

# Employee Orientation, 5.15 Policy Retirement

Effective December 31, 2020

## Overview

Current [Employee Orientation, 4.15](#).

### Retirement Rationale

Retirement of this policy was a key, and unanimous, decision and recommendation made by the Integrated Talent Management team and supported by Employee and Labor Relations. With the implementation of common start dates, all new employees will be required to attend new employee orientation on their first day, as the Wexner Medical Center has already implemented for their employees, thus eliminating the need for the policy. Standards and toolkits will be developed in place of the policy.

### Additional Reasons

- Creating exceptional employee experiences is foundational to Ohio State. Employee orientation is one event that engages new employees. However, we need to broaden the scope of employee engagement and develop more robust employee onboarding tools, resources, and programs. New employee orientation is part of a larger initiative and reflects a business process that can be executed effectively without a policy.
- The existing policy is a list of standard operating procedures, rather than a document that provides useful guidance for creating an effective and meaningful onboarding experience for new university employees.
- The university will begin to use common start dates which will align with bi-weekly pay periods, as reflected in the revision to the offer and onboarding section of the Staff Recruitment and Selection policy. With the implementation of common start dates, the business process of employee orientation will be directly related to university-wide orientation.
- The implementation of the onboarding portal for employees will provide managers a to do list to “pre-board” employees. The portal will also provide employees with useful information and tasks which can be completed prior to their first day of employment at Ohio State.



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