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Time & Labor



On Feb. 28, 2027, the University of Colorado will move to one centralized timekeeping

system, Time & Labor. This system will replace MyLeave and most third-party systems across the campuses. As part of the Time & Labor (T&L) project, CU nonexempt employees will transition from being paid monthly as earnings occur to being paid biweekly in arrears, as explained on the Payday Schedule Change webpage.

Video of An Introduction to Time & Labor and the Payday Schedule Change

Bookmark this page to stay on top of what’s changing, what’s happening now and how to prepare.



What's changing?

MyLeave will be replaced with Oracle PeopleSoft Time & Labor (T&L) as CU’s universal timekeeping system. This timekeeping module is a complement to the platform CU already uses to run payroll, PeopleSoft Human Capital Management (HCM). MyLeave has served CU for years, but it no longer meets our evolving needs.

Here’s why we’re transitioning:

- **Compatibility issues**: MyLeave does not integrate well with other software.
- **Department challenges:** It is impractical for many departments to use.
- **Outdated features:** The system is hard to update and lacks modern functionalities.



How this benefits you

With Time & Labor, employees and supervisors will have a more user-friendly interface, navigation and utility to better track, manage and approve time.

No matter your role — whether you're faculty, staff, a student worker, graduate student or postdoc — here’s how the new system will make your life easier:

- **Modern interface:** Easily report time and leave.
- **Fewer systems:** Save time and reduce errors.
- **Improved payroll accuracy:** Reliable data leads to more accurate paychecks.



How to prepare

Every step of the way, you’ll be supported with:

- Town Hall sessions
- Live and virtual learning
- Demos and simulations through Skillsoft Percipio
- Step-by-step instructional documents
- Campus-specific sessions and post go-live office hours

As resources become available, they will be added here. Your campus project team will also reach out with details specific to your campus.



In the news

Review past project updates and announcements:

May 2026 — Time & Labor go-live moves to Feb. 28, 2027 [1]

January 2026 — CU nonexempt employees will see payday schedule move to biweekly in fall 2026 [2]

October 2025 — CU launches major timekeeping overhaul to simplify employee experience [3]

April 2022 — University to replace timekeeping platforms with PeopleSoft Time & Labor [4]

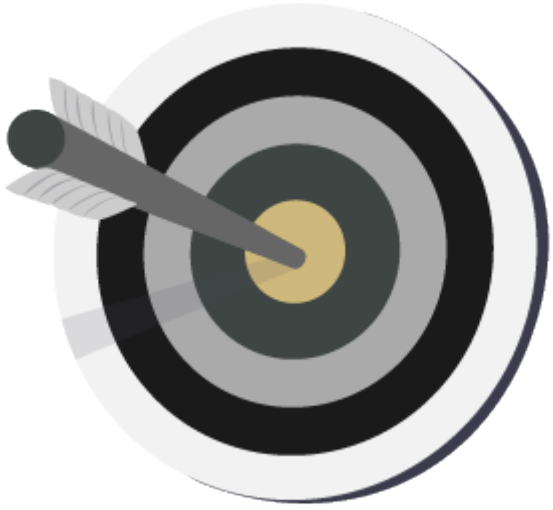


What's happening now?

The T&L Project has entered the **Test Phase**, ending in September 2026.

This phase focuses on quality assurance (QA), testing the system for CU's specific needs and preparing training materials for employees, supervisors and HR partners.

The system project team manages and coordinates these activities in collaboration with campus partners.



What's next?

Next is the **Training Phase:** October 2026 – February 2027

Employee Services is building train-the-trainer resources to help prepare nonexempt employees for the transition to a biweekly, pay-in-arrears schedule. Additionally, step-by-step guides and Percipio courses will be created to assist all supervisors and employees in

transitioning from MyLeave or their current timekeeping system to Time & Labor before the Feb. 28 go live.

FAQs

About the upgrade

Why is the timekeeping system updating?

MyLeave is used by about 70% of the campus and presents several challenges. It does not integrate well with other systems, making it impractical for many departments. The platform is also highly customized, which significantly limits its ability to be updated and modernized. As a result, it lacks the functionality and flexibility needed to meet current and future needs.

