CHRS

Common Human Resources System

An Introduction To:
A Common Human Resources System

Presented by

Human Resources

Channel Islands

CALIFORNIA STATE UNIVERSITY

Today's Agenda

- Welcome and Introductions
- Meet Our Sponsors
- What's New to PeopleSoft
- Project Overview/Timeline
- Key Highlights & Features
- CHRS System Summary
- Q & A

Meet Our Sponsors

Laurie Nichols

- Associate Vice President for Administrative Services and HRO

William DeGraffenreid

- Interim Associate Vice President for Faculty Affairs, Equity and Success

Jim August

- Chief Information Officer

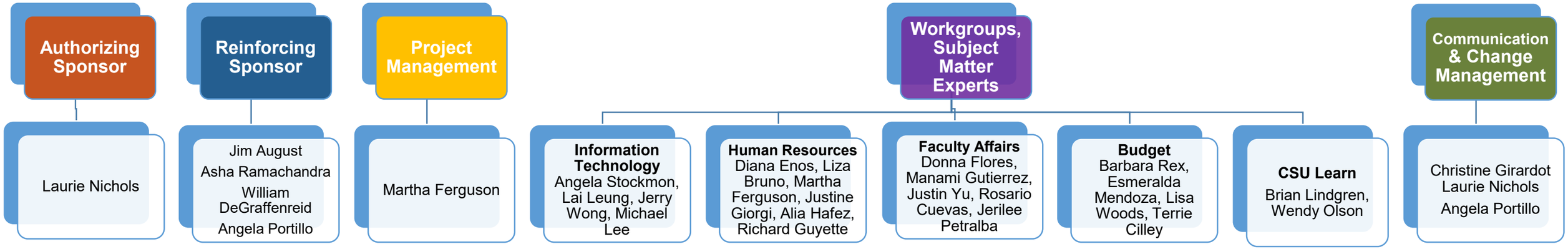
Asha Ramachandra

- Director of Information Technology Strategy

Angela Portillo

- Director of Human Resources

Meet The Project Team



What is CHRS?

- All campuses, including the Chancellor's Office move to 1 standard HR Peoplesoft platform versus 23 campus versions
- A Peoplesoft system update to replace the prior version which is no longer supported
- Streamlines business processes creating systemwide efficiencies
- A centralized plus cost effective method to maintain application system changes and upgrades

CHRS is replacing CI Personnel

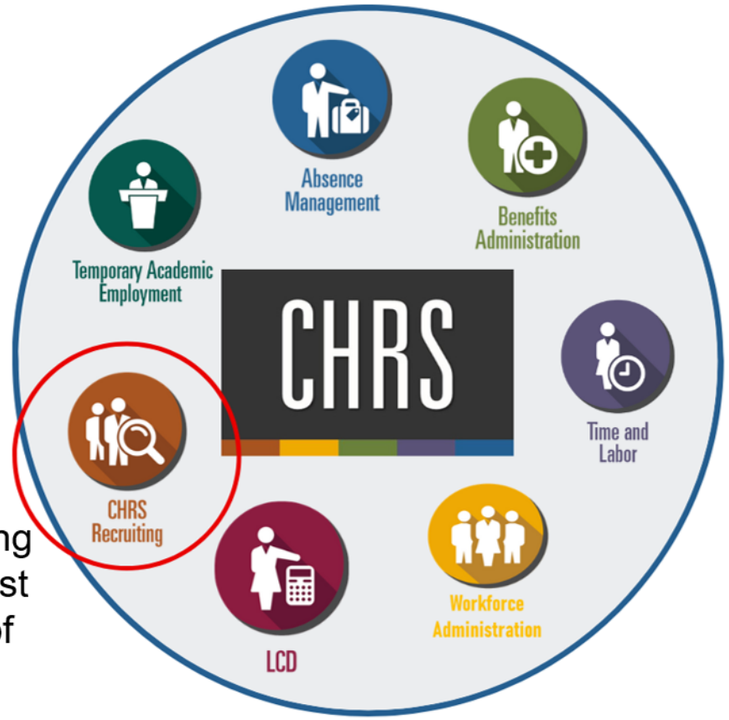
CHRS Recruiting – First Piece

The Recruiting module, implemented in 2021 was the pre-requisite to upgrade to the latest version of the upcoming Human Resources System

What is the difference between CHRS Recruiting and CHRS?

	CHRS Recruiting	CHRS
Already implemented	Yes	No
Common to all campuses	Yes	Yes
Used for	Attracting and hiring new employees	All HR Tasks
Platform	PageUp	PeopleSoft 9.2
Who uses it?	Those involved with recruiting, hiring and onboarding	Nearly all staff, faculty and administrators

Recruiting is the first piece of CHRS



What will Channel Islands Gain?

