

Partnership with UW-Shared Services

<i><b>UW-Whitewater Participation</b></i>	
<b><i>Human Resources</i></b>	
Mandatory Employee Training	Coming soon
Time & Leave Administration	Coming soon
Investigations	Current active support
UW Restructuring Transition Support	Provided HR support for UW-Rock County during the 2018-19 transition year
Core HR, Payroll and Benefits Processing	Current active support
Reference Checks	Coming soon
<b><i>Information Technology</i></b>	
Student Information Systems	
Security Operations	Performing phishing campaigns
Network Standardization	Coming Soon
UW Restructuring Transition Support	Providing ongoing support for UW-Rock County VOIP system
BPLogix Support – Business Intelligence Tool	Coming soon
<b><i>Business Services</i></b>	
Procurement Training	Current active support
Contracting	Coming soon
Requests for Bids	Current active support
Requests for Proposals	Current active support
Other Procurement Support	Coming soon
UW Restructuring Transition Support	Provided Procurement support for UW-Rock County during the 2018-19 transition year

<b>Department/Area</b>	<b>Service Type</b>	<b>Savings</b>
<b>Human Resources</b>	Investigations	430 hours in annual staff time savings, which translates to <b>\$47,300+</b>
	Sexual Misconduct Investigations	Hours in staff time savings translates to <b>\$7,800</b>
	Reference Checks	7-9 hours per week in annual staff time savings, which translates to approximately <b>\$12,700</b> ; however what cannot be measured is the reduction in risk exposure that transfers to Shared Services
	Benefits Data Entry	15 hours per week in annual time savings, which translates to <b>\$17,940</b> ; this will also improve productivity significantly
	Mandatory Employee Training	Estimated time to fully integrate and monitor compliance with UW-Shared Services mandatory employee trainings: Load UW-Whitewater employees (approx. 1,500) into training system with 6 modules = 8 hours Estimate that 20% employees (300 total) will need reminders (9 minutes) to complete the trainings = 45 hours Estimate that 5% (75 total) will be out of compliance and require follow up research & contacts (30 minutes) = 37 hours Savings resulting from lower risk of a fully trained, compliant workforce also contributes to greater efficiency. 90 hours in annual time savings, which translates to <b>\$2,500+</b>
<b>Purchasing</b>	RFPs	150 hours in annual staff time savings, which translates to <b>\$4,215+</b>
	RFBs	55 hours in annual staff time savings, which translates to <b>\$1,545+</b>
<b>Budget Office</b>	BP – Logix Technical Support	30 hours in annual staff time savings, which translates to <b>\$3,000+</b> for forms such as Funding Charters and Project Code Requests
<b>Financial Services</b>	BP – Logix Technical Support	Reduced cycle time to receive and process forms. Examples include Revenue, Expense, and Budget Transfer Forms, PIR, PO and Quick Order Payment Forms, as well as a Prizes, Gifts and Awards Tracking Form and Food Expense Request Form. FY19 Total A/P Vouchers (i.e. vendor invoices, PIRs, Quick Orders) = 16,700 vouchers FY19 Total Journal Entries (revenue/expense) = 1,606 forms FY19 Budget Transfers = 400 forms Translates to 18,706 forms across 89 Departments Estimated one (1) day turn-around time for mail services to receive and deliver via interoffice mail, which translates to eight (8) hour time savings per mail item. If departments interoffice mail an average of 4 forms for processing each week, total annual time savings is 1,664 hours for each department, which translates to <b>\$46,758</b>

**12** *Partnerships*  
across **4**  
*Departments*  
with *UW-Shared*  
*Services*  
in *FY 19/20*

*Financial Services Reduced Cycle Time to*  
*Receive & Process Forms*

*~18,706*  
*Forms*



*Across*  
*89 Depts*

*\$46,758 in Processing Time*

**TITLE**  
**IX**

*\$7,800 Staff*  
*Time Savings*  
for Support of  
Title IX

*7-9 Hours per*  
*Week in Staff*  
*Time Savings*  
for Reference  
Checks



*Translates to*  
*\$12,700 +*  
*reduced risk*

*RFPs*

*150 Hours*  
*Staff Time*  
*Savings*



*RFBs*

*55 Hours*  
*Staff Time*  
*Savings*

*Translates to*  
*\$4,215+*

*Translates to*  
*\$1,545+*

*90 Hours Staff*  
*Time Coordinating &*  
*Monitoring*  
*Mandatory Employee*  
*Trainings*



*Translates to*  
*\$2,500+*



*15 Hours per Week*  
*in Time Savings for*  
*Benefits Data Entry*

*Translates to \$17,940*

*430 Hours*  
*Staff Time Savings for*  
*Investigations*



*Translates to*  
*\$47,300+*



*30 Hours Staff*  
*Time Savings*

*Translates to*  
*\$3,000+ for*  
*Budget Office*  
*forms processing*