



Sponsorship Network Meeting

February 8th, 2017



AGENDA

- 1 | **Review of Sponsorship Network**
- 2 | **WyoCloud Human Capital Management**
- 3 | **Preparing Campus**
- 4 | **Next Steps**

Your primary responsibilities will be to **ensure the following:**



Attend **quarterly meeting**



Set WyoCloud as your unit's **priority** by sharing provided communications



Present as the WyoCloud **active sponsor for your unit** at existing departmental meetings



Collaborate with Change Agents to track and **manage unit readiness**



To support you as a Sponsor, the WyoCloud team will provide you with the following tools throughout the next year to support you to lead change:



Monthly Distribution List of assigned employees and emails to share WyoCloud information with



Email communications to send important WyoCloud information to your distribution lists



Presentations and talking points to spark discussion at your departmental meetings



Readiness Trackers, coordinated by Business Managers, to confirm your communications are sent, provide accountability, and a channel for ongoing support and feedback

WyoCloud Human Capital Management (HCM) will **replace UW's current Human Resource Management System (HRMS)** on October 8th, 2018 and will affect every UW employee in **different** ways

View
Paycheck and
W-2

Enter
Time

Update
Personal
Information

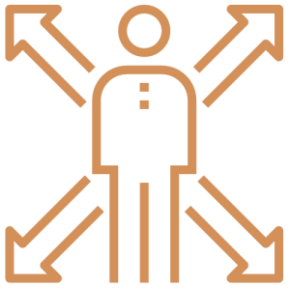
Hire New
Employees

View
Benefits

Request
Leave

Performance
Evaluations

Employees



Managers



Departments



WyoCloud Human Capital Management (HCM) will **impact all employees**. The WyoCloud team is still determining the specific ways some groups will be effected including **student workers, work study, and graduate assistants**.



Your Key Role

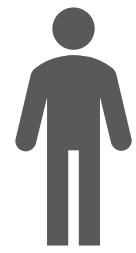
For changes that impact their jobs, **employees want to hear from their leadership** not the project team.

Using preferred senders ensures that messages are received and that the change is taken seriously.

With WyoCloud HCM, **every employee** needs to know how they **will be impacted**.