- Automated Human Resources processes to replace some paper forms
- Automated Human Resources processes to streamline
- Built-in email notifications for Payroll entries as delivered by Peoplesoft
- Increased access to Self-Service to:
  - Streamline, simplify HR processes
  - Save on paper
  - Reduce audit discrepancies

Strategic Initiatives Aligned with CHRS Outcomes

Capacity and Sustainability

Taking action to sustain and advance a robust University in an era of declining state support.

Promoting sustainability as an integral part of University planning and operational activities.

4.10 Continue to pursue efficiency and assess effectiveness in administrative services and systems.

4.12 Leverage technology to allow more time for people to engage in the activities that require human intervention (e.g., eliminating rote manual processes in favor of automatic ones).

Impacts on You

General Impact by Role

Human Resources and IT
- Actively engaged during the implementation process
- Partner with the Chancellor's Office CHRS Project Team

Human Resources Employees
- Will see business processes change and learn new procedures
- May be involved in software testing

Employees Who Use Self-Service
- Will find that Self-Service has a new workflow and look
- Will be a change to get used to

- **Campus Leaders**
- Support their team who is helping implement CHRS
- Support employees in adopting the software

CHRS' Key Advantage is its Online Processing Capability

Staff & Faculty

-Expanded use of Time & Labor and Absence Management

-Online reporting of overtime and shift differential entries

-Employees will be able to view and update own personal information via self-service

-Ability to view and update benefits information

- -current enrollment
- -life events

Managers & Approvers

-CHRS Recruiting continues to integrated with CHRS Workforce Administration or Job Workflow

-Expanded use of Time & Labor and Absence Management processes

HR & Faculty Affairs

-Select payroll transactions previously created and submitted via paper forms or Adobe Sign forms will be submitted via employee and manager self service

-Receiving training on the new features and developing new business processes and procedures.

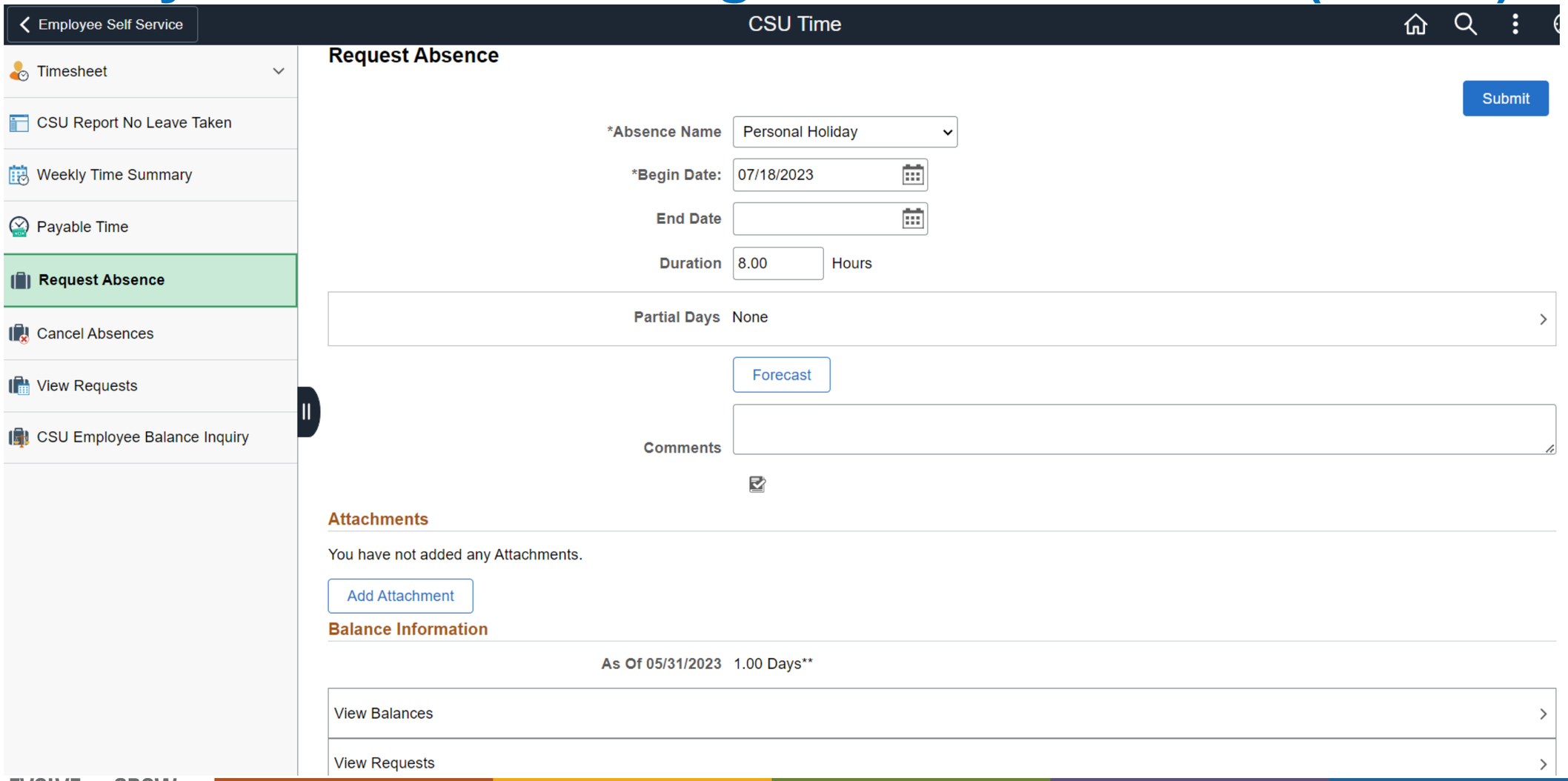
-Will train campus users on how to use new self-service features.

