HAVERFORD
COLLEGE

Haverford College
Workday Implementation Project

Transforming HR, Finance, and Payroll Processes and Systems

November 11, 2016

workday.

Project Overview

Project Goals

- Implement a new, user friendly and effective system to better support all of Haverford's HR, Payroll, and Finance needs.
- Leverage best practice work processes in order to streamline our day-to-day administrative activities.

What is Workday?

- Workday is a leading-edge HR/Payroll/Finance system
  - Hosted in the Cloud by Workday
  - Accessed via a web browser or mobile device
  - Simple user interface (like Amazon or Facebook)
- Will replace current HR (ADMIN), Payroll (ADP), and Finance (Kuali) systems
- Incorporates best practices for Higher Ed
  - Used by many of our peer institutions

Project Scope

HCM

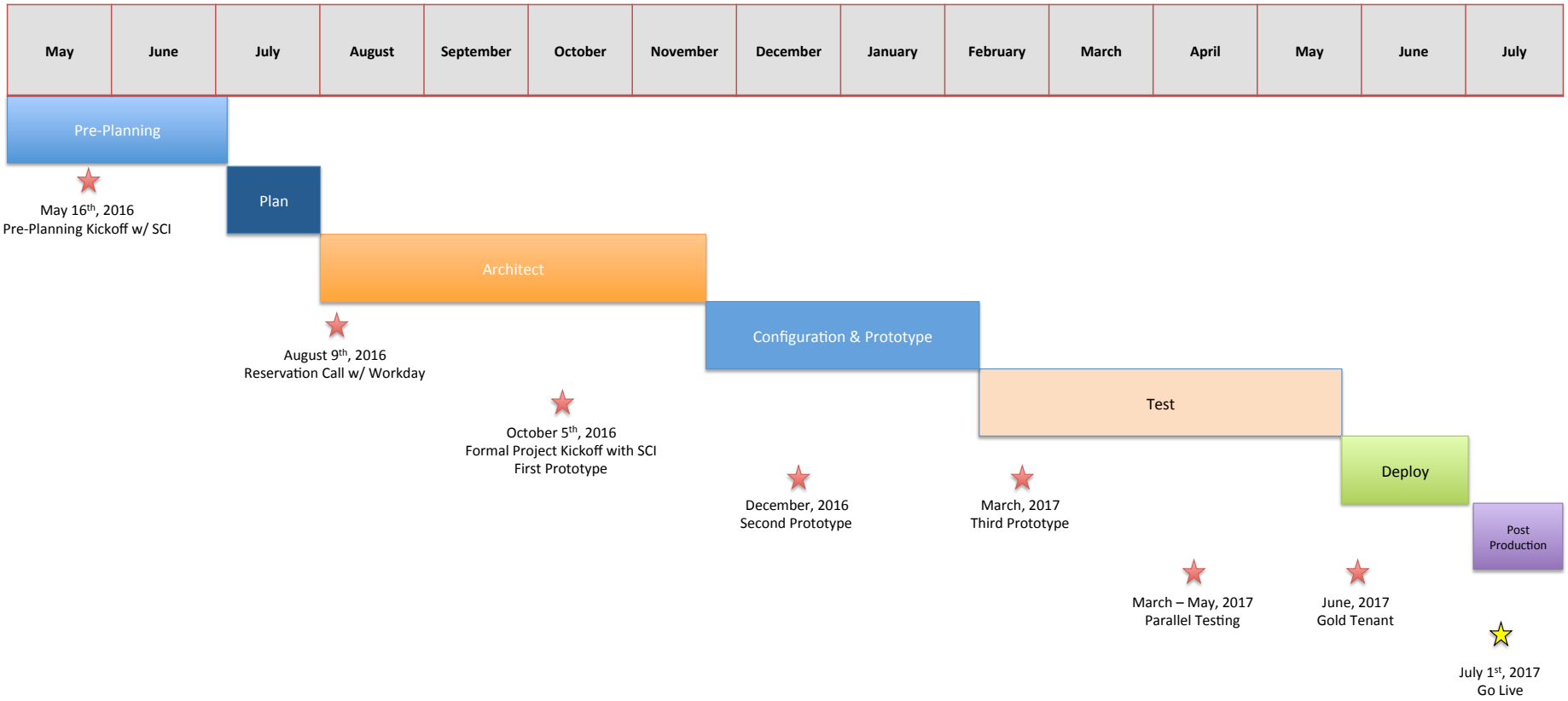
- Human Resources
- Compensation
- Benefits
- Time Tracking
- Absence
- Recruiting

Payroll

Financials

- Financial Accounting/ Reporting
- Customer Accounts
- Supplier Accounts
- Banking & Settlements
- Procurement
- Endowments & Gifts
- Expenses & Business Assets
- Budgets

Project Timeline



Project Objectives – IITS

- Provide a user-friendly system that helps the community accomplish their jobs more easily and effectively.
- Provide flexible reporting tools that better meet college and individual reporting needs.
- Minimize manual processes and manual integrations to maximize time devoted to value added activities.
- Place Haverford within rich communities of practice to ensure good work processes and procedures and enable collaboration.

