Project Description
Kronos Timekeeping is a project to implement Kronos as the official campus timekeeping system, resulting in savings from the elimination of paper timecards and manual data input of leave information into the Payroll Personnel System. When completed, employees’ time and attendance data will be gathered electronically and automatically exported to the campus payroll system.

Kronos Academic/Research Advisory Committee
Now that the biweekly pay transition has been implemented, we are ready to test potential methods of accommodating the needs of departments with variable multiple funding sources. We are establishing an advisory committee made up of MSOs and business officers from a variety of academic and research departments. This group will work with the PMO and Administrative & Residential IT to test the solutions we have been developing and assist with the deployment and change management. An initial meeting of this committee was held on Friday, February 8th. Once the committee membership is finalized, the roster will be added to the PMO website.

How Is the Deployment Schedule Determined?
We are currently focusing on moving non-academic departments onto Kronos for a few reasons:

- Non-academic departments generally have fewer instances when hours worked need to be assigned to multiple and variable funding sources.
- Supervisors in most non-academic departments are used to approving timecards on at least a monthly basis, so less change management will be needed for the conversion.
- Reporting hierarchies in non-academic departments are more straightforward, whereas a faculty member in an academic department might supervise employees in a research unit.

The deployment to academic and research departments will be scheduled in coordination with the Kronos Academic/Research Advisory Committee and individual departments.

We are currently in the process of staffing up to provide more support and training to current and future users, as well as to support the ongoing deployment to campus departments.

Solutions for Employees with Variable Multiple Funding Sources
We have been exploring a variety of options to improve departments’ ability to allocate hours worked to multiple and variable funding sources. Our next step is to work with the advisory committee to determine which of these options is a viable solution for the campus.

Drop-In Hours
We are beginning weekly drop-in hours for anyone who has questions about Kronos. The drop-in session schedule is listed below and on the Kronos Resources page of the PMO website. Additional sessions are scheduled, they will be posted on the website.

- Thursday, February 14 from 11am – 12pm in Phelps 1513
- Thursday, February 21 from 11am – 12pm in SSMS 1301
- Thursday, February 28 from 11am – 12pm in Phelps 1529

WHY ARE WE USING KRONOS?
In April of 2011, the Final Summary Report of the UCSB Operational Effectiveness Initiative included a proposal to implement Kronos campus-wide in an effort to realize time and monetary savings, improve compliance, and provide more flexibility to units dealing with budget cuts and organizational change.