-Access to robust reports

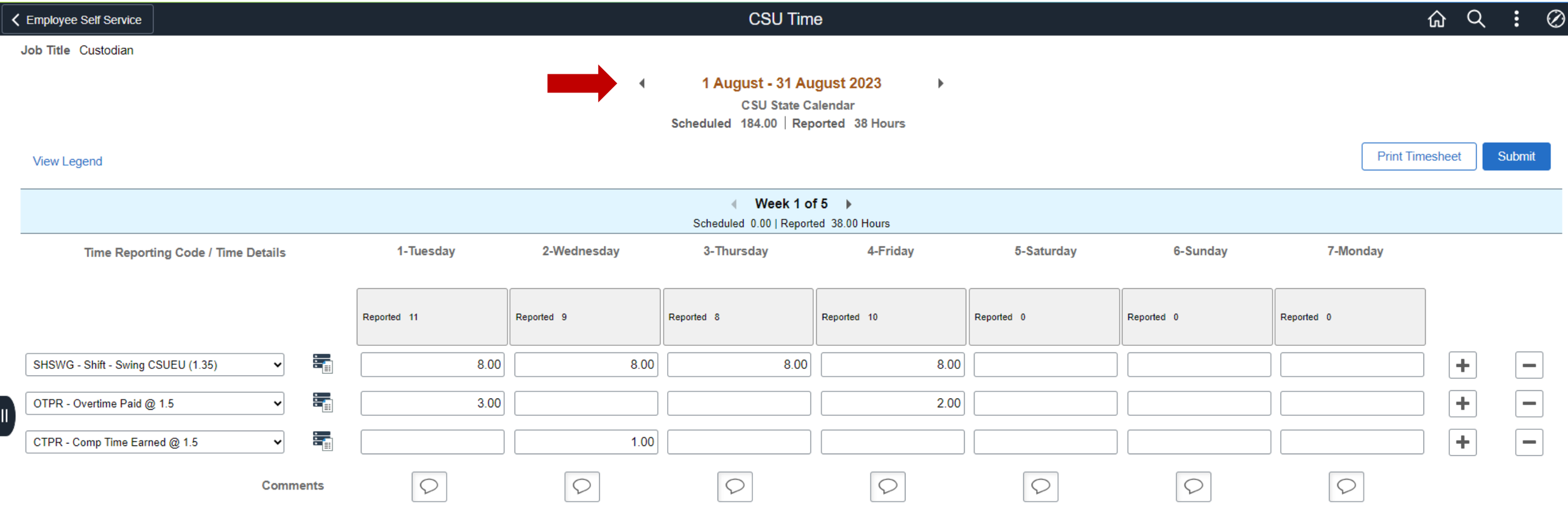
SNEAK
PREVIEW

Brand New Self-Service Panel

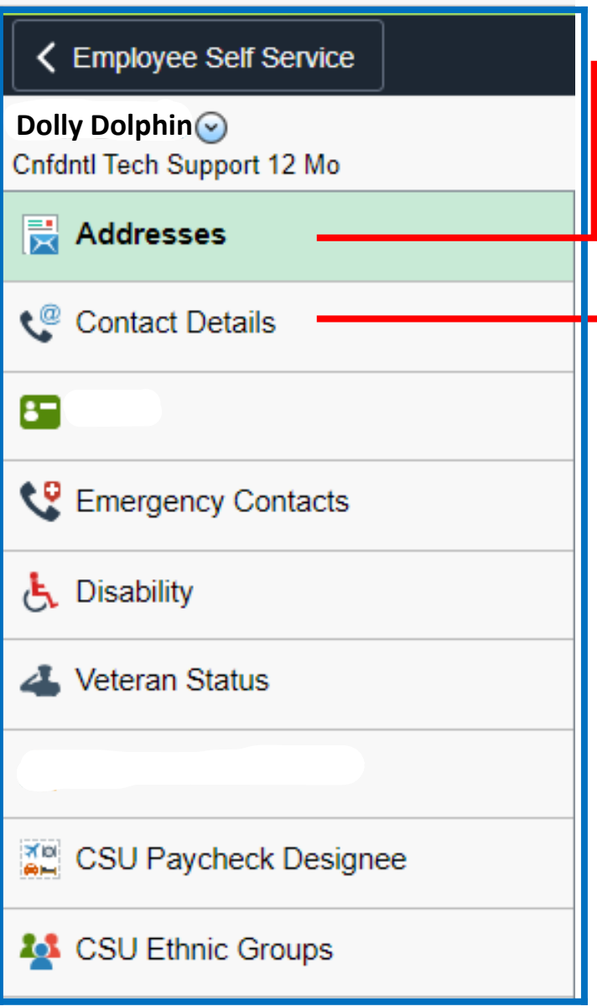
Payroll Absence Management Self-Service (AMSS)