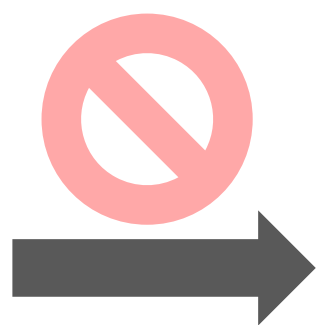
Division Leadership



Employees



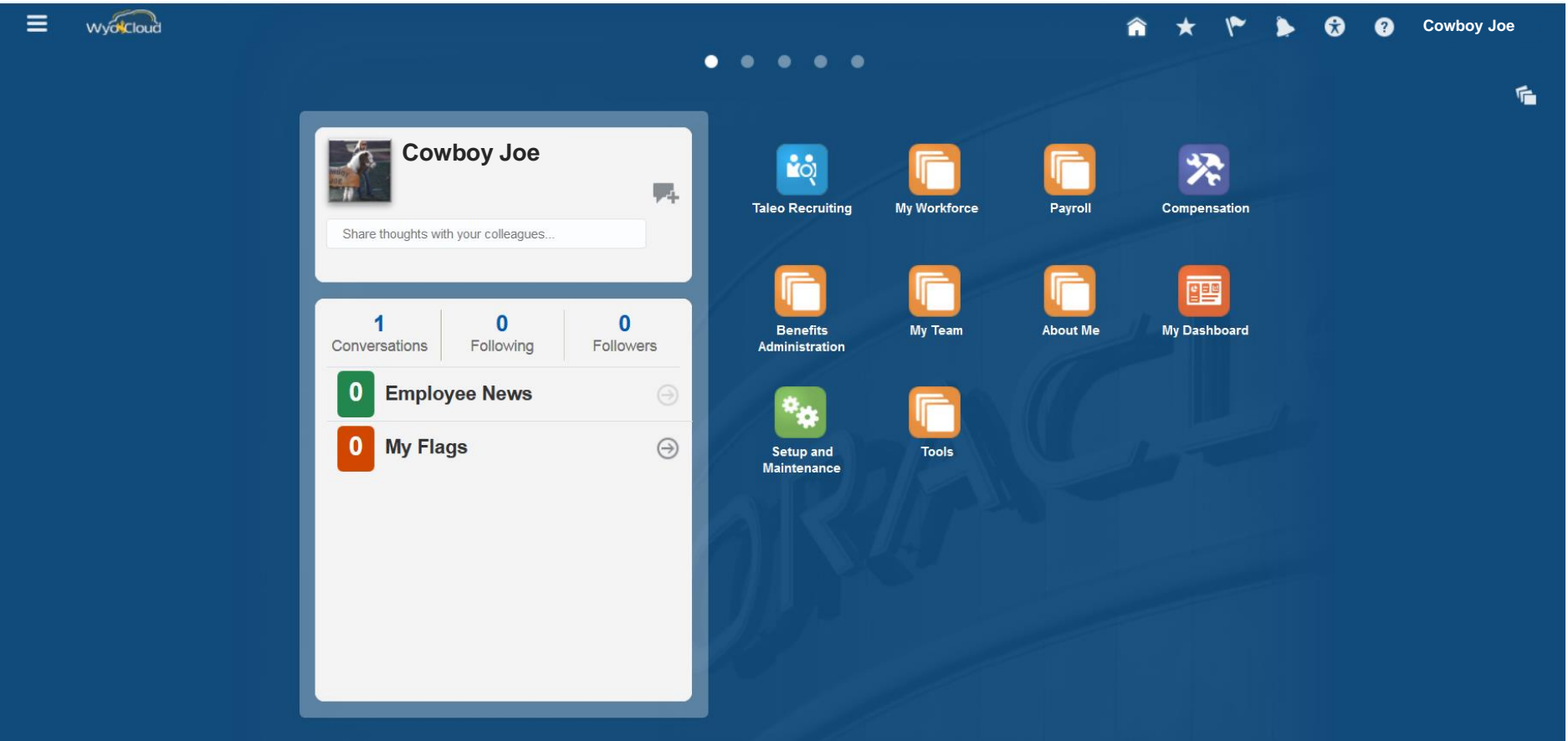
Project Team



Employees



WyoCloud Human Capital Management: Home Screen



These screenshots are from a test environment and are subject to change prior to system release.



Cowboy Joe : Employment Information

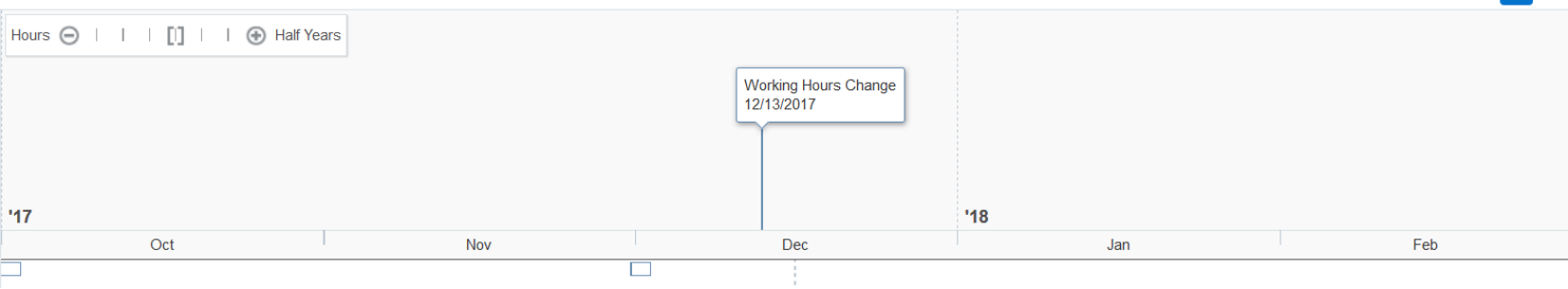


10/1/2017 **0.35** **0.00** **--**
Hire Date Years Worked in the Company Years Since Last Salary Change Years Since Last Promotion

