

HRMS User Group Meeting Agenda

HRMS User Group Meeting					
DATE: TIME:	Thursday, December 13, 2012 1:00-3:00pm	LOCATIONS:	Carson City – MU 1 Elko – GBC Berg Hall Conference Room Henderson – NSC DAW 117 Las Vegas – CSN WC Pres E322 Las Vegas – SCS 304 Las Vegas – UNLV UNSOM Peds Conference Room Reno – SCS 47 Reno – TMCC RDMT 315 O		
CO-CHAIRS	Larry Hamilton and Kim Beers	NOTE TAKER:	NSHE or SCS		
ATTENDEES:	Andrews, Anna - NSHE		Heiss, Linda—NSHE		Paik, Elora—UNLV
	Andrews, Donnie - UNR		Johnson, Mike – SCS		
	Beers, Kim - UNR	x	Kelley, Michelle —BCN		Petrie, Tina—CSN
	Brown, Karen – SCS		Kendall Buscay—WNC		
	Casey, Christine—NSHE		Knight, Audra—BCN	x	Redding, Vic - NSHE
	Dintiman, Grant —NSHE		Lewis, Lucina –GBC		Rountree, Lori - UNR
	Doetch, John – BCN	x	Littlefield, Cindy –DRI		Scarborough, John—CSN
	Hooper, Michelle - CSN	x	Lowe, Jim —SCS	x	Scollard, Nicole - TMCC
	Ferguson, Missy - NSHE				Sibert, Sonja – GBC
	Gagliardo, Rosemarie - UNSOM		Madole, Denise – BCN/UNR		Smith, Nyleen —UNR
	Garland, Matt—NSC	x	Meador, Michelle —TMCC		Thompson, Naomi - UNLV
	Green, Mary—BCS		McFarling, Tim—UNR		Tucker, Irene—WNC
	Guevara, Jill - BCN		Needham, Patti - NSC	x	Tully, John—SCS
	Guinan, Anthony —CSN	x	Nolan, Connie—UNLV	x	Viton, Christopher-UNLV
	Hamilton, Larry —UNLV	x	Ottaviano, Debby —NSHE		
	Henry, Mary Ann-UNSOM				

I. Agenda

Topic	Facilitator	Comments
HR Application Support Staff Report	Mike Johnson	YE release phase 1 is in place and testing is on going. QA refreshes can now be completed on demand. Still waiting for new taxes to update from vendor not sure if they will have in time as the first pay is Professional 1/2/2013. Retirement will be reset to the new Cap. Need to review a grandfather code for PERS employees.
State Hire Date	Mike Johnson	During discussing it was discussed that state hire date should only be used for classified employees to establish their years of service for state. So it should not autopopulate for all employee types. Kim will need to send work order to stop autopopulating state hire date. It was also found that the state hire date information is not being used the same for all institutions.
Volunteer Web Contracts	Mike and Kim	Green Screens and web need final testing in QA. Testing to be done the week of 12/17/2012 for release to move to production.
IPEDS	Elora and Kim	UNLV almost complete, UNR to begin soon, CSN working on as well. February 6 th is the due date.
Nickname Field in Peoplesoft	Matt Garland	Matt asked that the preferred name – nick name in HRMS – be fed over to people soft as the record name of the employee. Employee names are being updated to the legal name of the employee during the bio-demo uploads. Per John Tully Peoplesoft only uses preferred name and not a nickname.
Year End Processing	Jim Lowe	Testing is in place. Total healthcare cost will be added to the W-2's. Still waiting for updates from vendor. Database role conducted on December 21 st (Friday afternoon) in preparation for W-2 run.

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II. Other			
HRMS Minute Takers	<p>Minute taking will continue to be rotated among campuses. It is the responsibility of each campus to ensure a representative is present to take the minutes.</p> <p>Current rotation includes:</p> <table border="1" data-bbox="580 353 1390 389"><tr><td data-bbox="580 353 983 389">CSN</td><td data-bbox="983 353 1390 389">Dec 2012</td></tr></table> <p>A new schedule will be distributed in January once the meeting schedule is available.</p>	CSN	Dec 2012
CSN	Dec 2012		
Next Meeting	→ Schedule submitted – will be shared when it's published		