Human Resources Information System (HRIS)

University Council – September 9, 2016
What is an HRIS?

An HRIS is a software solution that allows institutions, like Willamette, to process payroll and benefits, comply with tax and other laws, as well as recruit, onboard, and train employees. Employee data, including demographics, pay, benefit selections, absences, and more, all lives in an HRIS.

Currently, Colleague HR is Willamette’s HRIS. Willamette has customized and supplemented Colleague with several systems, including JASON, BenefitFocus, PeopleAdmin, Cornerstone, and Prospera.
Many concerns with the current HRIS prompted the decision to move to a new HRIS, including:

• Errors in employees’ pay and benefits because of multiple data entry points and obsolete systems that rely on customization and work-arounds;

• Substantial challenges complying with changing laws and regulations with the current system; and

• Reliance on paper and manual processes that do not represent best practices regarding data safety, accuracy, sustainability and customer service.
Process: How was a new HRIS chosen?

A cross functional team including representatives from Human Resources, Accounting, Financial Operations and WITS, in consultation with the University Fiscal Officers for each unit, reviewed Willamette’s current operations, reviewed and analyzed multiple alternatives, and recommended a replacement system that integrates many different functions and eliminates the need for multiple systems.
The cross-functional team selected Workday as the new HRIS for its:

- High data security;
- Flexible software to respond to changes in laws and regulations;
- Information saved in “the cloud” that does not rely on physical servers; and
- Proven track record of success at other higher education institutions similar to Willamette.
What’s next?

• A Project Manager from WITS has been assigned to oversee the implementation of the Workday system.
• Workday will be deployed in mid-summer 2017, with opportunities for staff and faculty to hear more about the system and offer feedback throughout the process.
• Training sessions for those directly involved in the project will occur throughout the implementation period and beyond.
• Sessions to demonstrate the system will be scheduled for any interested faculty and staff members. In addition, there will be opportunities to provide feedback on the system during the testing and implementation period.