

UNC Shared Services Payroll Project Update

The UNC Finance Improvement and Transformation (UNC FIT) team continued its implementation of the UNC Shared Services Payroll solution for the nine campuses that have been a part of the State's Central Payroll system. To date, five of the nine campuses are live on Banner Payroll. By the end of 2010, there will be two additional campuses on Banner Payroll and by April 2011 all campuses will be fully migrated off of the State system.

Banner Bi-Weekly Payroll for Students and Temporaries

The most recent campuses to implement Banner bi-weekly payroll (NC A&T State University and Winston-Salem State University) have successfully processed three payrolls with very minimal issues. The UNC FIT team continues to work with WSSU to roll-out web-time entry for their bi-weekly employees. Implementation activities are underway with both Fayetteville State University and North Carolina Central University scheduled to implement Banner bi-weekly pay in October. Both campuses are fully engaged.

Banner Monthly Payroll for Permanent Employees

The UNC FIT team is working with both NCA&T and WSSU on Banner monthly payroll implementation activities. The NCA&T team is scheduled to go-live in September, pending successful parallel testing of the August payroll. WSSU is scheduled to go-live in October. The human resource and payroll staffs of each campus continue to be challenged with the increased work load of on-boarding fall semester staff and work study students, while engaged in a payroll implementation project.

Next Campuses

The UNC FIT team will continue working with Fayetteville State University and NC Central University during the fourth quarter of 2010 to go-live with Banner monthly pay in January. Work will also begin with Elizabeth City State University to implement bi-weekly pay in January and monthly pay in April. The last campus to implement Banner payroll will be The UNC School of the Arts which is scheduled to go-live with both bi-weekly and monthly pay in April. At that time, all campuses will be fully migrated off of the State's Central Payroll system.

Other Activities

The Shared Services Center is actively recruiting for its fourth and final payroll analyst position. The UNC FIT team is working with the Office of State Controller on transition plans for calendar year 2011.

UNC FIT Project Update

Business Process Improvements and Financial Monitoring

Changes in the membership of the UNC FIT Advisory Teams for both Financial Aid and Contracts and Grants were made in August. Work is underway to identify new process teams for Capital Assets and Student Accounts Receivable. Campus internal control assessments have been received and are in the review process at UNC General Administration. Campuses continue to report on Key Performance Metrics and provide timely remediation plans for those areas with unacceptable ratings. Financial Dashboards will be prepared on a quarterly basis in fiscal year 2011.

Business Process Standards

The next two business process areas to be addressed in FY 2011 are Capital Assets and Student Receivables. Potential sub-processes, along with the process lead and Advisory Teams, will be identified during the month of September. Work will begin in October with target campus implementations of January and February 2011.

Self-Assessments of Internal Controls

All campuses submitted the required Certification of Internal Controls to the State Controller by July 31st. Copies of the internal control assessments have been received by General Administration and are in review as a part of the UNC FIT monitoring efforts.

Institutional Action Plans for Key Performance Indicators (KPIs)

New templates for the Key Performance Indicators for fiscal year 2011 were distributed to the campuses in August. Action plans for those areas requiring attention were submitted on time and with adequate remediation plans. General Administration is working proactively with the campuses as a part of the overall UNC FIT monitoring effort. The newly constituted Advisory Teams will begin in September to review the existing KPIs to determine any that need to be discontinued and to propose additional KPIs that will be beneficial from both a campus operational and leadership perspective.