Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
Better way to managed academic year appointments? Currently using short work break code when not paid in the summer.	Academic Year Appts	Assume this is folks paid by semester on contracts (lecturers) and they are trying to keep portal/CS access? This is only a Boulder issue.	Need More Info
Faster way to "rehire" for academic year and summer by centralizing position, funding and job fields on one template/form.	Academic Year Appts	We should be able to do this in 9.2.	9.2
Allow contracts, especially for new faculty and lecturers, to begin paying out in August	Academic Year Appts	We do this for Denver and can offer a 10 pay 10 or 10 pay 12 in Boulder & UCCS as needed. Employees will get just a partial payment.	9.2
Simplify the process of requesting and approving access across FIN, HR and Campus Solutions	Access	We can work on HR, but have to meet with other security coordinators to see what is possible. We will assign to Jen to bring up with the security group?	9.2
Continue to allow access to the CU Resources tab even if a student is no longer working. Also allow access to the CU Resources tab for those employees paid strickly off of a Stipend job code.	Access	We are looking at keeping access for a period of time post employment for all groups. Currently there is a cost associated with this so we have to see what the campus folks think. Lisa is following up with the campus IT groups.	TBA
Can the new authentication process implemented in 8.9 be more streamlined in 9.2? We have been advised that end users will have to authenticate themselves on a daily basis and whenever end users log-in to the system after logging out or being timed out. Based on this information, at the very least, end users are going to have to authenticate themselves at least twice a day (once every morning and another time after lunch).	Access		8.9
Need a consistent way to accurately track and report on promotions. We probably need a consistent system-wide definition of what a promotion is.	Action Reasons / Statuses	Can also drive this through the form.	9.2
% Time / FTE Change issues. Two different fields. Two sets of action reasons (position based and job based. We need to sync this up and simplify the business process. Discuss having % time auto-populate the FTE field or having the compensation rate auto-calculate to match the % time change.	Action Reasons / Statuses	We will have to look at this in terms of what the salary can autocalculate. Can this be done on a form?	9.2
Currently 8.9 has statuses of "Proposed", "Approved", and "Rejected". The "Rejected" status serves no purpose and doesn't stop pay.	Action Reasons / Statuses	These actions will be stored and used differently as we upgrade. Need to follow up to see what they want to have happen.	9.2
On one of the forms that we create related to a classified staff hire, transfer or promotion, we should show the current probationary status fields and allow the user on the form to specify if the probation status should stay the same or be changed to certified or trial service. Any related date fields should be included too.	Action Reasons / Statuses		9.2
There are concerns about how an employee's "full name" shows up on the University of Colorado website (since it feeds over from HRMS). The concern is about identity theft since it includes the employee's full legal name and often mother's maiden name. The preference is that the University of Colorado website only pull "First and Last Name".	Active Directory Integration	Campus directory group working on preferred name - will discuss with the integration group	9.2

Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
Require an appointment end date for all student hourly positions and have some type of validation so the end date can be no more than 12 months in the future.	Appt End Date	Can we accomplish this through a form?	9.2
However we end up using the background check completed date fields in 9.2, we many want to discuss the need to restrict data entry to these fields to central HR offices and not at the business partner level depending on how all of the campuses use these fields. The need for this is to control the consistency and integrity of the data since it is at a central campus level where the approval of background checks occurs.	Background Checks	This is a business process to be reviewed by campuses at 9.2 onboarding detailed design.	9.2
Can there be a data pull from Campus Solutions so that when you're hiring a student, it will pull in the student's information into HR instead of having them complete the POI form (Name, SSN, DOB, and Address)?	Campus Solutions Integration	May fall under MDM and search match; Maybe they can use Taleo? - Not sure if possible at this point.	9.2
The ability for the HRMS and Student Information Systems to "talk to each other." I realize this is a long-shot but this would be helpful for: tuition remission, student retirement, visas, residency and I'm sure many many more things!	Campus Solutions Integration	In progress for student retirement, FICA and work study changes - Need additional information for other requirements	9.2
Have the comment field not be a separate screen, click, and save process. It would be easier to use if comments were in line with the rest of the entry process or in the Job Approval screen like it used to be.	Notes	This will be resolved through the use of a form.	9.2
Not 9.2 directly related, but it would be more efficient if moving reimbursements could be processed through Concur instead of HCM	Concur Integration	As some of these are taxable we are not able to do them through concur. We can talk to finance to see what may be possible.	Would need to talk to Finance
Interface to pull in work-study award limits from ISIS	Current Functionality Needed	yes this will be done	
Interface to send earnings from HRMS to ISIS	Current Functionality Needed	yes this will be done	
Billing program for off-campus work-study	Current Functionality Needed	we need more details to see what may be possible - we can provide the data to create the billing statements - not sure we can record payments	
Interface to send enrollment data from ISIS to HRMS	Current Functionality Needed	yes this will be done	
Somehow notify students ahead of time that they will pay into retirement based on their credit hours or when they work 80 hours in a pay period.	Current Functionality Needed	we can look at this.	
Upload of batches from Time Clock Plus	Current Functionality Needed	we can look at this - if they can produce the time files in our file format.	
Special page for work-study payroll expense transfers (PETF)	Current Functionality Needed	yes we are including this - we would like to for these to be run through payroll as the earnings code changes and we want the systems to stay in synch	

Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
The ability to attach things to employee records (e.g. offer letters etc.) so everything was in one place and would eliminate the need for paper files.	Document Retention	Document attachments have been requested for I-9 documentation and documents for hires. Onbase is still a discussion for the Campuses however, unrelated to the upgrade	9.2
Allow the Empl Class field to be editable on initial entry and to not switch to hourly when any changes are done to a job record.	Empl Class	we will no longer be using empl class to record workstudy so this issue should be reolved. We will also no longer be using the field for student retirement either.	9.2
If we can’t combine position/job together for setting up/changes, then can we have it so if we make a change to the position, like move from job code 4101 to 4102 that it updates the work location tab and the job information tab but doesn’t change the Empl Class?	Empl Class	as we won't be using the empl_class this should resolve this issue.	9.2
Is there a way in 9.2 for our budget offices to more easily determine if a position has ongoing funding versus temporary funding?	Funding Distribution	We are working with Finance to determine what is possible	9.2
Need more discussion on how funding distribution works in 9.2.	Funding Distribution	we will circle back with the campuses in detailed design	9.2
Have the appointment end date entered on the job record automatically inserted as the end date on the funding distribution.	Funding Distribution	we can look at this - but what will we do when the date is reached - terminate the employee? Depts have trouble managing this now. - Maybe this should be a report	9.2
Remove the Funding End Date	Funding Distribution	Certain business processes require funding end date and cannot be removed. It is not a required date and does not have to be entered.	9.2
Need the ability to copy position and job data.	Misc.	We will evaluate required reports	9.2
Is it possible to use only one job record for a student’s academic year and summer appointments rather than using two records? We’d want to make sure the work-study programs would work correctly.	Multiple Appts	Yes - we will be discussing this.	9.2
Former names – right now it looks like when a name is changed for an employee it is just overwritten in the system and there is no searchable place where the former name is kept. Perhaps it is in the HRMS system somewhere but it is not obvious where it can be found.	Name Search	We will research functionality and may to create a report - will need requirements	9.2
Data should be hyper-linked to allow the user to quickly jump from one part of the system to another.	Navigation	9.2 offers new navigation functionality - dashboards and workcenters	9.2
It can take a long time to add a "note" in position or job data. It takes an inordinate amount of time to “populate” – it would be extremely helpful if this could populate quicker (in the current system as well in the new system); in other words: Entering notes takes way too long and increases data entry time by two-fold due to long system processing when moving between the main entry pages and the notes page.	Notes	Will research	9.2

Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
Propose that a couple of points about the “Notes page”: it would be nice if all the notes did not link to the effective date because if the effective date gets changed after the note is written (even before saving the main page), the note gets buried. This applies to all three aspects (Funding, Position and Job Data) in HRMS.	Notes	This is delivered functionality and may not be able to be changed. Will research, however, this will impact all notes throughout the system.	9.2
Online I-9s / self-service may have issues for H&DS with high number of student employees. Need to include a Boulder H&DS rep on the I-9 subcommittee.	Online I-9	Ok	9.2
Find a method in 9.2 to track student appointment % time limitations (could potentially end up being 25 hours/week maximum across all campuses during the academic year) to comply with Affordable Care Act requirements.	Payroll		
Simplify the process for additional pay and the Additional Pay Form process. See separate "UCB Wishlist for APF's" document for further details.	Payroll		
Weekly Off Cycle payroll processes	Payroll	we are working on this and should have this working by the end of the summer 2014	
There needs to be a more accurate way to track student employees. Currently, since PPLs are required to switch the employee records between academic year and summer, it is a pain to track a student who (for instance) has been working in our department for “four years straight”.offline.	Payroll		
If a job record is on a short work break, do not insert a row for FICA status update. We always have to delete that row in order to enter return from short work break.	Payroll	we are looking at how we will manage FICA changes - hope to find a better way to do it.	
Currently, in 8.9 the compensation field in the Salary Upload panels does not have a comma, whereas in the job data compensation field it does. It would be great if 9.2 had the comma for all compensation fields to help reduce errors. Ex. Salary upload amount = $100,000. We’d like to have the salary upload field reflect “100,000” instead of the current format of “100000”. Additionally, the compensation fields in the salary upload panels only allow you to enter compensation to two decimal places, i.e., $3000.13, whereas the same rate in Job Data has more decimal places than that, so it's difficult to sync the two up. We would like to see the fields in the salary upload pages be formatted consistently with the Job Data compensation fields.	Payroll	7/16/2014	
Onboarding new employees with system access - use of pre-employment POIs.	POIs	Yes this will be explored	
Pre-employment POIs are often not inactivated after the employee is hired.	POIs	we have a process now to inactivate them - it is not run regularly. How often is desired?	
Positions show as being filled the moment they are hired into (currently, a position will show as vacant until the actual day of hire comes)	Position Data	We are researching	
It would be nice if someone starts working with a position, even if it's in proposed status, to make the job unavailable to other changes at that point.	Position Data	We're not sure this is possible, however we will look at the inactive status for this process	

Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
Need the ability to get a position number for new positions at the beginning of a process instead of the lag time that happens through the current PeopleAdmin process that requires waiting for the position to be reviewed and approved by HR in PeopleAdmin before a position number can be created.	Position Data	We are researching	
Is it possible to have effective date sequencing in Position Data?	Position Data	No that requires a extensive change to the system - If the issue is correcting the data, have a form route to person with correction	
Have the PPL listed somewhere in the job record so it's easy to contact them when needed (we manually update a list in our office).	PPL / Business Partner	We can look at how to do this.	
Can we have a PPL/Business Parnter role in the system and use it to maintain a current list of people with this role and the departments they support?	PPL / Business Partner	Yes - we are looking at having better roles in the system so that this may be possible.	
Enterprise Learning>Comprehensive Learning Report only provides the first (passing?) score of the day even if the employee took the quiz again and scored higher. Some employees who trained don't show on the report.	Reports / Training	Will have to talk to Mary/Janet about this.	
Admin Training and Student Training History are cleaner/easier to read than Comprehensive Learning Report but didn't always provide complete data.	Reports / Training	What is missing?	
Need a Work-study report that shows award limit, earnings through and remaining amount.	Reports / Training	Yes this is on our plan.	
Need a report of current employees with ISIS credit hours that are below a certain number (6 or 3) so shouldn't be working.	Reports / Training	Maybe we can do this in the ciw	
Have the discrimination/harassment date listed under personal information, maybe with the I-9 information, instead of running a report to see if the student completed it.	Reports / Training	we can look at what is possible.	
Meaningful end user audit reports needed	Reports / Training	Can we get details on what they would like to see?	
Pre-payroll processing report that shows what employees are going to be paid and where salary will be charged to	Reports / Training	Is this for salaried employees are everyone - time collection data too?	
Encumbrances work properly after contract is changed mid-year.	Reports / Training	We will be looking at the entire encumbrance process.	
Query tool the end user can use to pull information and create their own report	Reports / Training	we will be looking into cognos query tool and ciw. Any particular data needed? Ps query tool is also available now.	

Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
Per ongoing discussions between Boulder HR ODH office and Lisa Affleck, we are interested in having the system send an automatic notification to employees within 30 days of hire that they need to take discrimination/harassment training followed by a 2nd notification to the employee and their reports to if the training is not completed. Also need a notification when refresher training is due based on training dates tracked in the system.	Reports / Training		
Helpful to be able to run a report showing all employees who need to take the Discrimination and Harassment Training vs. looking up each person individually.	Reports / Training		
It would be nice to have a report that runs jobs by speedtype that are vacant and then by job title with easy sort options.	Reports / Training	We will evaluate during detailed design	
Users would like advanced time to see and test the new system in order to know better what the system can and can't do and what we may really need on this wish list. It's difficult to know what is needed when not familiar with what the new system can do.	Reports / Training	We are looking for January 2015 access to test databases.	
It would be nice to have a Pre-payroll processing report that shows if someone will be paid with a direct deposit or pay card.	Reports / Training	We will evaluate during detailed design	
If using address self-service, need to ensure internationals provide a local mailing/contact address.	Self-Service	we will look into what is possible.	
"Reports to" and higher level supervisors able to see employee information (and easily) in HCM, for example employee phone numbers, addresses, job titles, position numbers?	Self-Service	Yes - this will be on the work center/dashboard	
Will hardware be upgraded as well? Both the software AND the hardware architecture should be designed for 'peak usage', based on the busiest weeks of the year, not solely on the slow days. We should have servers with premium bandwidth and high-quality specs to support this new kit.	System Performance		
Not having to wait and wait for processing to finish before proceeding to the next step (this might be the idea of expert entry).	System Performance	Can you give specific examples?	
It would be helpful if the creator of a time collection batch could receive an auto-notification when a batch has been approved.	Time Collection	We will add this to our time collection design document.	
When doing Time Collection, have the main earnings code default in (like student job class, always default STH) and then still have the option to add a row or be able to change that default code.	Time Collection	This will be resolved as we move to multiple paygroups. We can also look at our time collection module.	
When doing Time Collection, have it automatically save the information that you entered for the student when you hit Next in List instead of hitting save after each student. At the end, you can hit final save.	Time Collection	We will add this to our time collection design document.	
A way for HCM to feed into our (UMC) Kronos timekeeping system the same day and not having to enter and update as much information in 2 systems.	Time Collection	Not sure what this is - can you please provide more details?	

Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
Be alerted somehow if an hourly employee (student assistant, temp aide) is due to be paid overtime. Currently if PPLs from two different orgs create batches, each PPL is unaware that the employee has more than 80 hours total for the two weeks. ES has to notify us by email after the employee has already been paid.	Time Collection	We will add this to our time collection design document.	
Currently when an employee reaches their maximum sick and/or vacation allowed the PPL (and employee ?) receives a paper notification that the hours will be swept. Makes this an email notification. (This item is also on the Leave/Time Mgmt wish list.)	Time Collection	We will evaluate during detailed design	
It would be nice if HCM adds a comment field for time collection or simply adjusting leave: right now we have to keep comments to leave adjustments offline. This isn't a very "clean-cut system" but it works for now. (This item is also on the Leave/Time Mgmt wish list.)	Time Collection		
Need an easier way to look up work study status, not have the work-study panel buried under reports/reviews.	Work Study	Yes this is on our plan.	
On CU Resources, provide a view of a student's work-study panel so the student can see his/her work-study limit, earned amount, remaining balance and earnings through date.	Work Study	We have added this to our plan.	
When doing work-study PETC, allow the department to move its employer share of earnings (wsr or wsc) to another one of its FOPPS. Continue to limit the work-study share (cws/ows) to be transferred only by the Student Employment offices.	Work Study	We can see what may be possible.	
Creation of forms at the department or end user level	Workflow	Can you clarify what this means?	
Upload mechanism (like the Merit process) that can be done at the department level	Workflow	What would you need an upload process to do? What data would be included?	
Mass Approvals/Approvals by Email	Workflow	What actions do you want the mass approvals to be allowed on?	
We will need to continue (and enhance) approval access roles that fit our organizational structure, i.e., a college-wide approval access in addition to individual department approvers, division-wide approval, and campus wide approval (and for specific employee categories within each.)	Workflow		
Is there a way to list or link multiple Reports To? There are times when we have an employee report to multiple supervisors	Current Functionality Needed		
We would like to find a more efficient or simpler way to manage the entry, review and approval of annual merit increases for faculty and university staff in the system.	Payroll		

Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
It would be ideal to see the access in HCM set up in a way so that anyone with the appropriate role can enter an APF or OTP for any employee on any campus. As it is now, the forms have to go back to the home department PPL for entry into a special batch. So, after the initiating department has gone out and gotten half a dozen different signatures, we then have to track down who the home department PPL is (not always obvious) and impose upon them to enter an OTP into a special batch for something that has nothing to do with work from their department. Then the home department PPL has to ask their approver to approve this special batch. Again, the approver is being asked to approve payment for work that their department has nothing to do with on a speedtype that isn't theirs.	Additional Pay		Needs discussion w/HR Group
We would recommend a re-review of the audit recommendations that required the current approval signatures on the existing Additional Pay Form for potential streamlining opportunities. The current structure of required approvals on the paper form appear to be excessive and are time consuming to obtain. This is especially true when many of the APFs are for students or temporary employees. These appointments don't typically require approvals beyond the director level, so obtaining signatures higher than that on the APF form goes beyond that.	Additional Pay		Needs discussion w/HR Group
Re-evaluate OTP batch approval levels/roles.	Additional Pay		Needs discussion w/HR Group
Evaluate whether or not home departments need to approve OTPs for when their employees do work outside of their department. The APF is often an after-the-fact form. By the time the home department gets the form the work has already been done. At that point, it doesn't matter whether or not the home department supervisor approves of the employee doing the work or not; the work has been done and now we're obligated to pay them regardless of their supervisor's view on it.	Additional Pay		Needs discussion w/HR Group

Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
Send an automatic notification to the initiating contact for the additional pay once it is approved.	Additional Pay		Needs discussion w/HR Group
Include tax information options for additional pay so that the department could select whether the payment value should be pre or post-tax.	Additional Pay	Must be controlled at the earnings level and cannot be determined at the department level (federal and state requirement)	Setup will be reviewed for accuracy w/IRS guidelines
It would be more efficient if additional pay did not have to be set up and processed as a separate time collection batch from other types of pay or time changes.	Additional Pay		Needs discussion w/HR Group
Replace the paper Additional Pay Form (APF) with an electronic process through HCM 9.2 if possible.	Additional Pay		Needs discussion w/HR Group
Track the additional pay request process and approvals electronically as it moves through the approval process.	Additional Pay		Needs discussion w/HR Group
Track comp time earned and used	Time Collection	Will used delivered processes	9.2

Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
Have the system notify Supervisor and PPL when an employee uses 3 or more consecutive days of sick leave as a form is required from doctor and possible FML paperwork.	Time Collection		
Currently in MyLeave, we need the Speedtypes ***and Funding names*** to display on the certification page in order to use My.Leave for hourly employees working on federal sponsored projects. Ultimately we need employees to be able to recognize where they are getting paid from, easily, and certify that this is correct (like an instant ePER). However, we also need PPL flexibility to make changes to funding sources when necessary (like when a project gets a new speedtype each year, etc.) Not sure if we want this to occur at the My.Leave stage or at the Time Collection upload stage.	Time Collection		
It would be lovely if MyLeave would automatically pro-rate holiday hours.	Time Collection		
Currently when an employee reaches their maximum sick and/or vacation allowed the PPL (and employee ?) receives a paper notification that the hours will be swept. Makes this an email notification.	Time Collection		
It would be nice to have a comment field for time collection or simply adjusting leave: right now we have to keep comments to leave adjustments offline. This isn't a very "clean-cut system" but it works for now.	Time Collection		
Make it easier for people to see, manage and enter information into multiple job records and supervisors.	Time Collection		
We need a system that is robust enough to take over as the official record for employees. It needs to be able to correctly pro-rate accruals for mid-month start/end dates (even if those dates are entered into HCM after monthly processing). It needs to be able to generate nice, easy-to-read, annual reports for employees to certify on-line. Eliminate the need for departments to do reconciliation each year.	Time Collection		
Fix delegation page quirks that currently exist in MyLeave	Time Collection		
Currently in MyLeave, make it easier to change days/times in the event entry window. We should not have to "uncheck" the "include lunch" checkbox in order to release the hold on day/time functionality.	Time Collection		
Currently in MyLeave, make it easier to enter multiple events on monthly calendar view. Right now it is hard to get enough "white space" to trigger the system to create a new event without going to the day view.	Time Collection		
We would love to see the upgrade give us one org tree for use in both FIN and HR so that the list is consistent and up to date for both systems together and so that users don't have to do double work to request and create orgs in FIN and then request and create the same orgs in HCM.	FIN Integration		

Issue or Wish List Description	Category	Ability to Implement in 9.2?	Status
Clinical Professors, in the 1200 series, automatically terminate if they elect a 9 pay 9 pay schedule. This causes them to lose benefits if we do not put them on a SWB. They serve on the Law faculty similar to Instructors, Associate and Full Professors for multi-year terms. Our most recent hire contract began 8/19/2013 and ends 5/31/2017. He was dropped from benefits 6/1/2013. We had his benefits reinstated by changing his summer research position to a regular not temporary position. I will need to put him on SWB for August so that he will not be dropped again.	Academic Year Appts		
There is a challenge currently with how researchers report their time and effort in ePERS when terminating. Once terminated, the employee no longer has access to ePERS and can not enter their final effort reporting.	Payroll		
How will future dated rows and/or correction needs be managed in 9.2 with the new use of forms? If a business partner uses a form to hire someone with a future date but then needs the date changes, how will this be corrected? Would we have a "correction" process form? Or would we still go back into the Job Data rows in the system to make a manual correction?	Payroll		