Reminder: Wolverine Access Service Interruption Begins 5 p.m., 5/30

May 22, 2013

Greetings Faculty,

This is a brief note to remind you that the Wolverine Access systems that support Faculty Business, Student Business, and Employee Self-Service will be unavailable from: 5:00 p.m., Thursday, May 30, to 7:00 a.m., Monday, June 3, 2013. Information and Technology Services (ITS) must apply some necessary and complex changes to the underlying software.

Please note that CTools will remain available, although links to Wolverine Access from within CTools will not work. Also note that you may view your paystub for the May 31 pay date beginning Friday, May 24, up until 5:00 p.m, May 30, or after 7:00 a.m., June 3.

For more information, I’ve included my initial April 2 email below.

For Questions or Assistance

Contact the ITS Service Center:
M-F, 7 a.m.-6 p.m. (phone and email); Sun, 1-5 p.m. (email)

- Submit a Service Request Online
- 734-764-4357 (4-HELP)
- 4HELP@umich.edu
- its.umich.edu/help

I appreciate your patience during the service interruption.

Best,
Laura Patterson
Associate Vice President for ITS and Chief Information Officer

Email sent April 2, 2013:

Dear Faculty,

I’m writing to make you aware that in early June, Information and Technology Services (ITS) must apply some changes to Wolverine Access systems, including the systems that support Faculty and Student
Business and Employee Self-Service. These changes are complex and require a service interruption. During the service interruption, the systems will be unavailable to all faculty, staff, and students.

**When will the changes occur?** 5 p.m. Thursday, May 30 through 7 a.m. Monday, June 3, 2013.

Selecting dates to implement complex system changes is never easy. After discussion with Academic Affairs and other campus partners, these dates were considered the least disruptive to critical work for this time of year. For more information about the changes and a list of transactions that will be unavailable, please visit Wolverine Access Faculty Business Impacts.

**How will you be affected by the changes beginning June 3?**

- The first change is to enable annual on-line completion of the Access and Compliance form for Faculty Business in Wolverine Access. The important form, already in use for all other U-M administrative systems accessed by staff, documents agreement by each individual to abide by the state and federal laws and University policies that apply to the proper use of data.
  - As a faculty member, you will need to complete an online Access and Compliance form annually to access Faculty Business in Wolverine Access.
  - You will receive an individual email prior to June 3, if you need to complete or renew your Access and Compliance.
- The second change affects how you navigate to your employment-related information (e.g., Benefits, Payroll and Compensation), links for which currently reside on your Faculty Business page. Beginning June 3, these links will only be available to you by choosing the Employee Self-Service link on the Wolverine Access Faculty & Staff tab.

Systems will also be unavailable to students during the service interruption. For your information, you can refer to a list of transactions that will be unavailable to students, visit Wolverine Access Student Business Impacts.

Our commitment to keeping U-M's administrative systems current, safe and reliable is a high priority. The upcoming changes to these systems help us meet that commitment, and I thank you for your understanding. Feel free to contact me if you have concerns.

Best,

Laura Patterson
Associate Vice President for ITS and Chief Information Officer

To view the Winter 2013 or Spring 2013 Academic Calendars, visit [http://ro.umich.edu/calendar/](http://ro.umich.edu/calendar/).
For Web grades information and documentation resources, visit [http://ro.umich.edu/webgrades.php](http://ro.umich.edu/webgrades.php).

To: Faculty Instructors for the Current Term
From: Laura Patterson
Subject: Reminder: Wolverine Access Service Interruption Begins 5 p.m., 5/30