WyoCloud Change Agent Network

Performance Management

Next Steps

Time & Labor

Goal Management

Payroll

Core HR

Attendance Management

Benefits

Employee Learning Center

Compensation

April 25, 2018
Investing in Employees: A New Approach

Using competencies as a new approach to talent management provides consistency, fairness, and the ability to grow and develop our employees more effectively.

Competencies specify the "how" (as opposed to the what) of performing job tasks, or what the person needs to do the job successfully.
Competencies: A New Approach

Competencies are used for:

- Assessing and selecting candidates for a job
- Assessing and managing employee performance
- Workforce planning
- Employee training and development
Example: Computer Programming

To effectively write a computer program one needs good analytical, logical, and interpretive ability as well as the skill to write the program in a specific language.

Learning Java, C++, SQL, is a skill.

To use that skill effectively, you must have the ability to be analytical, logical, and interpretive – those are competencies.
Your Competencies

Staff job related factors are now referred to as core competencies. Staff will also now have more specific job competencies related to essential job duties.

Benefits of moving to a competency-based talent management model:

- More specific to each job
- Promotes consistency and fairness
- Developed from leading Competency Dictionary
- Utilize corresponding library of interview questions
Find Your Job's Competencies

Staff job descriptions have been updated with competencies and will soon be available on Human Resource's Classification / Compensation webpage.
Staff Performance Evaluation Timeline

Your 2018 Performance Evaluation will be completed in WyoCloud Human Capital Management. While the look and feel of performance evaluations are changing, the timeline is staying the same.

October 8, 2018
WyoCloud HCM Go-Live

January 2019
(proposed December)
Performance Evaluations Open

March 2019
(proposed February)
Performance Evaluations Due
## Comparing Performance Evaluations

<table>
<thead>
<tr>
<th>Current Performance Evaluation in HRMS</th>
<th>New Performance Evaluation in WyoCloud HCM</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Essential Duties</td>
<td>• Essential Duties (in the form of a goal)</td>
</tr>
<tr>
<td>• Job Factors (7/17 competencies)</td>
<td>• Core and Job Competencies</td>
</tr>
<tr>
<td>• Goals</td>
<td>• Goals</td>
</tr>
</tbody>
</table>

Next year, your performance evaluation will look different even though you will be evaluated in a very similar way.
**WyoCloud HCM: Performance Management**

In WyoCloud HCM, the Performance Management module pulls information from the new Goal Management module and an employee’s job profile to automatically populate your performance evaluation.

**Competencies + Goals = Performance Evaluation**

Competencies from your job description and your goals from the Goal Management module will be the source for your performance evaluations in HCM.
What do your employees dislike about current HR processes and system?

"Performance Evaluations are **cumbersome**. It's difficult to add additional reviewers and approvers (which is required by some units) and you have to get **HR intervention** if you need to change something after moving on to the next person."

How is your feedback being incorporated into WyoCloud HCM Performance Management?
**HRMS to WyoCloud HCM: Performance Rating Model**

The same rating scale will be used in HCM that was used in HRMS but using stars instead of numbers.

<table>
<thead>
<tr>
<th>HRMS</th>
<th>WyoCloud HCM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ratings</strong></td>
<td><strong>Rating</strong></td>
</tr>
<tr>
<td>1 - Unsatisfactory</td>
<td>1.00</td>
</tr>
<tr>
<td>2 - Almost Meets Expectations</td>
<td>2.00</td>
</tr>
<tr>
<td>3 - Meets Expectations</td>
<td>3.00</td>
</tr>
<tr>
<td>4 - Exceeds Expectations</td>
<td>4.00</td>
</tr>
<tr>
<td>5 - Exceptional</td>
<td>5.00</td>
</tr>
</tbody>
</table>
HRMS to WyoCloud HCM: Performance Evaluation Document

Overall Summary

HRMS

- Section 1 - Overall Summary
  
  Ratings: 0.00

- Section 2 - Position Duties and Responsibilities
- Section 3 - Job-Related Performance Factors
- Section 4 - Goals from Previous Evaluation
- Section 5 - Goals for the Coming Year
- Section 6 - Performance Enhancement
- Section 7 - Supervisor Comments
- Section 8 - Employee Comments

