Fiscal Agent Network Group

Kronos Time and Leave Reporting Overview

11/2/2011

Overall Summary of Current Process
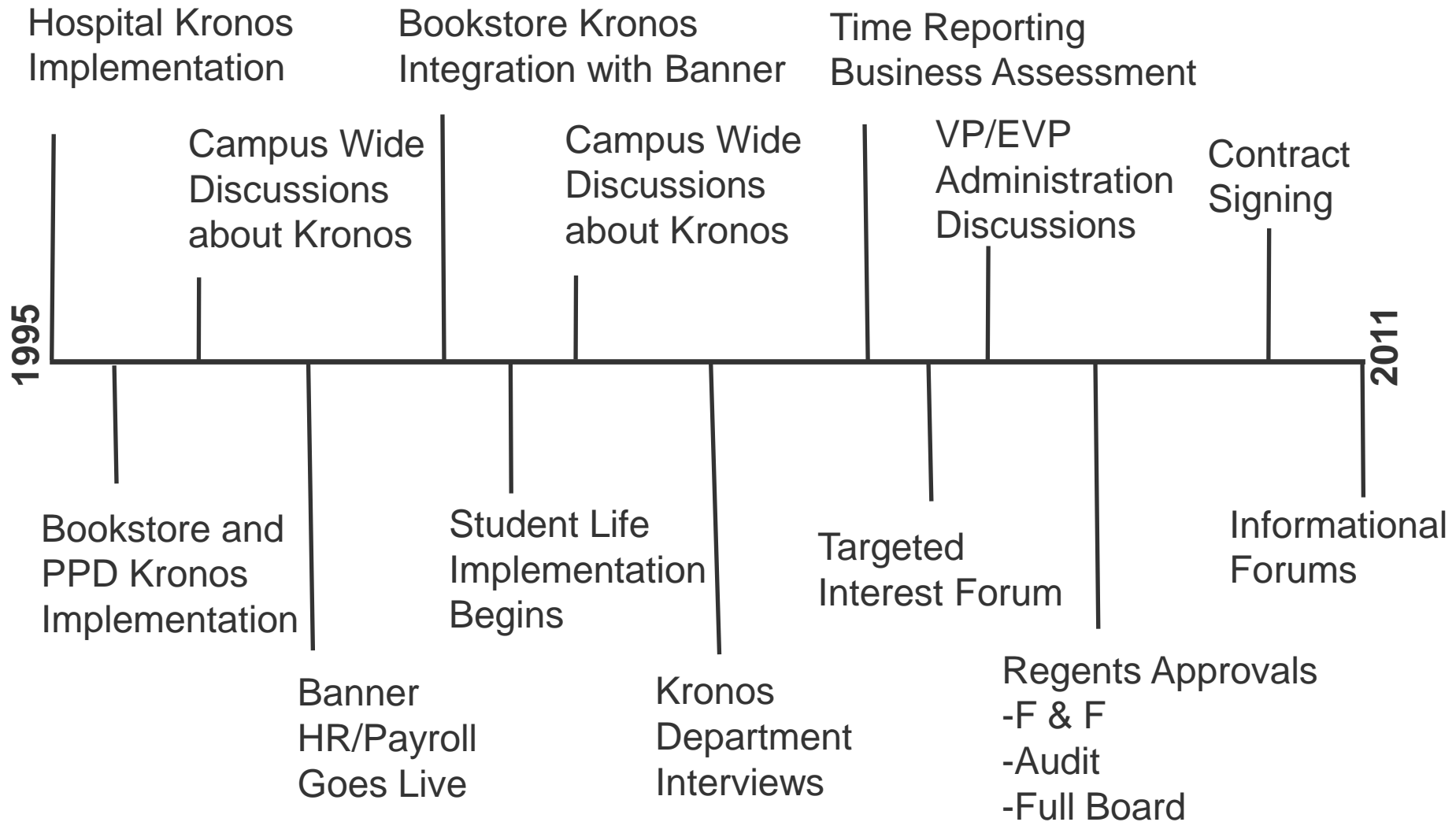

Employee Errors
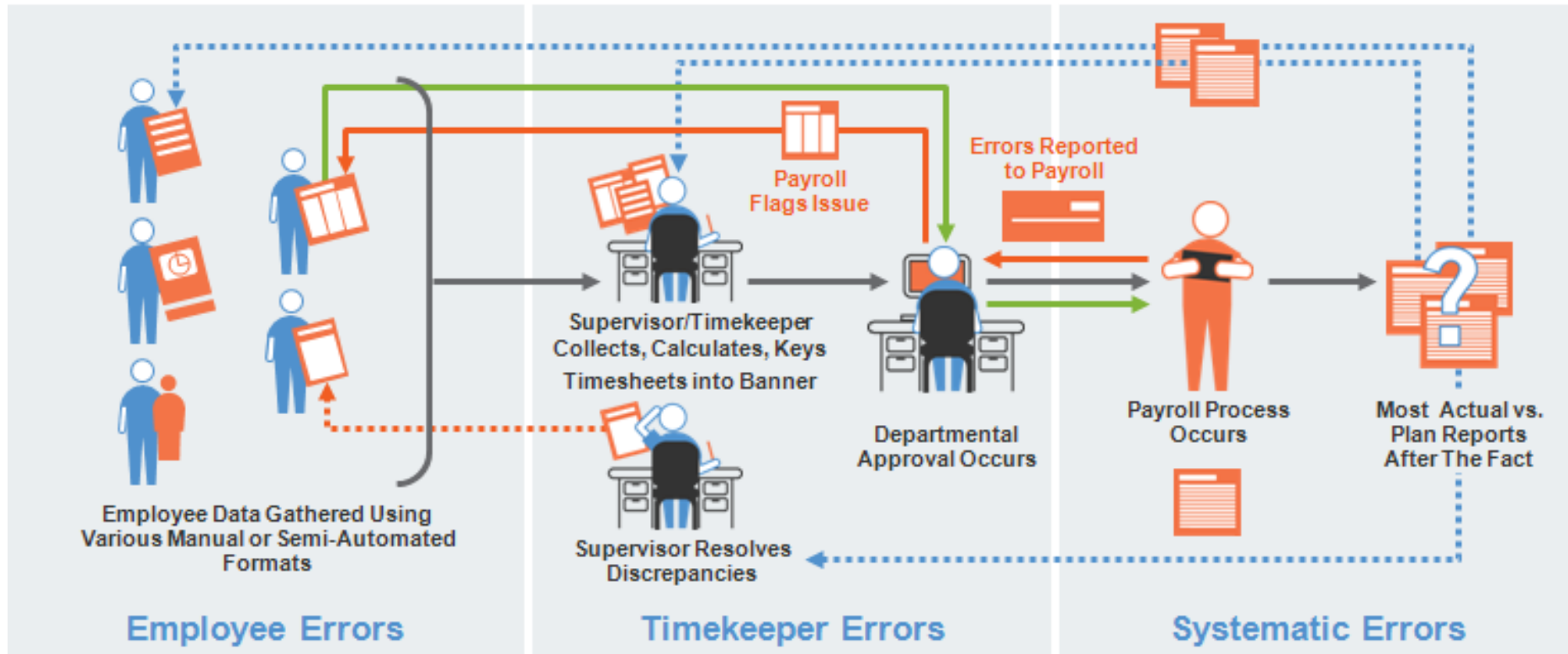
- Transcription
- "Buddy punching"
- Gaming rounding rules

Timekeeper Errors

- Wrong interpretation of rules
- Preferential treatment
- Rules improperly applied
- Data Entry Errors

Systematic Errors

- Poor data validation
- Inability to flag problems

Rough Historical Timeline (not to scale)

Hospital Kronos Implementation

Bookstore Kronos Integration with Banner

Time Reporting Business Assessment

Campus Wide Discussions about Kronos

Campus Wide Discussions about Kronos

VP/EVP Administration Discussions

Contract Signing

1995

2011

Bookstore and PPD Kronos Implementation

Student Life Implementation Begins

Targeted Interest Forum

Informational Forums

Banner HR/Payroll Goes Live

Kronos Department Interviews

Regents Approvals
-F & F
-Audit
-Full Board

3

Kronos Department Interviews

- Human Resources
- Payroll
- Bookstore
- PPD
- Student Life
- Enrollment Management
- Cancer Center
- Campus Police
- Athletics
- Information Technologies

Implementation Phase 1 & 2

	Month 1 Feb 2012	Month 2 Mar 2012	Month 3 Apr 2012	Month 4 May 2012	Month 5 Jun 2012	Month 6 July 2012	Month 7 Aug 2012
Fit Gap							
Installation							
		Phase 1	Phase 1	Phase 1			
		WTK/ Accruals/ WIM	WTK/ Accruals/ WIM	WTK/ Accruals/ WIM			
			Leave/ Attendance	Leave/ Attendance			
			Multiple Jobs	Multiple Jobs	Multiple Jobs		
				Record Manager			
					Phase 2	Phase 2	Phase 2

