

Academic & Financial Managers

November 4, 2026

WaveWorks!
TRANSFORMATION IN MOTION

PROVOST – Reminder!

Lunch and Learns

- Beginning in November
- Zoom sessions, once a week over lunch
- **Rotating topics**
  - Adjunct recruiting and hiring
  - Pre/Postdoc recruiting and hiring
  - Open Rank Hiring and Multiple Positions on one Requisition
  - Managing a Faculty, Pre/Postdoc, or Librarian Search in WaveWorks
  - Visiting Scholars and Non-Paid Faculty
  - Confidential Letters of Recommendation
  - Creating a second assignment (staff adjunct or faculty adjunct from a different unit)

2026 Year End Staff NewEmployee Orientation Schedule

- Orientation will **not** be held on **Friday, November 27**due to the Thanksgiving holiday
- **Friday, December 4 -** The last Staff New Hire Orientation for the 2026 calendar year
- **Friday, January 8, 2027** - The regular orientation schedule will resume
- For future planning, and to provide a consistent onboarding schedule each year, the last orientation session of each calendar year will be the **first Friday in December** and will resume on the **first working Friday of the new year**.

Recruitment Activities

- May continue in the month of December, but start dates **must** be scheduled in January or beyond

If you have any questions, please contact Kelly Bankston, Director of Talent Acquisition, at kbanksto@tulane.edu or 504-247-1746

ERP

Accounting

- **Fund balance roll forward update**

Procurement

- **PO Close Campaign**
  - Emails going out to all Cost Center Managers
- **Amazon Label Issue Update**
  - We believe we may have a solution and it is being tested this week. If all goes well, it will be moved to PROD on Monday.

ERP

Labor Distribution

- **LD CONNECT** – Starting soon!
  - Monthly 2-hour sessions

Effort Reporting – **Coming Soon!**

- ERS Upgrade & Chart of Accounts Conversion

Sponsored Projects Compliance

- **Retros & Late Cost Transfers**
  - Enforcement of compliance deadlines will resume after 12/31
  - If cost transfers are more than 90 days after the original transaction date, they will likely be rejected.

REPORTING

FDI (Fusion Data Intelligence) Update

- **Developing and Testing New Reports**
  - Invoice Report for Unpaid AP Invoices will be published in the next week

Questions/Concerns?

Presentation Slides

Slides can be found on the WaveWorks website under Resources

https://coo.tulane.edu/waveworks/resources/academic-financial-mgrs-mtgs