



# Welcome

University of Massachusetts  
Human Capital Management  
Applications Project  
**September 17, 2007**

# Introduction

- Purpose
- Brief History
- Sponsors, Project Leadership

# Agenda

- Introduction
  - Bob Solis
- Project Charter
  - Steve Lenhardt, Juan Jarrett, Cal Yonker
- Timeline/Preliminary Scope
  - Brian Dawson, Dan Sluka
- Project Communication
  - Brian Dawson
- Fit/Gap
  - Juan Jarrett, Dan Sluka
- Question/Answer

# Project Charter

## *University Goals and Objectives*



Steve Lenhardt

# Project Charter

## ***University Goals and Objectives***

- To support the University's mission:
  - Enhance the student learning experience
  - Strengthen the University's research and development enterprise
  - Develop a leadership role in public service
  - Maintain and improve affordability and access
  
- To develop a supportive environment that enables us to carry out the mission
  - Continue a focus on diversity and positive climate
  - Increase the endowment
  - Renew the faculty
  - ***Develop first-rate infrastructure***
  - ***Improve the delivery of administrative and IT services***
  - Position the University effectively in the Higher Ed marketplace

# Project Charter

## *Benefits of Project and Partnership*



Cal Yonker

# Project Charter

## *Benefits of Project and Partnership*

- CedarCrestone – How do we add value?
  - Methodology
  - People
  - Commitment
  - Benefits of Project

# Project Charter



***Business Impacts/Project Goals/Governance***

Juan Jarrett

# Project Charter

## *Business Impacts*

- Staff
  - University – Core Team, full/part time SME's will be needed
  - Require a balance between project and operational activities
  - External resources may be required to fill knowledge/skill gaps
- Business Processes
  - Some business processes are expected to change
    - Take advantage of leading Practices
    - New Functionality
    - Unify Business Processes
    - Collateral impacts
  - Additional training will be required

# Project Charter

## *Project Goals and Objectives*

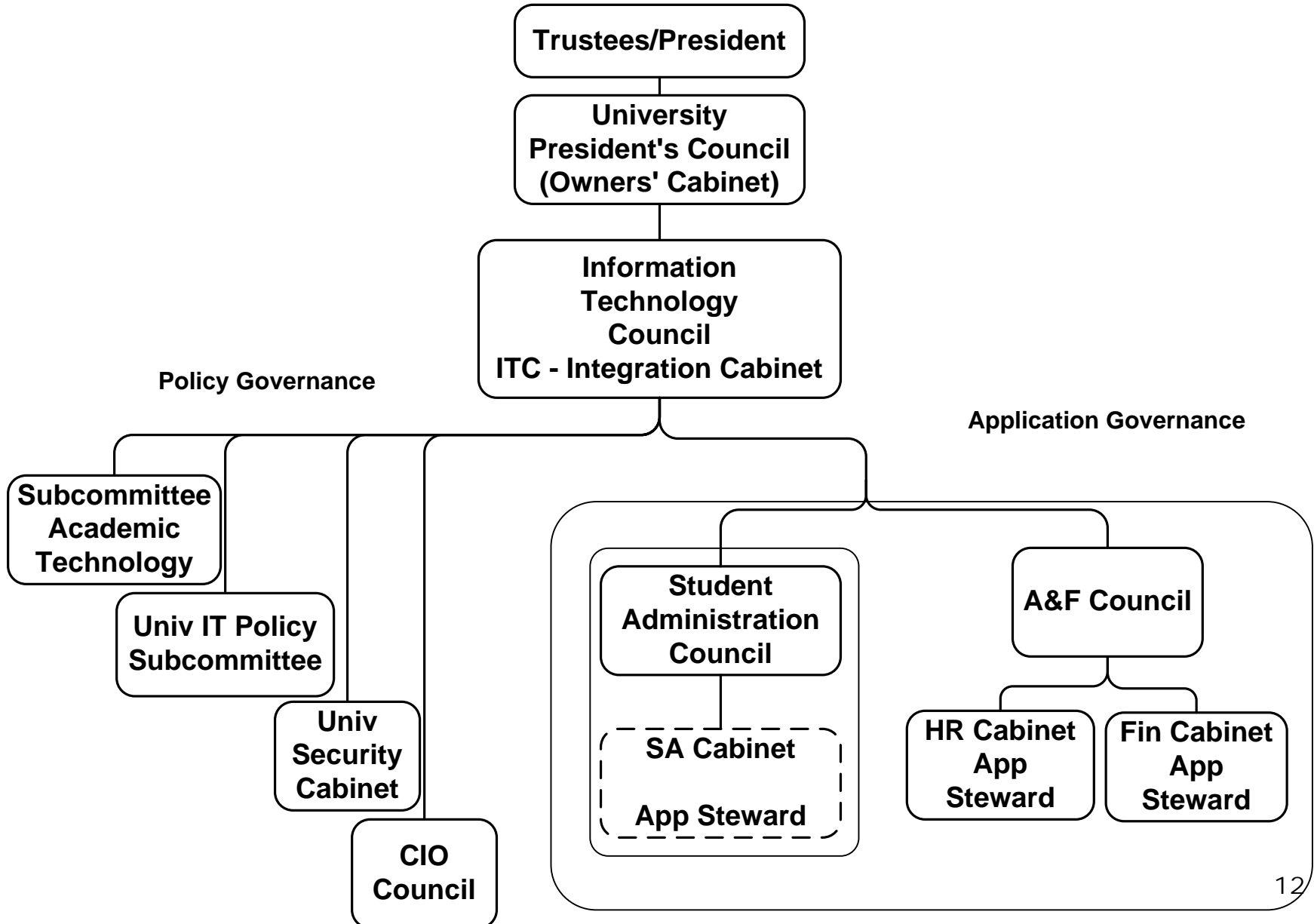
- Increase the value of the Human Resources application by:
  - Increasing the understanding and usage of the data
  - Increasing the application's functionality and services
  - Increasing the user base: Core, Central, Decentralized, Self-Service
  - Establish foundation to support future value added functionality
  - Increasing the consistency, look and feel to end-users
  - Leveraging shared infrastructure and methodologies
  - Positioning the University to streamline administrative services
  - Leverage delivered functionality to reduce dependence on customization

