

Say
Hello
to a brighter workday.



Council of Principal Investigators Update

May 10, 2017

Brad Blair – Co-Project Manager
Lallah Howard – Functional Lead Manager



Agenda

What's Happening?



Discussion
and Decisions



What's Next?

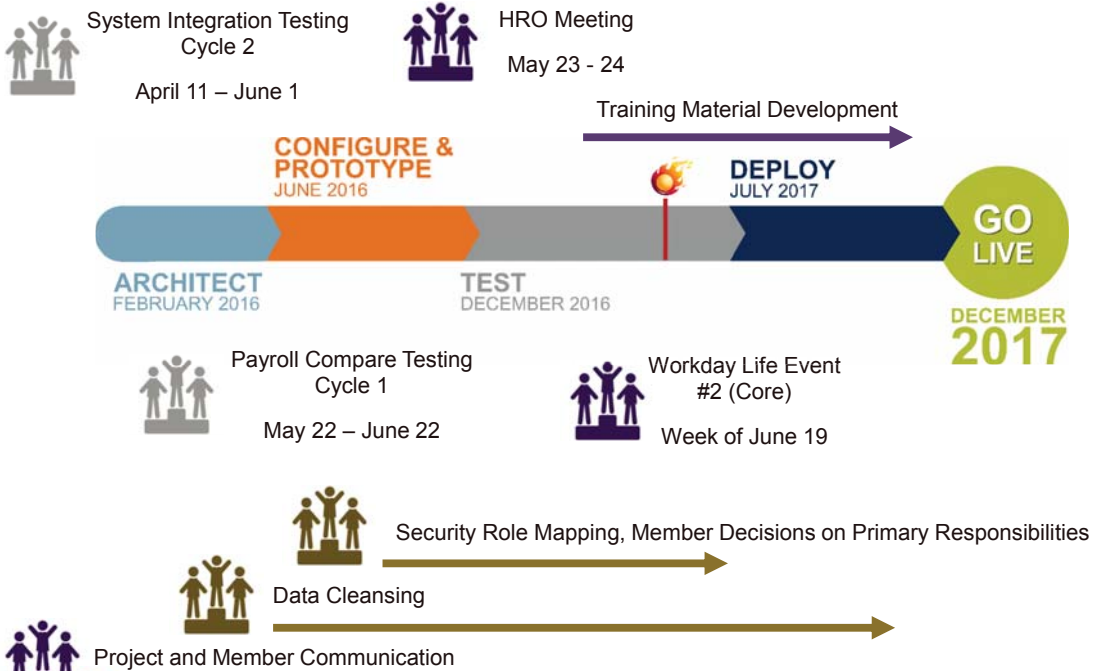




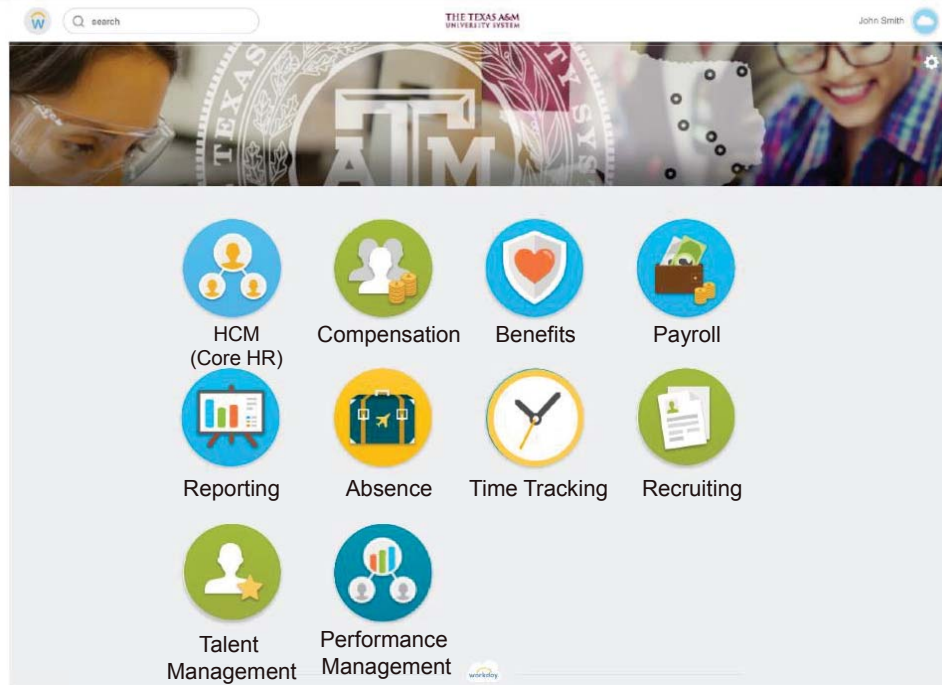
What's Happening?



