

Employee Systems Task Force Report

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Driving Forces

Employee Systems

- **Demand exceeding administrative resources**
 - Increasing complexity
 - Student-driven growth
 - Improved service
- **Inefficiencies of disjoint and older systems**
 - Accommodating to new demands
 - Data redundancies
 - Risk of Failure
- **Need for improved controls**
- **Keep pace with campus investments**
 - Research and Administration Systems
 - Financial Systems
- **Opportunity for shared projects/investment**

Process

- **VWK charters Task Force: September, 1996**
 - Cross-University
- **Two committees:**
 - Policy Committee (vice chancellors etc)
 - Planning Committee (functional officers etc)
- **Widespread involvement**
 - Focus groups
 - Exemplar visits
- **Interim Report: June, 1997**
 - Campus feedback
- **Final report: December, 1997**

Recommendations

- **Staged investment**
 - Low risk, “low” cost, high payoff: now
 - Defer “major” investments pending further study
- **Set architectural strategic directions**
- **Immediate Phase 1 projects**
 - Demographic database
 - Employee self-service
 - Payroll System enhancements
 - *Graphical user interface*
 - *Streamline post-authorization notification (PAN)*
 - Replace Retirement System
 - Business Process Re-Engineering Study
- **Phase 2 future systems dependent on study results**
 - Defer interim systems

Benefits

- **Reduce reconciliation and duplication**
 - Data entered once
- **Significantly improve service**
- **Streamline processes**
- **Reduce effort**
- **Contain cost growth**
- **Reduce liabilities**
- **Reduce training costs**
- **Improve controls and accountability**
- **Enhance flexibility**
- **Enhance workflow management**

Costs

- **Retirement System replacement funded by retirement system**
- **Phase 1 project implementation costs**
 - \$4.8 million over 2 years in new funding
 - *Including \$1 million towards campus implementation costs*
 - \$3.3 million in redirected campus expenditures
 - *From current funding*
 - *Campus implementation, training, support*
- **On-going costs**
 - \$1.8 million annually
 - *Maintenance and HelpDesk support*
- **Collaborative implementation**