



June 05, 2006

Dear Notre Dame Faculty and Staff,

***Project Renovare***

Since the University began Project Renovare, approximately four years ago, its goal for the project has remained the same: replace systems made obsolete by the decommissioning of the HP systems and to employ technology, hardware and applications, in ways that create the opportunity to improve how the University serves its community. Specifically, Project Renovare has sought to:

- increase integration between systems
- streamline and automate the University's business processes where possible, and
- improve access to data for students, faculty, and staff.

Through Project Renovare (<http://renovare.nd.edu>), the University replaced the administrative information systems for: Development, Finance, Admissions, Registration, Financial Aid, Student Accounts, Facilities Management, various other ancillary functions, and as of July 5<sup>th</sup>, HR/Payroll (see below).

The University community's dedication and capacity to engage in a highly complex project of multi-year duration is remarkable. Many institutions have struggled to accomplish only a portion of what we have done together over these past four years.

A notable difference is the role that many of you played as committed professionals. What capabilities you possessed, you brought to the table. What capabilities were missing, you developed. We value and are grateful for your individual and collective contributions.

***New HR/Payroll System***

As stated above, on July 5, 2006, the University will go live on its new HR/Payroll system.

In implementing the HR/Payroll system, one of the last major administrative system replacements within Project Renovare, the University community will gain a more sophisticated HR/Payroll system that includes:

- Online access to new and expanded payroll and personal information for employees, including: earnings statements, benefits information, W-4 and W-2 information, and sick and/or vacation information.
- A single, integrated HR/Payroll system that provides clarity and consistency in transactions, workflow, data and reporting for central administrators.

Through the month of June, you will receive campus-wide and employee-focused communication in addition to training and/or support to prepare you to interact with the new HR/Payroll system. Role-specific, hands-on training for faculty and staff will occur each week in June. Your involvement should be discussed with your college or department administrators.

Project Renovare has been a cross-institutional endeavor every step of the way. As we progress toward and through the implementation of the new HR/Payroll system, we ask for your continued participation in ensuring this project's successful completion.

Thank you for the breadth and depth of your commitment to our University's success.

In Notre Dame,

John Affleck-Graves  
Executive Vice President

Christine M. Maziar  
Vice President and Associate Provost