# University of Tennessee

# IRIS Steering Committee Meeting

# Knoxville, TN

**June 24, 2014**

**Conference Room – 7th Floor of Andy Holt Tower**

**IRIS Staffing**

* Director – Jim Sauceman appointed effective 6/1/2014
* HR - Open position due to Richard Smith’s retirement

John Rich was promoted into Richard’s HR Team Lead position leaving a level 43 position open. We had an outstanding candidate with SAP experience apply during our last search and we will make sure to contact her for this position.

* ABAP – One open position. We filled an ABAP position this week with Landon Milhorn who has gone through the ETSU SAP curriculum.
* BASIS – One (or two??) open positions
* Term Positions
* Bob Gissel to roll off 6/30
* Janet Smith will roll off after AS400 retirement project (end of calendar year projection)
* Will post full time position for Archibus when this happens
* Transfer of ABAP staff(10 positions) to IRIS in July
* Transfer of Training/Documentation staff to ITS later this year
* Conference Center Office Space - 37+ people in KPB along with 23 from IRIS.

We would like to move all ITS staff to CCB. Joel Reeves and Chris Cimino seem agreeable since this frees up much-needed KPB space for OIT.

Les meets with Jeff Maples regarding CCB on July 16th.

**Development Projects**

* Current Work Plan – will be distributed soon
* Address Cleansing Software – requested by Nancy at UT Martin. She asked why if Banner does this for the Students, why can't we do the same for Employees.

UTK has this software for Banner which costs $15,000 to $20,000 per year. That package does not easily integrate with SAP.

We are concerned that this amount is not cost-justified based on the decreasing frequency of mailings nowadays.

Les will float the idea to the CIOs but will not promote its adoption.

* Retroactive Staff Benefit Charges - 10% contribution in Payroll recorded in wage type. When we have to retro, it recalculates using the rate effective in that month. When we cross a fiscal year boundary where the State of TN has changed the rates, they want it to use the actual rates for the month. IRIS currently does not do this, but we have figured out a way. However, that new technique causes an accounting issue.
* Two Options (New GL vs. XDEC) - (1) New GL is a huge conversion project which Ron Maples prefers to avoid; particularly at this point in the year.

(2) XDEC may be a viable option, but we must get permission from SAP to install it. This raises a Red Flag to Les, but it is an option to consider. Nevertheless, it will require extensive testing. We will first install it in a Sandbox System.

Next January through April (2015) would be a window in which to test the New GL. We have an accounting issue today because we use the *When Earned* method instead of *When Paid*. We will need to change this regardless.

* Short Term Consulting - Especially needed since Richard Smith is retiring. We need an expert SAP Payroll Consultant (Sam Musharbash) to work with us on this effort. It will probably be 2 to 3 weeks’ worth of work.
* Internal Orders (see handout) – Is a way to group expenses across Cost Centers.

Departments now want to accumulate HR costs on Internal Orders as well as on the FI side.

Payroll will already use Internal Orders. However, the central offices (FI and HR) are NOT too excited about it.

Ron Maples - this is a lot of overhead at the Department level which may not be valuable. It basically gives them X number of more ways to look at the same dollars.

Butch - are they keeping this in shadow systems already? He also said that this is an IRIS issue that should probably be addressed. If this is becoming a more frequent request, let's do it.

Infotypes, E-Forms, Paper Forms all need to be changed to accept and store Internal Order Numbers.

Janice - this is definitely NOT above the Personnel Change/Transfer E-Form in priority.

* AS400 Retirement
* Procurement (ESM)
* Taleo Faculty Recruiting - Janice – Ron Treadway, Michael (?) and John Rich have been researching current business processes. Campuses want to do what they currently do, but in an automated way. This is probably a 2015 calendar year start with around June/July 2015 Go-Live. John has done a great job explaining what both IRIS and Taleo can do. There is some flexibility to configure behavior by campus.

There are differences between Tenure Track and Non-Tenure Track hiring.

Butch wants the same processes at the different campuses to work the same to the extent possible.

**Business Intelligence**

* Merge efforts with ITS BI initiative - Merge ITS and IRIS efforts into single strategy Combine ITS and BW staffs - Dan Koger will lead the project to define a strategy and get consensus.
* Payroll Data (Legacy and IRIS)
* Business Intelligence
* Crystal Reports
* Web intelligence

Next Meeting: September