# Project Charter

## *Project Goals and Objectives*

- Build foundation for basic management reporting across the University
- Reengineer system-wide Security

# Governance Model



# Project Scope/Timeline

## *Preliminary Scope*



Brian Dawson

# Project Scope/Timeline

## *Preliminary Scope*

- Upgrade existing functionality from version 7.6 to version 9.0
- Incorporate Leading Practices into Fit/Gap
- Conduct Fit/Gap sessions
- Review and select some self-service modules
- Review and select some new functionality
- Carry forward and/or enhance interfaces and integration points
- Deliver training to encompass project teams and end users

# Project Scope/Timeline

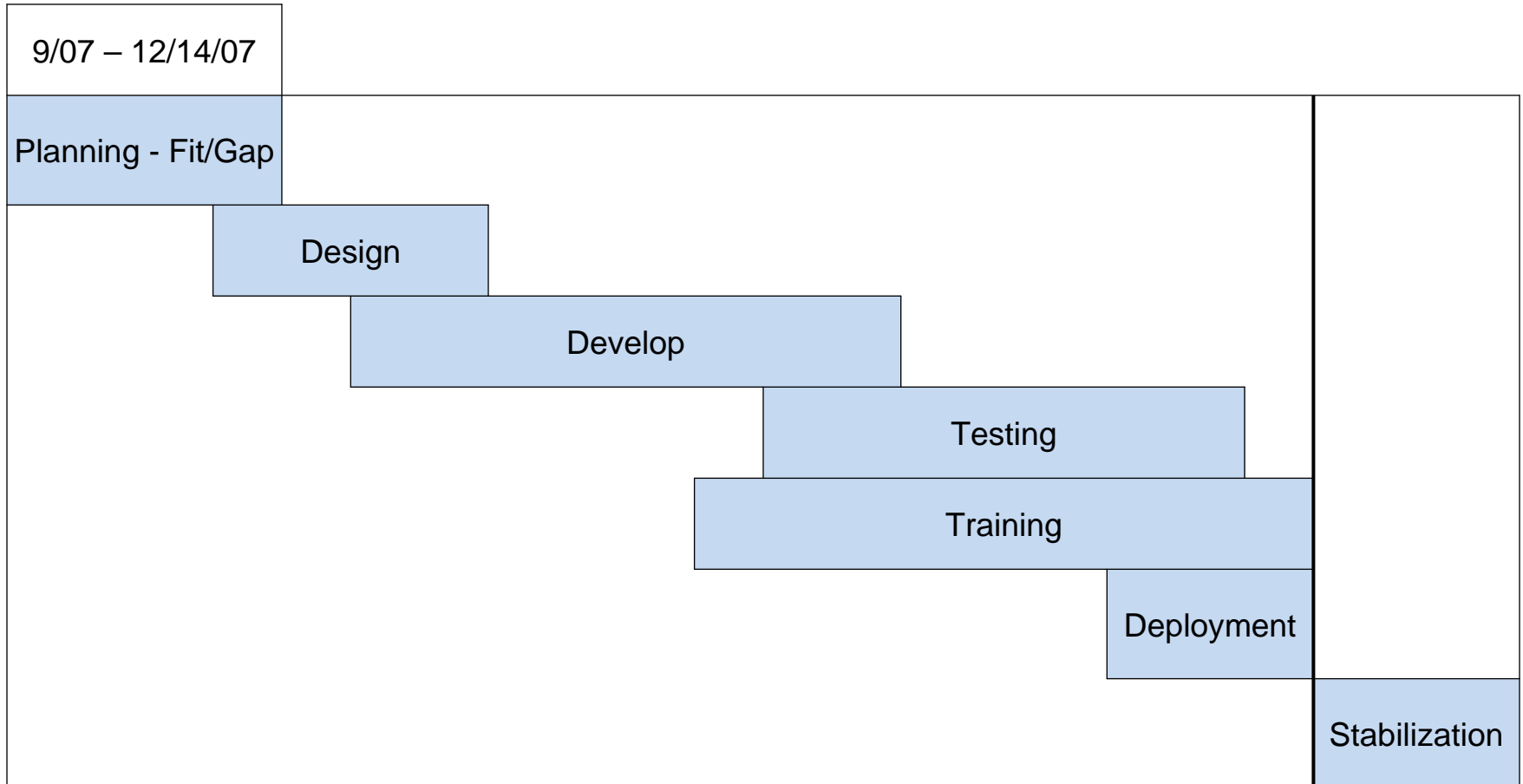
## *Preliminary Scope*

- Complete full application testing
- Provide functional and technical support for a stabilization period
- Define and implement Common Business Processes across the University where possible
- Eliminate customizations that are no longer required
- Identify, develop and validate any new business processes and procedures
- Identify impacts on the organization

# Project Scope/Timeline



## *Project Phases/Timeline*



# BREAK

Please be back in 15 minutes

# Project Communication

## *Who Receives*

- Administration & Finance Cabinet
- Human Resource Applications Cabinet
- Campus Project Managers
- Team Leads
- Module Stewards
- Core Team Members
- Subject Matter Experts
- Partner Team Members

# Project Communication

## ***Communication Resources***

- Collaboration Tools
  - Shared Folder Structure
  - Microsoft Outlook
