HRIS Project Vision, Goals and Objectives

Introduction

It is critical any plan start out with a well-defined vision, goals, and measurable objectives, as they are foundational for the entire project. By obtaining consensus early on as to the goals for the project, and what objectives we are trying to achieve, the resulting plan will better meet the needs of the stakeholders. This vision, goals and objectives have been created and adopted by the HRIS Steering Committee.

The following working definitions were used to assist the development of this document:

Goals: A goal is a broad statement of what the State hopes to achieve and is qualitative in nature. It focuses on how a situation will be changed as a result of a successful project, not what a project will do.

Objectives: Objectives provide an organized pathway to meet your goals. They are specific, operational and measurable statements of what will be accomplished.

Project Vision

The project's vision is to provide a Human Resource Information System (HRIS) that meets the business needs of the users by delivering comprehensive functionality, valuable reporting, increased efficiency, improved risk management, remaining relevant with a robust self-service function. The goals and objectives below are aimed to address specific issues in these areas.

Goals and Objectives

Below are a set of goals and objectives originally developed by the HRIS Steering Committee. These Goals and Objectives are based on the problems listed in the business case that we are trying to solve as well as the recommendations from The Hackett Group Assessment, Human Resources Benchmark Results (2013).

Comprehensive Functionality

Goal 1: The system provides comprehensive functionality that meets the needs of state government for HR and position budgeting business processes.

Objective 1.1: To provide one robust system to meet the daily needs of HR and position budgeting functions.

Objective 1.2: To provide a system that enhances communication and workflow between users, and reduces duplication of tasks with legacy systems.

Valuable Reporting

Goal 2: The system provides accurate HR data for data analytics, improving the quality of business decisions.

Objective 2.1: To provide policy makers the necessary tools to obtain reliable and timely workforce data and "what-if" projections, at the statewide and agency level.

Objective 2.2: To provide managers the capability to easily access and track information about their employees.

Objective 2.3: To provide managers reliable data for workforce planning.

Objective 2.4: To implement an on demand, real-time analytics reporting tool, reported by users to be easy to use.

Increased Efficiency

Goal 3: The system allows staff to focus on work requiring subject matter expertise instead of processes that could be easily accessed by managers or non-HR staff.

Objective 3.1: To minimize paper based HR business processing.

Objective 3.2: To streamline and standardize electronic processing of key processes.

Objective 3.3: To utilize electronic workflows and approval routing to increase automation and standardization of business processes.

Improved Risk Management

Goal 4: The State remains continually compliant with current and future laws and regulations.

Objective 4.1: To provide agency HR staff access to the necessary data to support compliance through ad-hoc and "what if" analysis tools.

Objective 4.2: To ensure data is captured consistently across the state and edited against a standard set of business rules.

Objective 4.3: To control access to data, maintain data integrity, and implement changes across the enterprise when needed.

Objective 4.4: To provide on-demand and secure public records upon request, via canned and ad-hoc reporting tools.

Modern Technology

Goal 5: The system is based on modern technology, managed and supported by a vendor who maintains the system through regular upgrades and enhancements.

Objective 5.1: To enhance enterprise data security, continuity, and reliability.

Objective 5.2: To provide a system architecture that supports data access, integration, and information delivery that meets the identified needs of the users.

Self-Service

Goal 6: The system provides the opportunity for users to process transactions through self-service.

Objective 6.1: To provide a self-service portal for managers to access employee information, and complete HR and position budgeting actions electronically, associated to their employees.

Objective 6.2: To implement a self-service portal which employees find useful and efficient to access and update their personal information such as demographics and life events.