	IMPLEMENTATION & LICENSING COST PER EMPLOYEE	ANNUAL MAINTENANCE PER EMPLOYEE
EMPLOYEE TYPES		
STANDARD NON-EXEMPT EMPLOYEE	$363.62	$42.91
APPLICABLE TO BI-WEEKLY STAFF		
STANDARD STUDENT	$348.74	$40.53
APPLICABLE TO ALL STUDENTS		
NOTE: EXCLUDES ABSENCE MANAGER		
STANDARD EXEMPT EMPLOYEE	$132.01	$17.82
APPLICABLE TO MONTHLY STAFF		
ADDITIONAL ADD-ONS		
STANDARD MANAGER	$288.98	$46.14
REQUIRED FOR ANYONE APPROVING TIME AND LEAVE (SUPERVISORS)		
WEB LOGIN	$ 25.29	$ 4.04
APPLICABLE TO ALL WHO ENTER TIME AND/OR LEAVE THROUGH WEB		

	PURCHASE COST PER CLOCK	MAINTENANCE COST (WARRANTY) PER CLOCK
TIME CLOCK EQUIPMENT	$2,340.33	$273.33

Components of Pricing Model

One Time:

Purchase of Licenses
Purchase of Time Clocks
Kronos Implementation Services
Kronos Travel Expenses
Project Manager
HR Subject Matter Expert
Payroll Subject Matter Expert

Components of Pricing Model

Annual Recurring:

Maintenance of the Licenses
Kronos Hosting Services*
Kronos Application Management*
Kronos Education Services Subscription
Licensing Administration

* Hosting and Application Management is being reviewed to determine if it can be managed in-house. The costs used in the pricing model are based on Kronos price quotes.

Additional Information

- Website at kronos.unm.edu will be available Monday, November 7, 2011

- Make up Forum(s) to be held week of December 5th
  - HSC Date and Location TBD
  - Main Campus 12/06/2011, 9 am to 11 am, Sub Lobo A & B

- Interested? Discuss with your Dean or Director and contact HRPR@unm.edu to register interest

- An planning session will be planned for all interested departments in late November or early December