Job Details

| | | | |
|---------------------|-----------------------------|---------------|------------------------------|
| Legal Employer | University of Wyoming | Grade | |
| Worker Type | Employee | Business Unit | UWYO |
| Assignment Name | Manager, Sponsored Programs | Department | Office of Sponsored Programs |
| Assignment Category | Part Time | Work Location | Old Main |
| Assignment Status | Active - Payroll Eligible | | |
| Job | Manager, Sponsored Programs | | |

Employment History



These screenshots are from a test environment and are subject to change prior to system release.


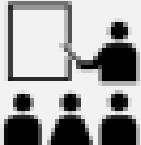

The screenshot shows the 'My Details' page in the WyoCloud system. The page is divided into several sections:

- Contact Information:**
 - Phone: 307-307-3077
 - Email: cowboyjoe@uwyo.edu
 - Home Address: 123 Main St, Laramie, WY 82070, Albany, UNITED STATES
 - Primary Mailing: Home Address
- Biographical Information:**
 - Last Name: Joe
 - First Name: Cowboy
 - Date of Birth: 1/1/1990
 - Legislation: United States
 - Social Security Number: [Redacted]
 - Gender: Male
 - Marital Status: Single
- Disability Information:**
 - Country: United States
 - Self-Disclosed Disability: No, I don't have a disability
 - Disclosure Date: 2/6/2018
 - Attachments: None
- Documents:** No data to display.
- Personal Contacts:** No data to display.

The user's profile picture shows a dog with a sign that says 'COWBOY JOE'.

These screenshots are from a test environment and are subject to change prior to system release.

Preparing campus to move from HRMS to WyoCloud HCM will **NOT** happen overnight. It will be an **ongoing process** that will require **consistent communication** and dialogue throughout the year **leading up to go-live on October 8th, 2018.**

| M | T | W | R | F |
|---|---|--|---|---|
|  |  |  | | |

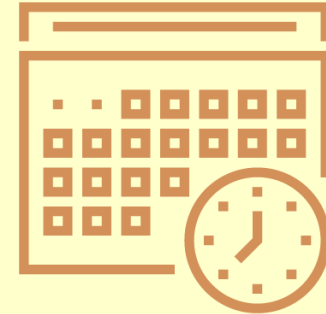
An **email** on Monday...
for **training** on Tuesday...
for **go-live** on Wednesday...
will not make employees feel prepared to perform their jobs with a new system.

Frequent and consistent communication is required.

Hosted by **President Laurie Nichols**, the WyoCloud Human Capital Management Townhall will be **campus's first introduction to the WyoCloud HCM system** that will replace HRMS.

At the townhall, UW leadership will:

- Share why the University is moving Human Resources data to WyoCloud,
- Deliver a preview of what the WyoCloud HCM system will look like, and
- Provide an opportunity for campus to ask questions.



**WyoCloud Human Capital
Management Townhall**
*Hosted by President Laurie
Nichols*

February 27th, 2018
2:00 – 3:15 PM
College of Arts & Sciences
Auditorium

Following this meeting, we ask that you **introduce yourself** as a WyoCloud Sponsor to your assigned employees and **invite them to the WyoCloud HCM Townhall.**

On February 12th , the WyoCloud Team will send you:

