Workday Implementation Update

Feb. 2017

Human Resources

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Contents

- Project Background
  - Project Background
  - Why Workday?
  - Project Objectives

- Project Overview
  - Approach
  - Scope
  - Timelines

- What's next?
  - Project activities
  - What to expect

- Q&A

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PROJECT BACKGROUND

- PeopleSoft HCM 9.1 not supported beyond Feb. 2018

- Major implementation effort would be required to meet the program's objectives

- Request for Proposal (RFP) in 2016 as due diligence to explore options:

  - 3 short-listed vendors invited for in-person demonstrations in Fall 2016

  - Comprehensive campus participation in vendor evaluations:

    - 31 representatives from HR and IST

    - 8 representatives from the Faculties

    - 19 representatives from academic support units

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WHY WORKDAY?

- Workday HCM with PwC as implementation partner

- Industry leading and highly innovative system

- Received highest average score for their demonstrated functionality from campus, HR and IST evaluators

  - Particularly strong feedback for Employee/Manager Self Service, organizational structure and position management, reporting, time & absence management, implementation and support, and technology (security and integrations)

- Meets nearly all requirements out of the box

- Most agile for long-term innovation

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PROJECT OBJECTIVES

Project Purpose: "Leveraging technology to improve the client experience."

Benefits to campus:

- More electronic forms (less paper!) with electronic workflows & visibility of status

- Improved and additional manager and employee self-service capabilities

- Support for mobile service delivery

- Increased access to reporting capabilities

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PWC/WORKDAY APPROACH

Workday

- 98% customer satisfaction rating

- Business processes specific to higher education

- Workday training for project team

- 4 instances available during implementation

- Delivery Assurance Program

PwC

- Support for design, configuration, and testing of Workday (not organizational change mgmt)

- Strong experience, including in higher education

- Primarily Canadian project team with strong local presence

- Hybrid on-site/remote model

General

- Iterative approach with multiple prototypes configured and tested

- Emphasis on training UWaterloo resources to support post go-live maintenance

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HIGH-LEVEL SCOPE

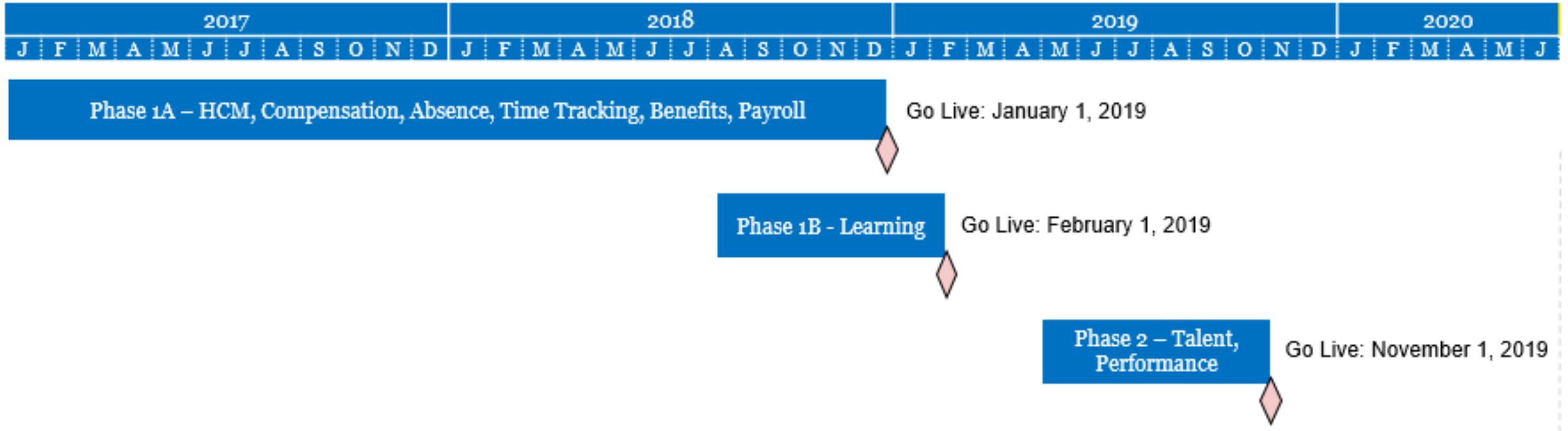| Phase 1A Target Go-Live = Jan. 1, 2019	Phase 1B Target Go-Live = Feb. 1, 2019	Phase 2 Target Go-Live = Nov. 1, 2019
• Core HCM (employee data & lifecycle events) • Payroll • Compensation • Benefits • Time Tracking • Absence Management *(may be phased solution)* • Onboarding Related reporting/ESS/MSS functionality	Learning (Training Administration)	• Performance Management • Talent Management • Related reporting/ESS/MSS functionality
Data Migration & Archiving, Integrations & Interfaces, etc.		
Organizational Change Mgmt, Communications, Training, Procedures, etc.		
Out of Scope: Recruitment		

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HIGH-LEVEL TIMELINES

Check the HR Technology Renewal Program website for updates!

UPCOMING PROJECT ACTIVITIES

- February – May:

    - Business process & business rules workshops

    - Project planning

    - Collect UWaterloo data and business rules to populate Workday

    - Secure campus engagement

    - Workday training for project team

    - Plan and begin project communications

- Beginning in June:

    - Architect workshops led by PwC

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WHAT TO EXPECT

- Frequent, transparent, two-way communications

- Engagement with departments to understand functional needs and to discuss interface requirements

- Workday training (online & through super-users) as we get closer to deployment

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