

Facts and FAQs

In scope for Phase I (January 1, 2015)	<p>Workday's Human Capital Management (HCM) suite:</p> <ul style="list-style-type: none"> - Human Resource Management (including Compensation) - Benefits Administration - Payroll Administration - Employee Self-Service 								
Example business processes in scope for Phase I	<p>Workday begins at the point of hire, manages employee job and life changes, administers pay and benefits and ends at the point of separation.</p> <p>All staff and academic appointments Change personal information (name, address, direct deposit, emergency contact) Make benefits elections View paycheck</p> <p>Departmental and Central HR Teams Hire new academic appointee and staff into positions Modify academic appointee and staff information e.g. job changes, terminations Initiate, request or approve one-time payments and compensation changes</p>								
Future phases	<p>Recruiting Talent Management Time Tracking</p>								
Expected benefits of implementation	<p>Access to better information and reporting Better deliver of core HR services, e.g. less manual processing Mitigating HR risks to the University</p>								
Other universities who have implemented or signed with Workday	<table border="0"> <tr> <td>Brown University</td> <td>Georgetown University</td> </tr> <tr> <td>University of Southern California</td> <td>Carnegie Mellon University</td> </tr> <tr> <td>Cornell University</td> <td>New York University</td> </tr> <tr> <td>Yale University</td> <td>University of Miami</td> </tr> </table>	Brown University	Georgetown University	University of Southern California	Carnegie Mellon University	Cornell University	New York University	Yale University	University of Miami
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Key features of Workday	<p>Cloud-based Access to real-time information and reporting Mobile-enabled for iOS, Android and Blackberry (future phase for UChicago) Intuitive user interface Automatic updates (and not costly upgrades)</p>								
Frequently Asked Questions	<p>Is Workday replacing UChicago Time? No, not in Phase I. UChicago Time will eventually be replaced by Workday's Time Tracking module, but the timing for this has not been determined.</p> <p>What employee 'types' will be housed in Workday? Workday will include all UChicago faculty, staff, other academic appointees, seasonal and student workers, temporary staff and academic appointments and expatriates. UCMC and staff on non-US payroll will not be included.</p> <p>Will historical employee data be available in Workday? No, historical data will not be uploaded into Workday due to data integrity concerns. Departments will be able to access historical data through IRF. For specific requests, the Workday support team will also have access to the current system (HRMS).</p> <p>Who is designing the system for UChicago? The core UChicago project team—made of staff from Human Resources, the Office of Academic Affairs, Financial Services and IT Services—is initially responsible for determining how Workday will be configured for UChicago. This configuration will then be reviewed and tested by a cross-section of campus HR/Payroll liaisons. Key business and technical decisions will also be reviewed by the Business Advisory Committee and Technical Advisory Committee, made of representatives from the HR/Payroll and IT campus community.</p>								