

Present: L Nelson, D Apsley, D Turner, T Truskowski, S MacDavitt, N Tullier, T Wood, D Komorowski, Curt Smitka, T All, R Sarris, J Miller, J Frumkin

Guest: John Gohsman, Judy Aldrich, Elaine Nowak

Absent: Sue MacDavitt, Darcy Turner, Deb Komorowski, Jeff Frumkin, Tina Truskowski, Jeff Evans

Group Representation

Lara Nelson led a short discussion about how to leverage team member affiliations with various University (or other) groups. The team decided that the purpose of PIAG was to help central HR/MAIS make decisions about “what” should be done, and provide advice about who else should be consulted. PIAG members could partner with the project representative in those presentations/consultations. In addition, they could facilitate getting project representatives onto pertinent agendas. The group agreed to complete “HRMS Process Improvement Advisory Group, Campus Groups/Committees” list to provide a future resource for the team. Members are to add their affiliations on the form and send to Jane. (See grid at back of document.)

Academic Unit Information Solutions (AUIS)

Elaine Nowak led a lively discussion which included a short synopsis of the project’s discovery phase. The Provost said that she is supporting eight different projects that capture faculty documentation, and she doesn’t want to fund eight. See project summary for background information. It was pointed out that some academic units have different business needs because of their areas of expertise and that buy in may not be possible.

Some members expressed the opinion that they don’t want resources going to this project over many other things.

John Gohsman said that Laura Patterson’s interest is to determine if the New IT organization should spend more resources on supporting the work of academic units.

There was discussion about the business case completeness, and that it would not be the highest priority for some when balanced against everything else. There was a recommendation that before it goes forward, or any further, there needs to be a larger strategic discussion at BAG and potentially at the Dean’s group.

HRMS Product Strategy

John Gohsman led a discussion about the updated project strategy list. He pointed out that MAIS cut 1% of their budget, including a Project Manager position that helped manage larger projects, and a support person under HR that supported My LINC. He said that the MAIS budget cuts have minimal impact on product strategy. He also said that a lot of items on the project list are related to compliance mandates, or are necessary for product replacement.

The ePerformance Pilot is not going forward at this time, due to problems with licensing the software product.

There was discussion about the Direct Entry Effort for Timekeepers. (The discussion was strengthened by the fact that central Payroll is no longer printing and sending timesheets.) There are departments interested in doing online time entry, but they need 2 layers of approvals. Alternatives were discussed including having the approver print the employee time entry computer screen and give the printout to someone with direct knowledge for initialing. There is also a static group report that can be printed out and approved. However, all alternatives start with the person entering the time online. It was noted that faculty are waived for M-Token use and that should help reduce resistance. Faculty can approve their employees' time on paper and hand it to a timekeeper for their online approval. MAIS/Payroll has offered to go to departments and help work through processes.

Key Performance Indicators (KPIs)

KPIs will be released for HR Directors on 6/24/09. This is a Tim Slottow B&F goal. The ultimate goal is to have a library of KPIs that could be turned on or off as needed. The only KPIs available at the time of roll-out will be employee headcount and turnovers. Judy asked for interest from the group in developing further KPIs. Concern was expressed about releasing specific retirement eligibility information. Jan Mulcrone and Sue MacDavitt will approve access to this resource.

There was interest in not calling these KPIs because departments are not being held accountable to them nor will they be used to drive business decisions. There was a question about whether headcounts will match to OBP's numbers, and whether the counts were derived the same way.

The recommendation was to make sure that KPIs measure and state things that are important because KPIs are powerful to units. Robin Sarris reported that they worked with LS&A users for 2 or 3 years to get buy in but have ultimately seen performance change as a result of the work.

September agenda items:

- Operational pieces that need to be worked on - bring a list of items that you feel are not working well with regard to HRMS systems/processes to the next meeting
- Product Strategy
- HRMS Scorecard
- eVerify (possible?)
- Benchmarking for administrative departments (Rowan Miranda)

HRMS Process Improvement Advisory Group

Campus Groups / Committees

Campus Groups	Description	PIAG Member Affiliation
HRCG	Human Resources Communication Group- HR staff from around the university meet monthly. Agenda organized by Phil Smith, UHR	Patrick Smitowski for Robin Sarris Jan Mulcrone Tim Wood
BAG	Budget Administrators Group: School/College administrators. Meets monthly. Agenda organized by Glenna Schweitzer	Robin Sarris (link to Steve Schlecht in large unit BAG group) Lara Nelson Kurt Smitka
Small BAG	Subset of BAG for the 11 smaller school/colleges. Meets monthly.	Lara Nelson
ACG	Academic Concerns Group	Sue MacDavitt
LKAG (LKAG SC)	LSA Administrators group, meets monthly	Robin Sarris
LSA Dean's Group	Senior management team in LSA with Dean, Meets weekly	Robin Sarris
PACW1	President's Advisory Committee on Women's Issue	Robin Sarris
Internal Controls Advisory Committee	Campus-wide decision at strategic level	Robin Sarris
HR Advisory Council	Laurita Thomas's University wide council	Robin Sarris, Lara Nelson
Health System Executive Directors Forum	Department Leadership from across Health System	Jan Mulcrone
Hospitals & Health Centers Admin Forum	Supervisors, managers from across Health System	Jan Mulcrone
HR Unit Liaisons	Unit Liaisons from across the University, meets monthly	Jan Mulcrone
Health Systems HR Leadership Team	HR Director's, vehicle to health System Executive Committees. Note: Ad Hoc groups are formed around topics (e.g., New classification system, eMploy eRecruit, etc.)	Jan Mulcrone

Other HRMS Groups	Description	
HRMS Status	Executives of HRMS units, HR, Finance, and MAIS/ITCS and their staff. Decision making group, meets once a month. Agenda put together by Sue MacDavitt	Jan Mulcrone Sue MacDavitt Norel Tullier Tim Wood