WyoCloud HCM

- Competencies
  - Goals
    - Overall Summary
  
  - Employee Final Feedback
  - Supervisor Final Feedback

Overall Summary
HRMS to WyoCloud HCM: Performance Evaluation Document

Position Duties and Responsibilities and Goals from Previous Evaluation

Goals

HRMS

- Section 2 - Position Duties and Responsibilities
  - Section 3 - Job-Related Performance Factors
  - Section 4 - Goals from Previous Evaluation

WyoCloud HCM

- Competencies
  - Communication Skills
  - Flexibility/Adaptability/Resourcefulness
  - Initiative/Accountability/Professionalism
  - Interpersonal Relationships/Teamwork

- Overall Summary
- Employee Final Feedback
- Supervisor Final Feedback

- Goals
  - 11/11 Ratings Entered
  - 0/6 Comments Entered
HRMS to WyoCloud HCM: Performance Evaluation Document

Job-Related Performance Factors

HRMS
- Expand All
- Collapse All
- Expand Sections

Section 1 - Overall Summary
- Rating: 0.00

Section 2 - Position Duties and Responsibilities

Section 3 - Job-Related Performance Factors

Section 4 - Goals from Previous Evaluation

Section 5 - Goals for the Coming Year

Section 6 - Performance Enhancement

Section 7 - Supervisor Comments

Section 8 - Employee Comments

WyoCloud HCM

Competencies

11/11 Ratings Entered
0/11 Comments Entered

Competencies

Goals

Overall Summary

Employee Final Feedback

Supervisor Final Feedback

CC: Communication Skills
- CC: Flexibility / Adaptability / Resourcefulness
- CC: Initiative / Accountability / Professionalism
- CC: Interpersonal Relationships / Teamwork
HRMS to WyoCloud HCM: Performance Evaluation Document

Goals for Coming Year

HRMS

Expand All
Collapse All
Expand Sections

Section 1 - Overall Summary
Section 2 - Position Duties and Responsibilities
Section 3 - Job-Related Performance Factors
Section 4 - Goals from Previous Evaluation
Section 5 - Goals for the Coming Year
Section 6 - Performance Enhancement
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Section 8 - Employee Comments

WyoCloud HCM

New Goal Management Module

Navigator

Supply Chain Planning
Content: A/B Testing

My Workforce

Product Management

Benefits Administration

Cash Management

Skills and Qualifications

Fixed Assets

Person Management

Cash Balances

Personal Information

Customer Data Management

Workforce Planning

Academic Skills

Employee Wellness

Academic Curriculum

Hiring Review

Hiring

Talent Review

Talent Recruiting
HRMS to WyoCloud HCM: Performance Evaluation Document

Supervisor Comments and Employee Comments

Employee Final Feedback and Supervisor Final Feedback

HRMS

WyoCloud HCM
HRMS to WyoCloud HCM: Performance Evaluation Process

WyoCloud HCM will facilitate more communication between supervisor and employee documented in the system instead of verbally.

WyoCloud HCM Supervisor Process

WyoCloud HCM Employee Process
HRMS to WyoCloud HCM: Performance Evaluation Process

WyoCloud HCM will facilitate more communication between supervisor and employee documented in the system instead of verbally.
HRMS to WyoCloud HCM: Performance Evaluation Process

WyoCloud HCM will facilitate more communication between supervisor and employee documented in the system instead of verbally.
Change Agent
Next Steps

Next Steps:

- Look out for the notification announcing when your competencies in your updated job description are available on the Human Resources Classification / Compensation website.
- Send the provided campus engagement survey communication if you haven’t already.
- Check out the new Change Agent and Sponsor page on the WyoCloud website.
Next Meeting

WyoCloud HCM
Learn More about Performance Management and Goal Management

Wednesday, May 9th
1:30 - 2:30 PM
Berry Center Auditorium