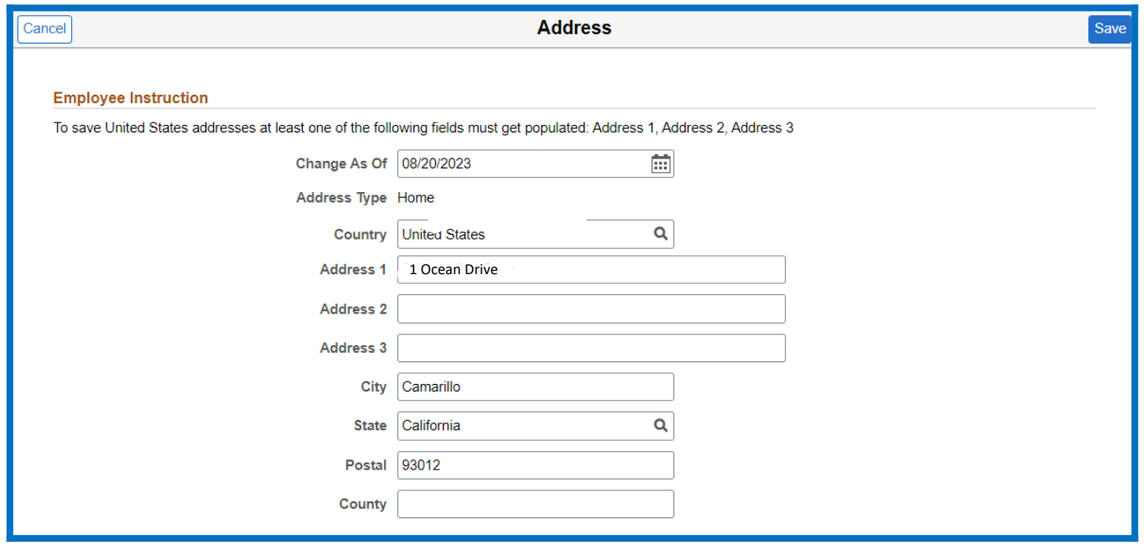


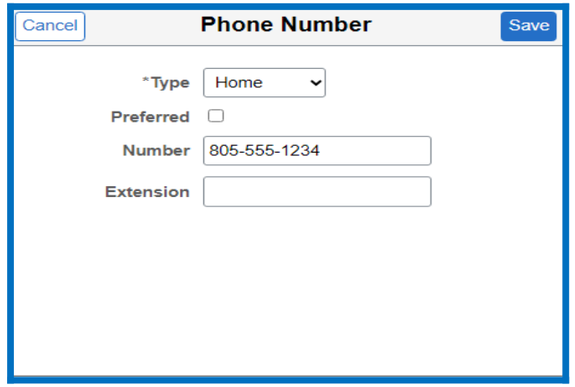
Payroll Time & Labor Self-Service (TLSS)



