

HUMAN CAPITAL MANAGEMENT TRANSFORMATION

Why Transform?

Today, the majority of organizational management, recruitment, onboarding and employee data management business processes are paper-based and require manual entry. Purdue's organizational structure is not accurately reflected in our system, and as a result, work and approval flows take place outside our core system. Multiple, complex pay processes have led to 52 unscheduled pay cycles in addition to the 50 that are regularly scheduled.

It's time to rebuild the core human resources structure in an integrated manner to provide automated work and approval flows as well as support for recruiting, onboarding, compensation, career path mapping and performance management.

Transforming the way we do business.

Simplify:

- Merit planning processes are integrated with performance and goals.
- Redesigned summer payroll processes eliminates complicated calculator.
- User-friendly interface provides employees with an easy to navigate unified location for their personal employee data.

Organize:

- Job family structure provides career paths and simplified job classifications.
- Implementation of standard terms, definitions and elements across the board will create better reporting and consistent data.

Streamline:

- An integrated, paperless system allows employee information to easily flow through an employee's life cycle from new hire to retiree.
- One recruiting source that captures new hire data for easy onboarding processes.
- One payroll system and process.

Automate:

- Integrated system decreases need to capture data on paper.
- Notifications and robust reporting provide decision-making information.
- Automated payroll process decreases errors and increases the time available to submit changes.

Spring, 2017

Fall/Winter, 2017

Spring, 2018

BUILD AND ITERATION TESTING

FORMAL TEST CYCLES

TRAINING

GO-LIVE AND
SUPPORT

Understanding new processes and mastering new technology takes patience, understanding and time.
We are here to help you transform the way you do business.

What's Transforming?

As we move from SAP to SAP SuccessFactors, eliminating paper processes with automation, the following processes will be transformed:

Foundation and Position Management:

- Organized job structure provides transparency that enables visible career paths and career development opportunities
- Organized structure simplifies and automates approval flow. 'Exception' reporting helps managers focus on those items that require attention and less on routine transactions.
- Department to cost center alignment streamlines reporting capabilities, eliminating manually created reports in order to view organizational data

Recruitment:

- SuccessFactors functionality eliminates Taleo, Student Employment Management System (SEMS) recruitment and other recruitment systems. Certain aspects / modules of SEMS will be hidden or removed if / when that functionality is enabled in SuccessFactors for student employees.
- Faculty, staff and student hiring processes automated through one system
- A flexible, accommodating process will allow for both simple and complex hiring situations
- A single storage source for candidate information eliminates countless manila folders and printed copies of vitas, resumes contacts, etc.
- Online and automated offer letters and other potential candidate communications replace manual process
- Automated approval flow allows hiring manager or other required signature delegations access to candidate information
- The ability to report on all the candidate/new hire information within SuccessFactors eliminates today's hand-stitched reports

Onboarding and Offboarding:

- Personnel Action (PA) paper form and manual process eliminated by automated workflow from recruitment module to onboarding
- I-9 and computer access steps automatically included in process
- Automated off-boarding steps decrease opportunities for overpayment simply because the paper form was not completed, approved and then processed in a timely fashion

Time and Payroll:

- Eliminates paper timecards and Kronos
- Automatic approvals (depending on schedule) eliminates review approvals by utilizing exception reporting that easily displays time off, over time, etc.
- Eliminates today's back-and-forth between pay cycles for grad students by placing them in a bi-weekly pay cycle, regardless of exemption level
- Visible sick leave 'bucket' removes confusion; manual calculation of available sick leave is eliminated
- Online summer pay process eliminates current summer calendars and manual calculations
- Online PAR process eliminates paper form process and manual entry

Compensation:

- Streamlines merit planning, reducing the current process from months to weeks
- Enables employees to view annual compensation statement through Employee Self Service, eliminating the need to print and sort 12,000+ statements annually
- Streamlines Bravo Award process, making it easier to nominate and award electronically

Performance Management and Goals:

- Clearly displayed goals for employees increases manager/employee ability to easily track progress
- Processing staff and student performance appraisals through one system eliminates various paper processes and inconsistencies across the campus(es)