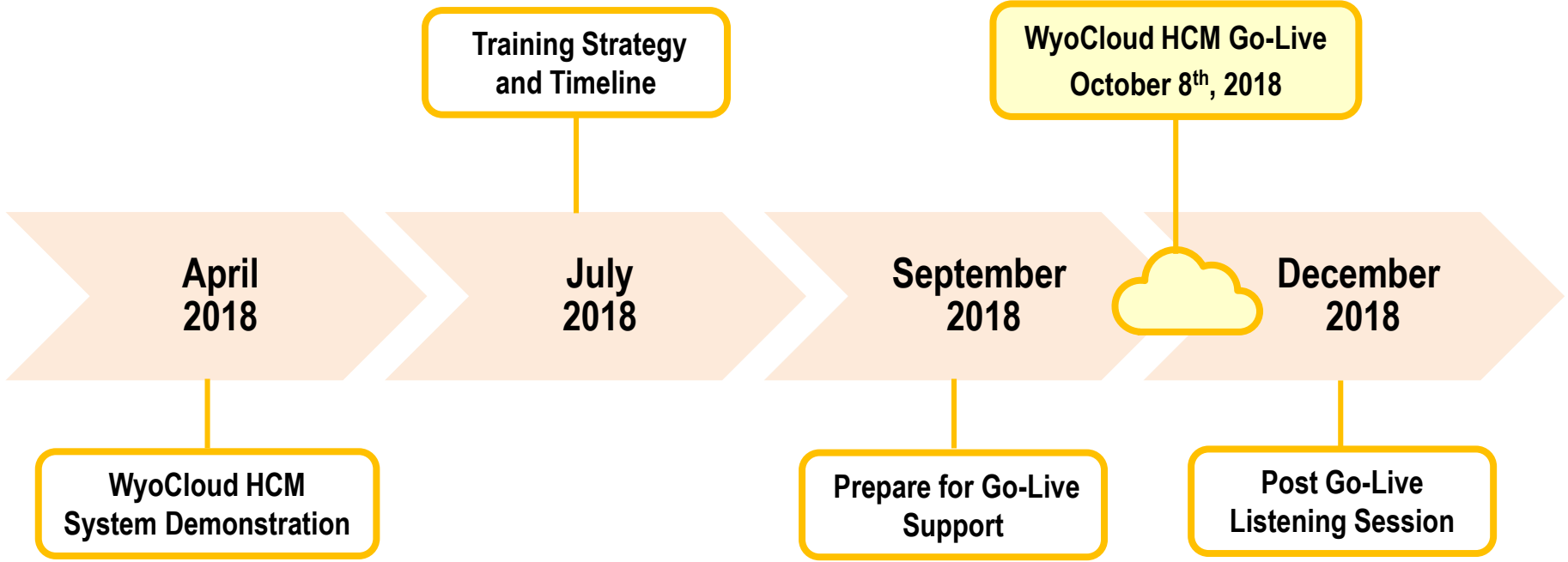
- Updated Distribution List of your assigned employees
- Introduction Email/Townhall invitation for you to send to assigned employees before February 22nd

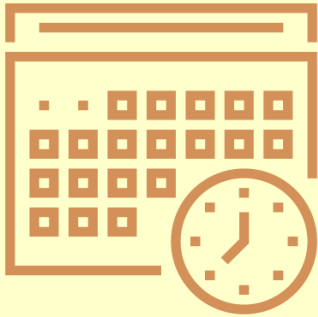


Our focus for the next two months:

- Establishing your role as a liaison between employees and the WyoCloud team
- Preparing for the townhall at the end of February to introduce campus to WyoCloud HCM
- Building awareness about why UW is moving to WyoCloud HCM

The Sponsorship Network will meet three times before WyoCloud HCM is released to campus in October. The WyoCloud team will provide updated distribution lists and communications for you to send between meetings as needed.





**Next Meeting:
Thursday, April 19th**

11:00 AM – 12:00 PM
Union West Ballroom

- 1) Send communication to distribution lists**
- 2) Attend Townhall on February 27th**
- 3) Attend next Sponsorship Network meeting on April 19th**

Questions & Discussion