Project Activities



Go Live December 2017



5

What is Replaced by Workday?

Replaced by Workday

- BPP
- EPAs
- Guardian I-9
- HRConnect
- iBenefits
- LeaveTraq
- PeopleAdmin (PATH)
- TimeTraq

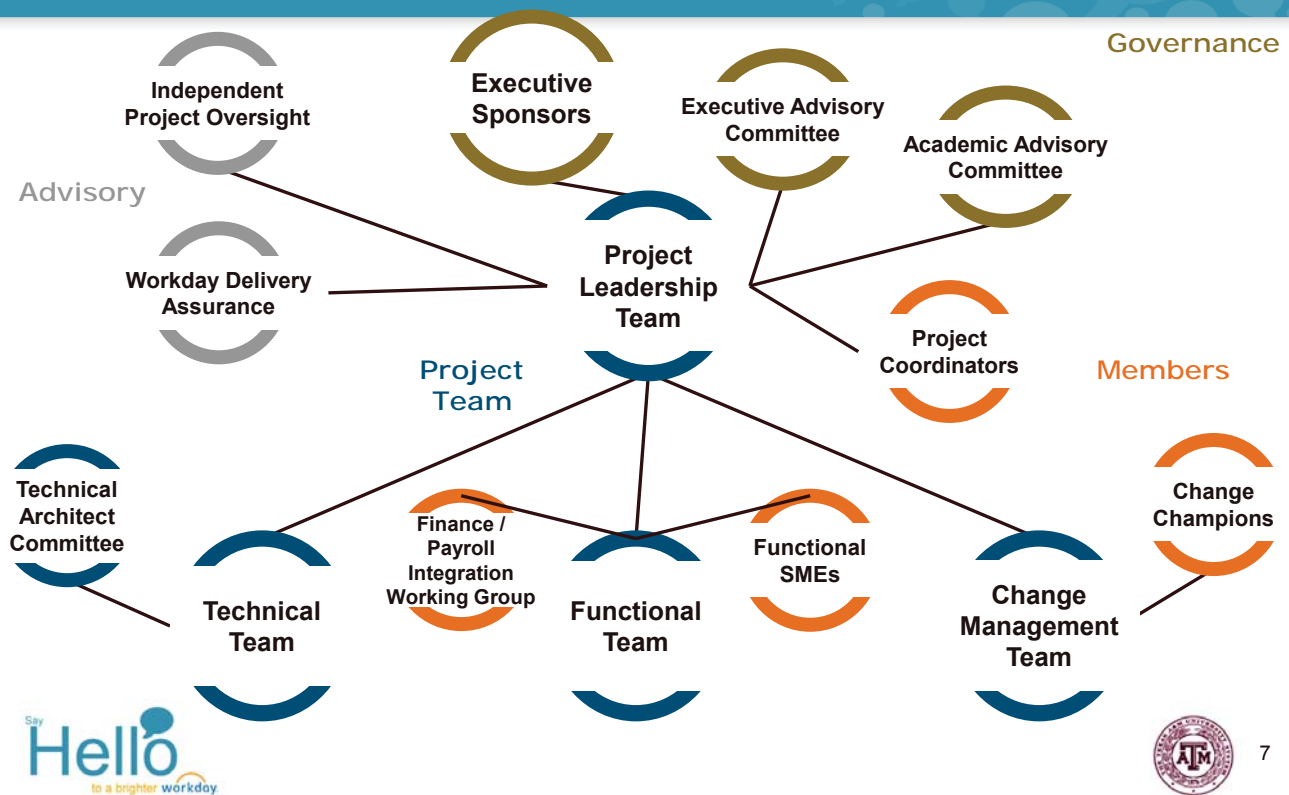
Staying in Place

- BusinessObjects
- Buy A&M
- eTravel / Concur
- Glacier
- Maestro
- SSO
- Time & Effort



6

Our Team



7

Impacts on Faculty

Today

- Log into multiple systems to accomplish routine tasks
 - HRConnect to view and update address or view your pay slip
 - TimeTraq to view and approve employee timesheets
 - LeaveTraq to request and approve leave

