

## Project launch and overall progress

University Human Resources leaders launched the HR 2020 project in December 2018 and in recent weeks have:

- **Introduced the project** to teams from units most directly involved (e.g., Payroll and Benefits)
- Held **listening posts** for colleagues throughout UHR
- Presented **overviews to campus audiences** (HR pros, business officers, etc.)
- Issued calls for **project-committee volunteers** and additional feedback
- Established **committee memberships**—more than 60 people volunteered for roles
- Created a **project website** ([hr.uiowa.edu/administrative-services/hr-2020](http://hr.uiowa.edu/administrative-services/hr-2020)) for background and updates

HR 2020 tracks will be supported by:

- **Advisory committees** that share ideas, provide feedback, and assist with track-specific needs
- **Technical committees** responsible for analyzing data, making recommendations, implementing solutions, and evaluating results
- **Subcommittees** established by track leads as needed to assist with development, testing, training, review, research, and setting general directions

In addition, two **support teams** will focus on marketing/logo design and IT user testing for all five tracks. Find committee charges and rosters on the project website.

## Track-by-track progress

**Track 1: Payroll Department Realignment** (reorganize current Payroll staff into separate teams responsible for payroll and HR transactions)

- Held **technical committee meetings** to document deliverables, review and segregate functional responsibilities and associated tasks, document staffing needs, and review key areas of responsibility
- Sent invites to **advisory committee members** and began documenting deliverables

**Track 2: Transaction Service Redesign** (streamline the current service-delivery model to encourage specialization and reduce errors) *and*

**Track 3: Transaction System Enhancements** (enhance IT systems that support HR transaction services)

- Identified, finalized, and notified **technical and advisory committee members** working on both tracks
- Established **additional subcommittees** for each track
- Drafted initial version of **requirements workbook** for system design/development
- Identified **track deliverables** and began developing **guiding principles**

**Track 4: HR Service Delivery Redesign** (establish a central hub for reception and questions about payroll, HR transactions, benefits, and other HR services)

- Operationalized **issue tracking** with UHR offices
- Began notifying **technical and advisory committee members** and establishing dates for kick-off meetings

**Track 5: Welcome Center Construction** (renovate USB space to accommodate the new welcome center and enhance building security)

- Finalized **technical committee membership**, charged committee, and held initial meetings
- Developed track **guiding principles and requirements**