Employee Self-Service - Personal Details







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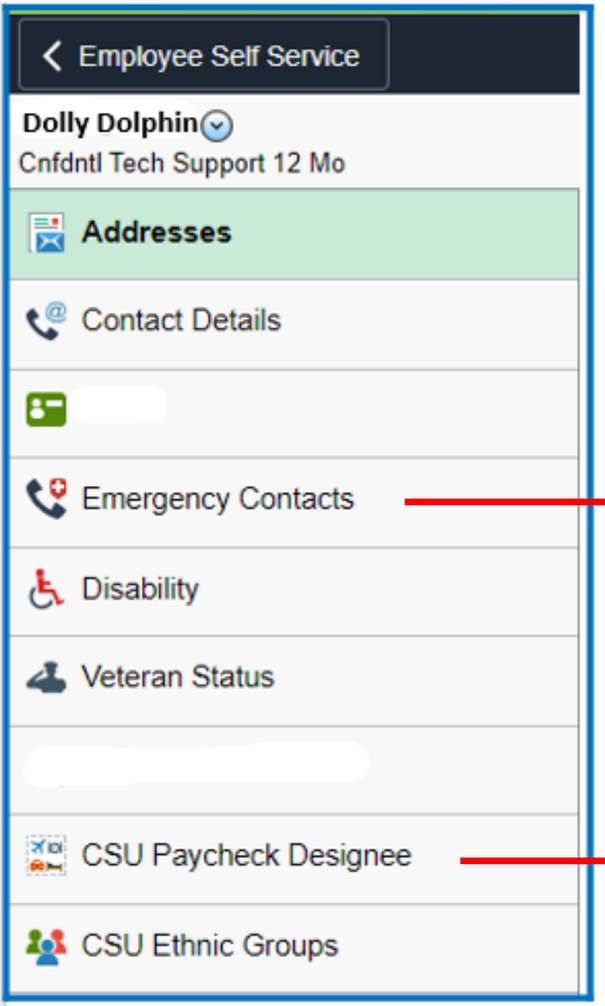
