeting with School Managers and key stakeholders to assist them in adapting to the new system. The meetings are going well with staff positive to the change.

A website has been created where you will be able to access more information on the project (such as contact details and frequently asked questions). The website will continue to expand as further material is developed: <https://its.uq.edu.au/projects/cahp>.

I would like to thank you for your cooperation in the implementation of this initial phase of the CAHP enterprise solution; we remain optimistic that there are significant gains to be made for both academic Schools and for casual academic staff.

Regards

Tim

Professor Tim Dunne MPhil DPhil (Oxon) FASSA
Pro-Vice-Chancellor, Office of the Provost
The University of Queensland | St Lucia QLD 4072 | Australia
☎ +61 7 3346 9888 | ✉ pvc.executiveassistant@uq.edu.au | web: www.uq.edu.au

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