To address these concerns, the university is transitioning to PeopleSoft Time & Labor, a unified, modern solution designed to support all employees across campuses with improved integration, usability and scalability.

When is the go-live date?

The planned go-live for T&L is February 28, 2027.

I don't use MyLeave. Will my timekeeping system go away?

The T&L project team identified 33 third-party timekeeping systems. Only three systems will remain in use after go-live, but will be integrated to feed data to Time & Labor.

Your campus project team will provide details on the decommissioned systems and which systems will integrate with T&L.

Who is making decisions around this project?

A tiered decision model has been developed to ensure the project aligns with CU's strategic needs and supports operational processes for time entry and leave requests. The decision model will also consider the effects to upstream and downstream processes.

Tier	Description	Level of Impact	Decision Maker
Tier 4	Tier 4 decisions are strategic in nature and require the highest level of decision authority.	Very High Impact	**Vice Chancellor Group:** Chief Financial Officers and Chief Operation Officers from each campus.

Tier	Description	Level of Impact	Decision Maker
Tier 3	Tier 3 decisions are also tactical in nature but are expected to have a high level of impact. Examples include when there are disparate practices across campuses that have been determined to require standardization, policy changes or situations with technology tool changes.	High Impact	**Project Steering Committee:** Chief Human Resources Officers and Chief Information Officers from each campus
Tier 2	Tier 2 decisions are tactical and may fundamentally change how an existing process works or how the roles/responsibilities involved perform the process	Moderate Impact	**Campus HR Leads:** HR Directors or AVCs from each campus
Tier 1	Tier 1 decisions are expected to be operational in nature with minimal impacts to how people perform their jobs (e.g., process improvements to streamline how work is executed, improve quality, and/or timeliness.	Low Impact	Employee Services Department

Who is CU's implementation partner for this project?

CU has partnered with SpearMC (now part of Mythics LLC), a firm with over 20 years of experience in Time & Labor and HR implementations, especially in higher education.

Who's involved in building and guiding the new system?

The Time & Labor Project is a collaborative effort involving representatives from all four CU campuses and the CU System Office.

Who can I reach out to on my campus for questions?

To learn more, you can refer to your campus T&L site, if available, or reach out to your project team:

- System Office – TimeandLabor@cu.edu [5] | Time & Labor Q&A Submission Form [6]
- CU Anschutz – Anschutz Project Site [7] | timekeeping@cuanschutz.edu [8]
- CU Boulder – CU Boulder Project Site [9] | TimeandLabor@colorado.edu [10] | UCB Question Submission Form [11]
- UCCS – TimeandLabor@cu.edu [5] | TIme & Labor Q&A Submission Form [6]
- CU Denver – TimeandLabor@cu.edu [5] | Time & Labor Q&A Submission Form [6]

Groups audience:
Employee Services

Source URL:https://www.cu.edu/employee-services/time-labor

Links
[1] https://connections.cu.edu/stories/time-and-labor-go-live-date-moving-feb-28-2027

[2] https://connections.cu.edu/spotlights/cu-nonexempt-employees-will-see-payday-schedule-move-biweekly-fall-2026 [3] https://www.cu.edu/blog/work-life/cu-launches-major-timekeeping-overhaul-simplify-employee-experience [4] https://connections.cu.edu/stories/university-replace-timekeeping-platforms-peoplesoft-time-and-labor [5] mailto:TimeandLabor@cu.edu [6] https://www.cu.edu/employee-services/forms/time-labor-qa-submission-form [7] https://www.cuanschutz.edu/offices/human-resources/talent-acquisition-and-compensation/time-and-labor-project
[8] mailto:timekeeping@cuanschutz.edu [9] https://www.colorado.edu/hr/myleave-replacement-initiative-time-labor [10] mailto:TimeandLabor@colorado.edu
[11] https://cuboulder.qualtrics.com/jfe/form/SV_3Euh2Cz2MRfxoIS