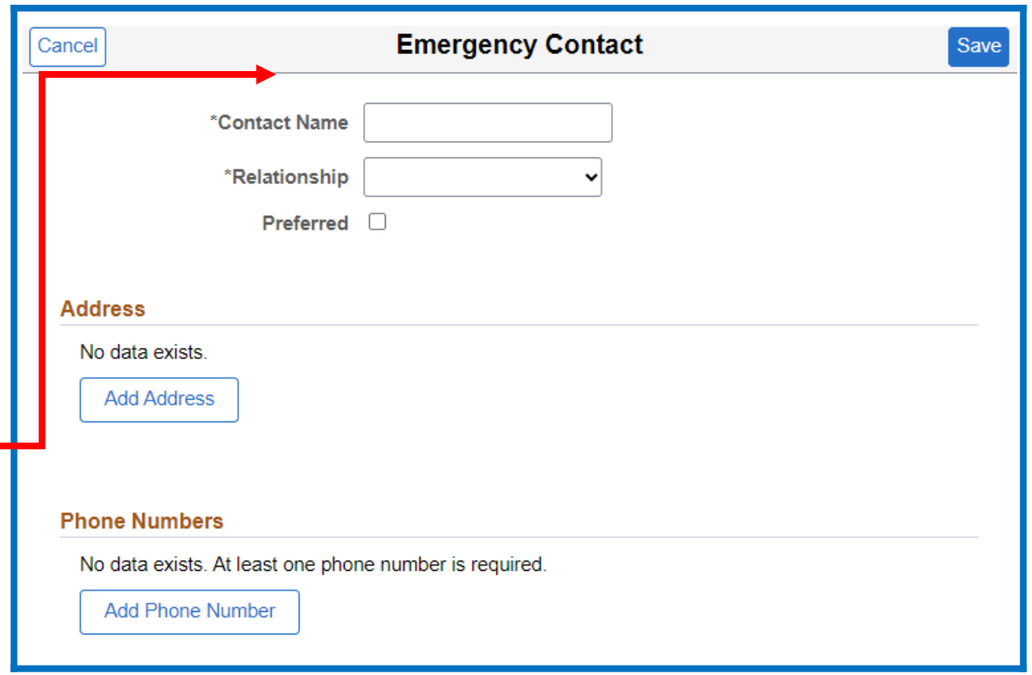
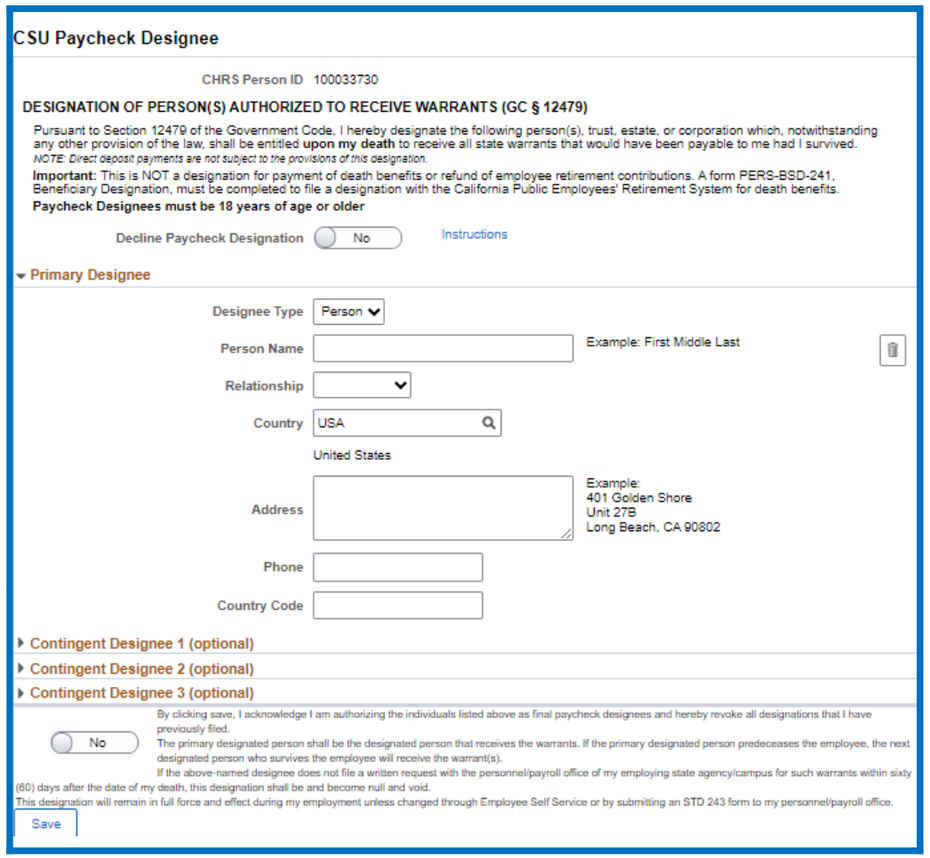
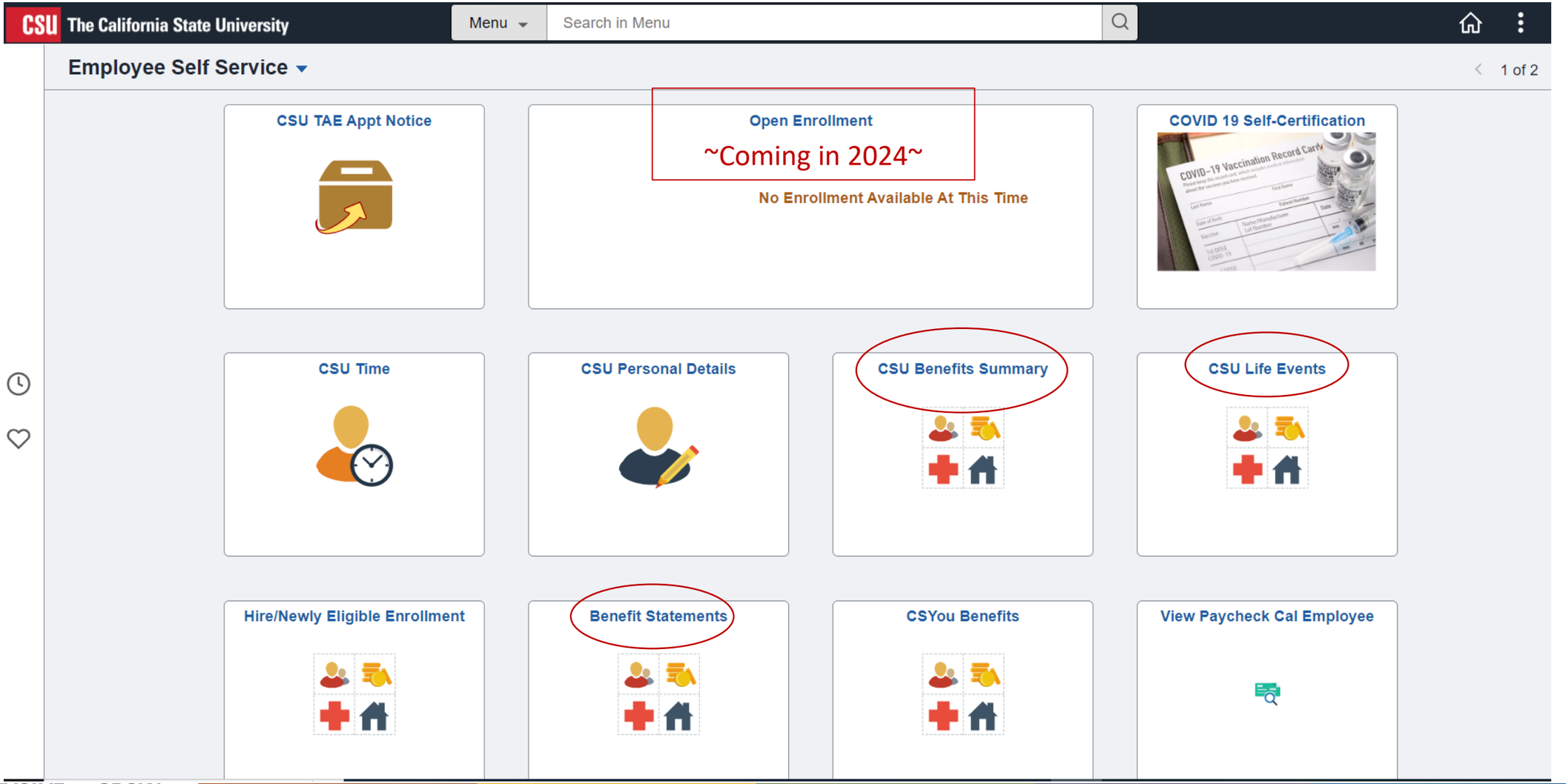