Project Objectives – Finance

- Easy access to reports to provide timely and accurate data for informed decision making
- Expense reimbursements via direct deposit
- Best practice workflows for faster approvals and reimbursement
- Access to view and adjust payment and tax elections (paystub and W2)
- Practically eliminates need to send paper forms to the business office

Project Objectives – Human Resources

- Provide unified streamline service for HR, Payroll, Benefits, Absence Management, Recruiting, and Onboarding.
- Empower employees with self-service
  - Hourly employees enter their time online or via mobile
  - Request leave (sick, vacation, etc.)
  - Benefits review and enrollment
  - Update your own profile with personal changes
- Enable managers to review and approve employee time and requests.
- Support simplified process for recruiting and hiring

Project Team

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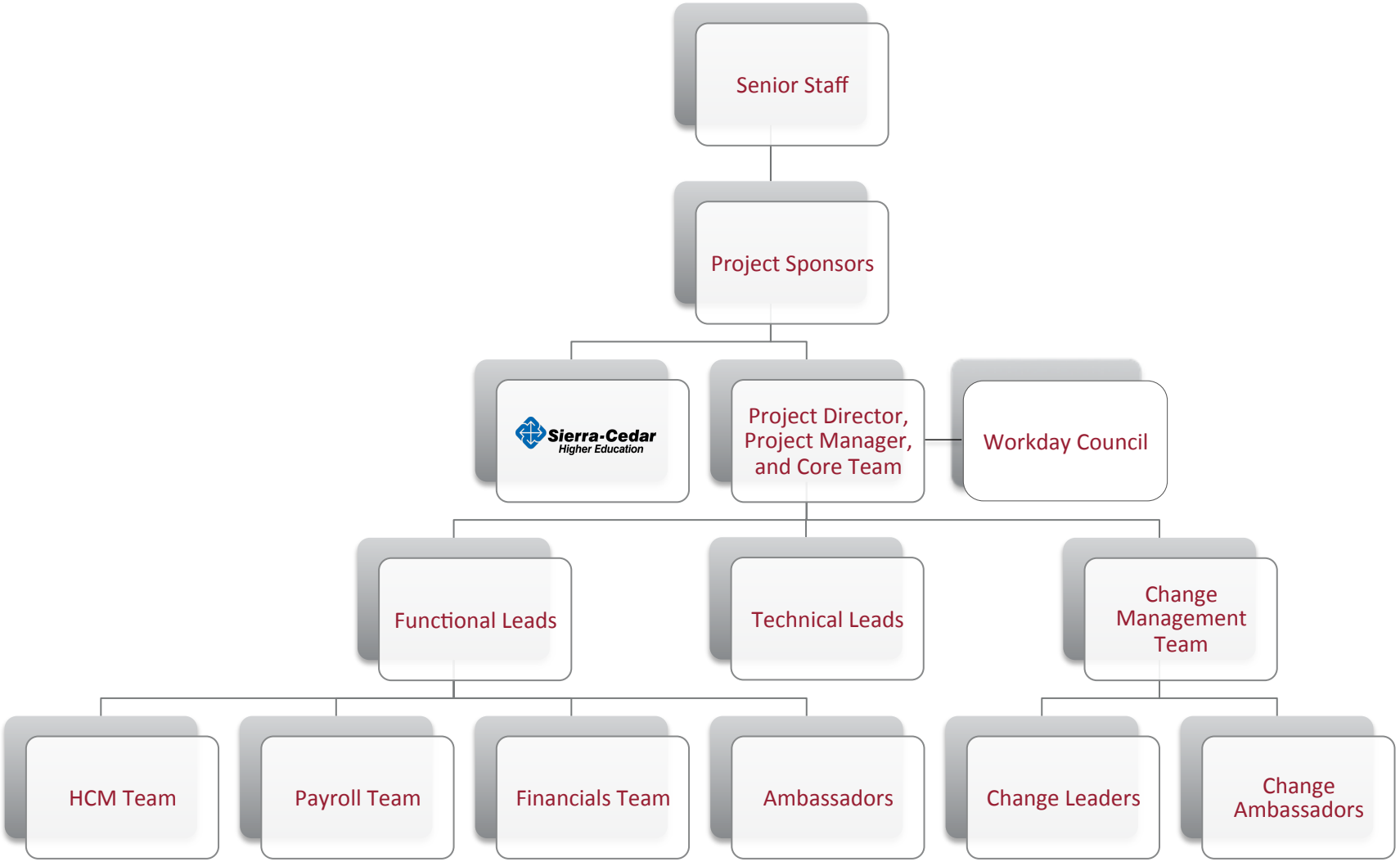

Change Ambassadors

Marta Bartholomew	Provost's Office
Lisa Griffin	Provost's Office
Marie Bistline	Business Office
Bryan Savage	Facilities
Joe Hudgins	Housekeeping
Pat Callaghan	Dining
Kerry Lynch	Institutional Advancement
Susan McCabe	Athletics
Wendy Smith	Athletics
John Castrege	Security
Cheryl Mathes	Student Services
Joan Wankmiller	President's Office
Dawn Heckert	Library

Contact Us

Workday Project Website:

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