



FOMUCPath Project Status, VC Ron Coley | July 2017

MESSAGE FROM THE SPONSORS

The countdown-to-go-live clock is ticking more loudly every day. It's exciting and daunting at the same time. There's much that needs to be done. Currently the project team is assessing what is possible pre-go-live, and what could wait until we reach the hypercare phase after January 1, 2018. Everyone is laser-focused on making sure every employee will be paid properly with the first paycheck of the new year. We know it won't be perfect, so the project team has identified mitigations for every problem they can imagine.

The Shared Services Centers have been preparing to work in new ways with their clients, and discovering numerous details that require thought and planning. They have joined the ABSSC leadership team for weekly meetings to ensure everyone is aligned as go-live nears.

The project team is also working on our collaboration model with UCPC and the support model for UCR. There are many moving parts, but we are confident that we will be able to successfully launch the new system, and be able to make adjustments as necessary after go-live.



KNOWLEDGE TRANSFER 3

Knowledge Transfer 3 sessions have been scheduled. The topics for these sessions are ServiceLink and the Non-FOM processes. The presentation will include an overview and a brief demonstration. The ServiceLink tool will be used by departments and the Shared Services Centers to communicate requests for transactions in UCPath. The non-FOM processes are ones that will not be optimized during this phase but require modifications to accommodate the UCPath implementation.



SESSIONS AVAILABLE:

- Thursday, August 17 | 2:30pm - 4:30pm | Alumni Center
- Monday, August 21 | 8:30am - 10:30am | Alumni Center
- Wednesday, August 23 | 1:30pm - 3:30pm | UNEX Conference Room C
- Wednesday, August 30 | 2pm-4pm | WCH 205/206
- Monday, September 11 | 2pm - 4pm | UC-Intellcenter-Training Room 127

Knowledge Transfer 4 will be scheduled for late September-October and will include updates to information presented in previous KT sessions and any new items that have emerged such as DocuSign.

UCPath BENEFIT: CONVENIENCE

Upon completion, UCPath will provide more than 200,000 employees with modern, integrated access to payroll, benefits and HR information through a self-service online portal and shared services center. The UCPath portal will provide employees with 24/7 access to view or update personal employment information, including payroll records, health and retirement benefits and vacation/sick time accruals.

UCPath provides:

- Improved visibility of employee data
- Single point of contact for employment information
- Absence management and automatic leave balance tracking
- Access to view personal job data
- Single sign-on for open enrollment
- Single system of record for reporting
- Streamlined inter-location transfers

PRE-TRAINING (LEARNING) ASSETS

A wide variety of pre-training assets are being developed to help UCR employees become informed of the project. Pre-training assets include knowledge transfer sessions, informational videos, FAQs, FOMIUCPath website, infographics, testing, etc. In addition, timely communication of changes impacting all employees will be delivered in the fall. The Project Team and campus Readiness Network will distribute resources that explain new campus business processes, and demonstrate changes. Resources will include handouts, websites, videos, and in-person events.

TRAINING UPDATE



The training webpage with detailed course information is now live and courses will be linked later this month. 26 courses reflecting UCR's FOMIUCPath processes are being developed locally as classroom sessions, webinars and/or online self-paced courses. In addition, 40 UC course offerings have been created specifically to reflect the systemwide processes. UCPATH Portal trainings include an overview of the sections, and step-by-step instructions for editing personal data, viewing income, updating tax withholdings, and selecting benefits. Additional topics on navigation, security,

absence management, workforce administration, and general ledger and payroll will be part of the overall training program for employees that will use UCPATH as part of their job.

COMMUNICATION UPDATE



In an effort to keep the campus informed as the FOMIUCPath implementation moves forward, the project team has launched YouTube and Flickr accounts to showcase all of our pre-training videos and pictures from team events. We have also created infographics highlighting the Non-FOM business processes, and monthly facts about the FOMIUCPath implementation that will impact all employees at UCR. Explore our communication page on our website for regular communication updates at www.fomucpath.ucr.edu.

ACADEMIC READINESS NETWORK

The Academic Readiness Network is up and running! Six faculty members from across campus have been appointed as Faculty Liaisons. The Faculty Liaisons will be attending a variety of college and departmental meetings in the Fall quarter to let faculty know how UCPATH and associated changes will/will not affect them.

The Faculty Liaisons are: CHASS – Dr. Melissa Wilcox, Dr. Jason Weems, BCOE – Dr. Tom Stahovich, SPP, GSOE, SoBA – Dr. Elaine Wong, SOM plus a couple of depts., In CNAS – Dr. Declan McCole, Rest of CNAS – Dr. Isgouhi Kaloshian



Thanks to all of them for helping us make sure that the faculty are informed.

IT3 TESTING UPDATE

The UCPATH Pilot testing for Integration Test Phase 3 (IT3) has reached the half-way point! We have 36 SME's and testers from 10 different departments across campus participating. The purpose of IT3 testing is to ensure that UCR is ready to process the wide variety of transactions that occur across campus for each payroll cycle, while incorporating local UCR systems with UCPATH. The IT3 testing team has completed new hire simulations, personal information updates, benefit enrollments, self-service updates, transfers and paycheck generation. The team is successfully testing with TARS, EACS, Banner and Enterprise Directory. We are now preparing for the next testing phase which is User Acceptance Testing, the dress rehearsal for Go-Live!

TESTER Q & A



NAME: Janna Le Blanc

LENGTH OF TIME ON THE PROJECT:
Two Months

DEPARTMENT: BCoE, POSSC

How do you benefit from being a FOMIUCPath Tester?

I feel that the benefit of being a FOMIUCPath tester is that I am able to assist others by sharing my job knowledge. At BCoE we have had the Central Personnel Services Unit (CPSU) for almost five years now. Our unit is unique in that all staff have to be well versed in both HR and AP. As Assistant Director of CPSU, I am aligned to be an asset to both HR and AP teams during testing. The project can be overwhelming at times as we are all trying to embrace the new systems and processes so I feel that it is a benefit that I can provide insight in both areas.

Do you feel more knowledgeable about the changes that will occur?

I definitely feel that I have gained a more firm understanding of the changes that are going to occur since I have joined the UCPATH project. It is going to take all hands on deck when we go live and I am making it a point to share as much information as possible with my administration, service center team, and our partners as possible.

How will your organization benefit from your participation as a FOMIUCPath Tester?

My organization will benefit greatly from my participation as a tester because I will be overseeing one of the four shared service centers on campus. We are unique in that all of colleges that are serviced in our center include both faculty and staff. In addition, we are the only center that is waiting for go live to start servicing our partners. As operations manager of this center I am gaining valuable insight and knowledge on several project areas including testing which will ensure a smooth transition to go live in December.

**FOR COMMENTS
OR QUESTIONS EMAIL AT:
fomucpath@ucr.edu**