MCommunity Sponsor System & MCommunity Directory and Human Resources Data

HRMS UL Meeting 10/21/11
The MCommunity Sponsor System

• Is available via the web around the clock. It can be used from any computer connected to a U-M network.

• Allows authorized U-M staff members to create online identities for sponsored affiliates, including:
  • Uniqname & password
  • Active Directory UMROOT Account
  • MCommunity Directory Profile
The MCommunity Sponsor System

• For details about using the Sponsor System, see www.itcs.umich.edu/mcommunity/documentation/sponsor.php
MCommunity Sponsor System Roles

- **Sponsorship administrators** have access to use the system.
- **Sponsoring authorities** manage the sponsorship administrators for their units.
Changing a Paper Process . . .

- Authorities and administrators have had to fill out paper forms to request their roles.
To an Online Process . . .

- The Online Access Request System (OARS) can now be used to request Sponsor System roles.
Next Steps

• Communicate with current sponsoring authorities to let them know they can manage their administrators via OARS.

• Designate a sponsoring authority for all units (some units don’t have authorities yet).
Action Item

- Does your unit have a sponsoring authority?
- If not, can you help us identify one?
  - The individual who is identified to be the sponsoring authority should submit their request through OARs. They will be asked to read and sign the sponsor authority agreement electronically as part of the request.
  - If you or others in your unit have questions about the role of the authority, contact Liz Salley, salley@umich.edu.
MCommunity and HR Data

• **Uniqname Creation for New hires**
  – eRecruit hires self-register for a uniqname using the OTID process
  – Non eRecruit hires must be sponsored in order to set up the uniqname prior to the first day of work.
MCommunity and HR Data

• **Directory Data is now Updated in Real Time**
  – *University Long Title* and *Work Phones* are not effective dated. They appear in the directory as soon as they are loaded in to M-Pathways.
  – Coming soon – Process to remove *Work Addresses* and *Work Phones* from M-Pathways for terminated employees.

• **Questions?**