  - SharePoint Services from Design through Close
- Forums/Meetings
- Email/Voicemail
- Feedback/Issues
- Information Shared with Campus Publications
- Webex/Webinar/Teleconferencing

# Project Communication

## *Status Reports/Time Reporting – Fit/Gap*

- Weekly Status Reports
  - Fit/Gap Support Team Members to Team Leads/Module Stewards
  - Team Leads summarize to Project Management
- Time Reporting
  - Time collected from Fit/Gap session sign-in sheets
  - Support time collected from status reports

# Fit/Gap



Juan Jarrett

# Fit/Gap

## *Objectives*

- Identify “gaps” in vanilla v9.0
- Identify new functionality in v9.0
- Size upgrade effort
- Fit/Gap sessions are not design sessions
  - Focus on why to do something, not how
- Identify required modifications with an attempt to use delivered functionality
- HRAC will review and determine final scope

# Fit/Gap



# CedarCrestone

# Fit/Gap

## ***Session Goals***

- Leverage v9.0 functionality
  - Eliminate as many customizations as possible
- Adopt leading practices when possible
- Update business process documentation
  - Ensures fit/gap is comprehensive
  - Head start on developing test scripts and training

# Fit/Gap

## **Schedule**

- Sessions start Monday 10/1 and run through Monday 12/3
- Weekly schedule:
  - 9:00-12:00 and 1:00-4:00 Mon – Wed
  - 9:00-12:00 Thursday
  - No sessions Thursday afternoon or Friday
- No sessions scheduled:
  - Columbus day
  - Veterans Day
  - Thanksgiving (day before, Thanksgiving Day and day after)
- Time and Labor and Payroll sessions scheduled in the first two weeks

# Questions?

