

Rate	Active Projects	Description	Mandated	Project Leads	Status/Notes	Project Due Date
5	COVID-19 Emergency Operations Plan	COVID-19 tracking requires new coding for payroll leave and time management, Federal mandates for targeted payroll groups, activity coding for vendor payments, new procurement/payment approval process, student and community refunds, managing Federal grants for students and for UMW, operation changes for teleworking needs and required department onsite visits.	Federal, Commonwealth and University mandates	Julie Smith	12.23 Continue to track and report Federal funds spent. Final annual report is due in January	1/10/2024
4	Independent Contractor (IC) Regulations	New Legislation effective July 01, 2020 requires inclusion of IC in the New Hire Reporting Center (managed by HR) for Child Support/income with-holding and specific and Sexual Harassment training.	Senate Bill 429 (Child Support), House Bill 1228 (Sexual Harassment Training)	Julie Smith and Beth Williams. Mkishpaugh for contract language update for S.B.429	12.23 Reports created. Need to develop process for tracking and documenting procedures. Julie to re-engage fiscal year 2024 Confirmed with Virginia New Hire Reporting that teacher stipends and honoraria can be excluded.	7/1/2023
5	MyTime - UKG Ready	Transistion to new product with the EOL for Workforce Central being 12/31/2025	Payroll	Cheryl Anderson Julie Smith	2.24 Continued testing with application consultant (accruals, functionality, payroll export); working with integration and UMW IT staff on person import file and SFTP transfers; TESS doing end user testing and identifying issues	10/1/2024

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3	College of Education	Working on a new process for COE and Mentor Teacher tracking and payment. AP report in revision, coding on FTMVEND, and testing new FUPGURA process.	Finance	Vickie Chapman, Vanessa, Koszyk, Leigh Penn and Debra Cash to validate and accept for PROD	2.24 Custom process being tested by Vickie and Vanessa	9/1/2023
3	Career Services and Handshake integration	Career Services uses Handshake for the Career Fair. The system is a registration tool that allows the community to connect to our students. Career Services would like to integrate Handshake with Cashnet for community	Career Services	Vickie Chapman, Kim McManus	First meeting 11.07 to review project tasks	Completed 1/8/24
5	OT Leave Election	OT Leave Election process will be re-instated in 2024. This will allow classified non-exempt employees the option to choose overtime leave in lieu of overtime pay for one year.	Payroll/HR	Cheryl Anderson Lynda Worthy	1.24 - testing Banner SSB 9 process and working with IT on email delivery & date ranges (June B.)  Election period 6/10/24 - 6/24/24 with effective date of election being 7/10/24  Will work with TESS on applying Instructions and election process information back on Payroll website	Before 6/10/24
3	eVA CXML file review for new RGH Staples catalog orders. Access impact on TSRC	New punch out catalog in eVA is not mapped to allow proper shipping labels and item delivery to our campus. Correction is to meet with RGH, CGI, and UMW to correct CXML	Required by UMW if we wish to take advantage of contract product savings.	Melva Kishpaugh and Vickie Chapman	2.24. Changes determined in eVA, RGH needs to update mapping and test orders will be entered to both Staples and TSRC to review accuracy.	ASAP

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	Review of Tax process for 1099K and 1099NEC	AP Manager had complications with 2023 reporting year. 1099K is a custom template, 1099NEC required manipulation of FTMVEND for proper form print.	IRS	Leigh Penn	2.24 Placeholder ticket created in JIRA - 9075 with full backup	Before 12/15/24
5	Academic Restructure	Working group has proposed a significant restructure model for Academic Affairs.	UMW Academic Organization Working Group led by President Paino and Provost O'Donnell	Finance involvement is TBD based on final changes.	2.24. Changes to be shared with SHEV for review and approval.	TBD in FY25