Benefits Self-Service



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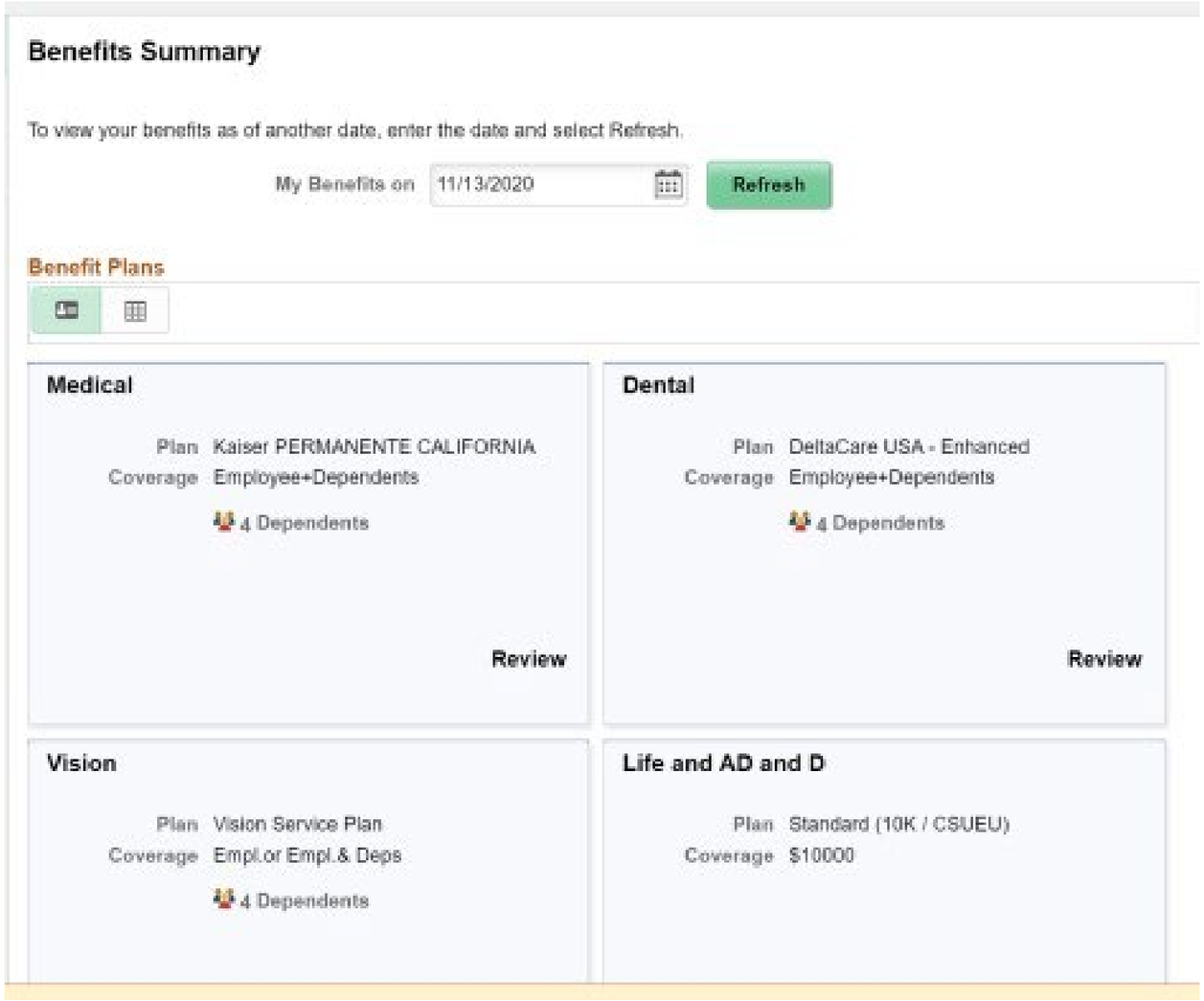
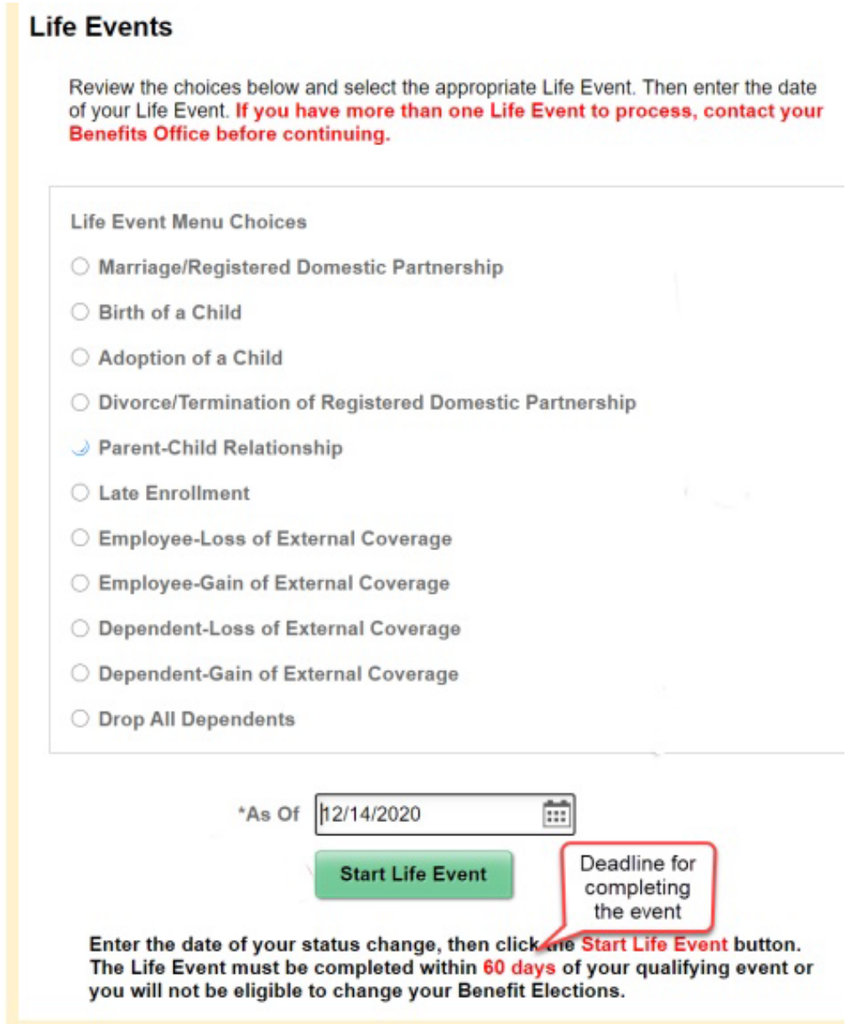
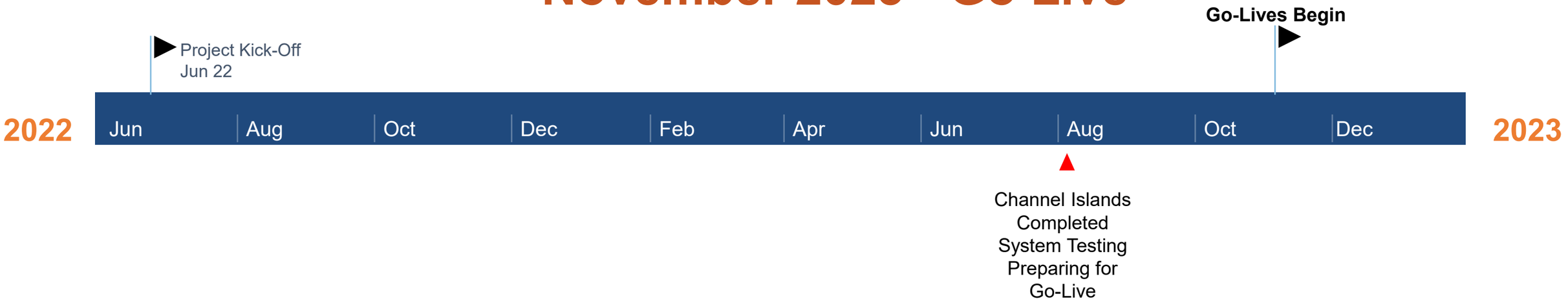




When is this happening?

November 2023 - Go Live



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New CHRS System

BEFORE

- *Self-Service limited*
- *Manual Reports*
- *Campus owned process guides*
- *AdobeSign routing for signature*
- *Paper Payroll timesheets and overtime reporting*
- *Employees cannot view benefits information*
- *Not designed for mobile device use*

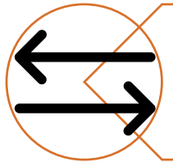
AFTER

- *Expanded self-service to broaden audience*
- *Standardized and New! Reports*
- *Shared access to CHRS Library of process guides*
- *Peoplesoft built-in automated routing and approvals*
- *TLSS online timesheet entry reporting*
- *Employees self-service to view benefits information*
- *Mobile device use by employees & approvers is encouraged*

Ways You Can Support the CHRS project

Participate in campus testing, training and go-live events

Provide feedback either directly or through survey responses



Recognize and acknowledge the complexity of change

Celebrate and advocate for change (even small ones)

Contact CHRS Project Implementation Team

- Project Management
- Change Management

QUESTIONS?

THANK YOU

FOR PARTICIPATING IN THIS IMPORTANT PROJECT

Visit CHRS

on the Web https://www.csuci.edu/hr/chrs/