What is "Development Day?" Will any of the events be recorded and available later? What happens on Development Day for Employees? What time is Development Day?

"Development Day" is a free professional development conference for all Bobcat Employees. It's scheduled for Monday, May 20 from 8:30 a.m. to 4:30 p.m. The goal is to offer an on-campus conference experience filled with keynotes and panels. Yes, some events will be recorded and available later.

How do we get a list of position numbers?

Please reach out to compensation@txstate.edu to request the list of position descriptions.

Is the Admin Appreciation Luncheon occurring this year or is the Kudos and Karaoke event encompassing both?

Going forward, there will be one annual staff awards and appreciation event hosted by the president in place of multiple events throughout the year.

If an employee transferred to a new department, does their new supervisor still have to complete the performance review process?

If the previous admin completed the review, it's acceptable. The deadline for completion is May 31st.

Are job audits currently occurring, and if so, is the actual employee providing input or are audits occurring at the director/supervisor level?

Job audits take place for reclassifications, and employees provide input through Job Analysis Forms (JAFs).
Is the merit and salary increase for this year the same as last year?

Updates will be communicated via email and on the website when they become available.

Is the hiring matrix still required in PeopleAdmin when filling a position?

Yes, it's still required for now, but we're working on eliminating it.

Is it possible to have a monthly teams meeting with hiring managers only?

This suggestion is appreciated, and we'll consider it for future implementation.

How will the system handle reference checks if only phone numbers are provided?

Email is now a required field in the references section for automated reference checks.

Who do I contact to initiate the hiring process for an international faculty member?

Please email inationalemploy@txstate.edu.

With the rollout of the new success factor, is there a possibility of writing assistance being added back?

We can discuss this change with our IT team to see if it can be reintroduced or replaced with a similar resource.
Are supervisors aware of the Kudos and Karaoke Event, and how will office coverage be managed if everyone is invited?

Communications regarding coverage will be sent out in the Leadership Beeline.

How are short/long term disability insurance different from supplemental coverages?

Short/long term disability provides a percentage of your paycheck if you're unable to work due to a medical condition, while supplemental coverages pay for specific injuries/treatments directly.

Is there special leave for participating in university events like Bring a Kid Day?

Please coordinate participation and leave time with your supervisor accordingly.

When will the next round of Leadership Academy accept applications?

Applications for the next round will open in Fall 2025 for the Spring 2025 cohort.

MORE QUESTIONS? CONTACT US!

HR@TXSTATE.EDU