Workday

- One streamlined system to log into for multiple functions with enhanced self service capability
 - Timesheet review and approval
 - Leave request and approval
 - Updating personal information like address
 - Updating benefits information like adding a TDA or dependent
 - Updating bank account information or add an additional account (up to 5 are allowed in Workday)
 - Enhanced mobile capability to improve the convenience of accomplishing these tasks

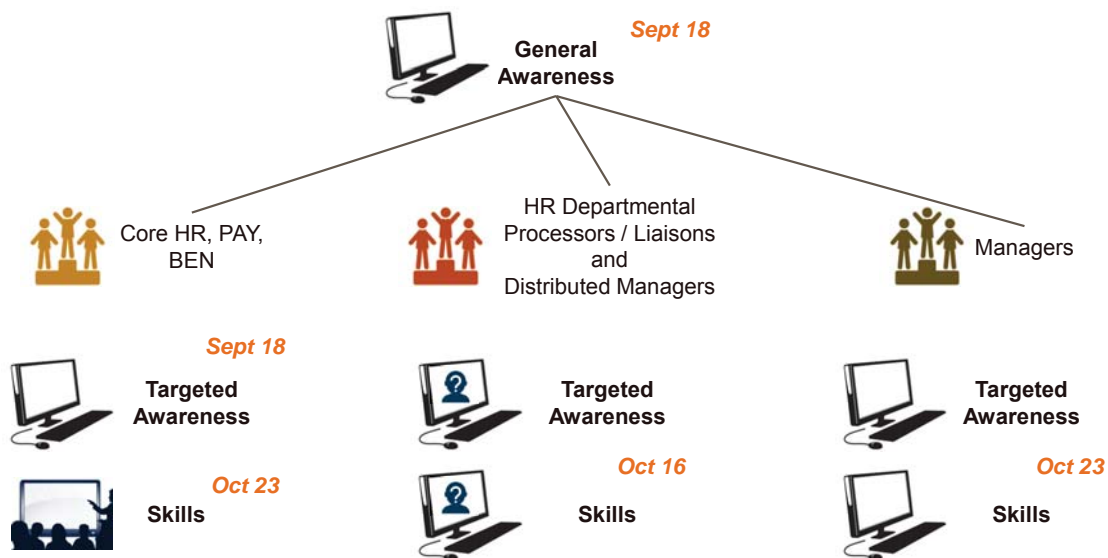
8

Delegation

- Workday functionality allows faculty and staff to delegate most steps in business processes.
- While delegation does not relieve the delegator of responsibility, it does allow the delegate to take action on their behalf.
- There are also specific roles designed to assist managers in performing their HR work, such as Timekeeper and I9 processor.
- With few exceptions, multiple security roles have access to initiate, review and approve various steps in business processes.



Training Strategy



From EPP to Save for Summer

Save for Summer	Workday's Multiple Bank Account Feature	Extended Pay Plan
Withhold flat, dollar amount of net pay	Direct % of net pay to one or more checking and/or savings accounts	Withhold % of net pay
No insurance premiums withheld	Insurance premiums not affected	Withhold % of insurance premiums
Enroll using a paper form	Enroll electronically in Workday	Enroll using a paper form
Withdraw at any time; receive held back pay in the next paycheck	Stop additional account deposits at any time; access pay in your checking and/or savings accounts at any time	Withdraw at any time; receive held back pay in the next paycheck
See your current balance through a Workday report	See your current balance through your bank or credit union	Contact your Payroll Office to see your current balance



11

Replacing EPP with Save for Summer

Topic	Who is Impacted	Decision	Status
Extended Pay Plan (EPP)	9, 9.5, 10, 10.5 and 11 Month Faculty	Save for Summer program replaces EPP; primary difference is flat \$ amount of net pay held back instead of % of net pay	<ul style="list-style-type: none"> • March <ul style="list-style-type: none"> – Program socialized with Payroll Offices • April <ul style="list-style-type: none"> – Customizable participant letter sent to HROs, Payroll Offices to distribute to member participants • Fall <ul style="list-style-type: none"> – Customizable participant letter reminding of January 2 change • January 2, 2018 <ul style="list-style-type: none"> – EPP participants on Save for Summer • April, 2018 <ul style="list-style-type: none"> – Letter introducing Workday's multiple bank account feature



12



Discussion

