

Harassment and Discrimination Prevention

Online Education Audience Definition

Audience Category	Harassment and Discrimination Prevention
Regular Faculty	IN
Regular Staff	IN
Postdocs & Fellows	IN
Qatar Faculty & Staff	IN
Emeriti (and Pres Emeritus)	OUT
Adjuncts	IN
Visiting Scholars	IN
Faculty & Staff On Leave	OUT
Faculty & Staff Retirees	OUT
Non-Student Temps	OUT
Contributed Svc , Faculty Affiliates, Health Svcs Clinicians	OUT
Paid students	OUT

About New Employee Records

New employees and students with active job records are given access to myHR Learn every 10 minutes throughout the day.

The entry of new hires into our enterprise systems differs by type of employee.

- Staff new hire paperwork is completed by Talent Acquisition and submitted to HR-OPS.
- Faculty new hire paperwork is completed by the Provost and submitted to HR-OPS.
- Research professional new hire paperwork is completed by personnel in the hiring office. Timing varies because this responsibility is widely distributed.
- Temp new hire paperwork is completed by personnel in the hiring office. Timing varies because this responsibility is widely distributed.

After paperwork is submitted to HR-OPS, they activate the job record, and training is available within 10 minutes.