

**ARC
Conference
2026**

CHRS

Common Human Resources System

Agenda

- Program Update
- PeopleSoft Update Manager (PUM) Strategy
- Functional Updates
 - Temporary Academic Employment (TAE)
 - Time and Labor (TL) and Absence Management (AM)





Presenters

- Julie Ngin – Fullerton, Academic HR Services Lead
- Marie Hirschorn – Stanislaus, Business Systems Analyst, Faculty Affairs
- Michael Gonsalves – HR Sr. Business Systems Analyst, App Development
- Rebecca Cagle – Chico, Sr. Director of Payroll and HRIS
- Breana Lewis, Assistant Director, CHRS Implementation and Change Initiatives
- Tammy Hines, CHRS Program HR Lead, Director HRIS

Hello!

**About
CHRS**

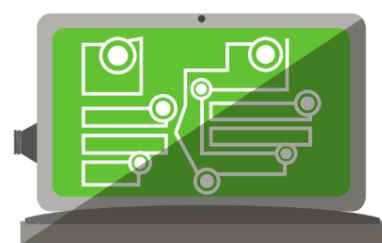
CHRS

Common Human Resources System



What is CHRS?

- The Common Human Resources System (CHRS) is a project to move all 22 campuses in the CSU system to a single, standard HR platform
- The system will have standardized data and common business practices
 - Data standardization has been a multi-year campus-led project
- Core HR system is based on PeopleSoft 9.2 with modifications to make it work for campuses in the CSU system
- Designed by experts from CSU campuses, built and maintained by the Chancellor's Office



PeopleSoft
9.2

+



Customizations
built for
the CSU

=

CSU The California State University





WHY are we implementing CHRS?

- **Streamline** HR business processes and **standardize** best practices
- Relieve the training burden from campuses by **delivering systemwide training** materials
- Facilitate **collaboration among HR personnel** between campuses
- Provide an **improved user experience** in HR applications, including future mobile access to HR services
- Provide **enhanced reporting** with standardized data to assist decision-making

Waves and Timelines

CHRS

Common Human Resources System

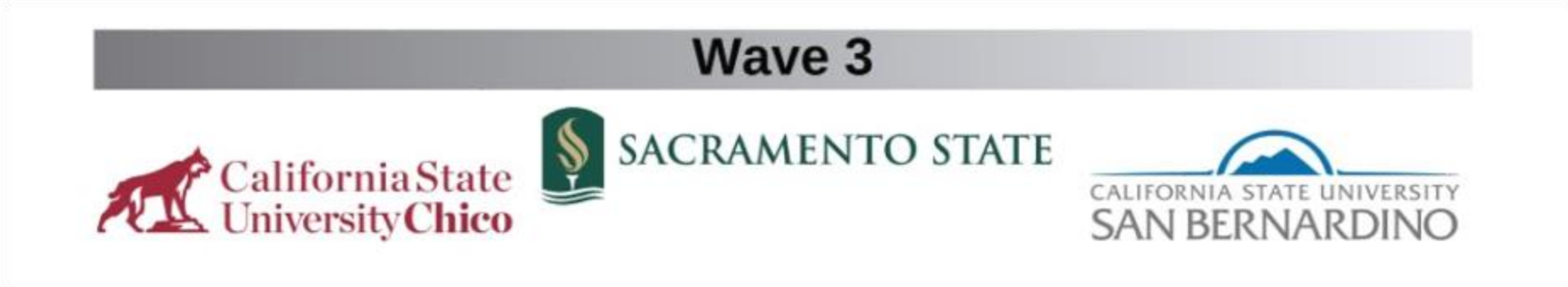
Which campuses are in which waves?

Production Campuses:

Live:
November
2023



Live:
March 2025



Which campuses are in which waves?

Production Campuses:

Live:

March 2026

Wave 4A



CALIFORNIA STATE UNIVERSITY
BAKERSFIELD



CSUDH

CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS



Cal State
Monterey Bay



Cal Poly Pomona



California State University
SAN MARCOS

Live:

May 2026

Wave 4B



CAL STATE LA

CALIFORNIA STATE UNIVERSITY, LOS ANGELES



EAST
BAY



SAN FRANCISCO
STATE UNIVERSITY



SONOMA STATE
UNIVERSITY

Which campuses are in which waves?

Implementing
Campuses:

Going Live:
March 2027

Going Live:
May 2027

Wave 5

CALIFORNIA STATE UNIVERSITY
LONG BEACH

CSU

The California State University
OFFICE OF THE CHANCELLOR

CSUN

CALIFORNIA
STATE UNIVERSITY
NORTHridge

SJSU

SAN JOSÉ STATE
UNIVERSITY

Wave 6

FRESNO STATE
Discovery. Diversity. Distinction.

Cal Poly

Humboldt.

LEARN BY DOING

CAL POLY

SDSU

San Diego State
University

**PUM
Strategy**

CHRS

Common Human Resources System

PUM Strategy

- New Technical Director, Julie Alonso started on April 13th
- Her focus will be to work with the team on a strategy to get current with PeopleSoft images, stay current and update new functionality to help streamline the CSU business process for employees, managers and administrators
- CHRS currently have over 300 enhancement requests in the queue. Julie is reviewing and prioritizing them, with a primary focus on legislative and regulatory requirements to ensure continued compliance.





Updates to TAE

- New EE groups (employee) added
 - Teaching Associate Substitutes
 - Teaching Associate Summer
 - Extension Non-Credit (2363)
- New functionality including Description of Duties form for Unit 11 appointments – prints with the appointment notice
- Cancel and Revision check boxes are separate from the Other Action drop down
- Fields have narrowed value selections based on the EE group (employee) and Appt Type
- Print Appointment Notice has additional filtering options to narrow the search results
- Faculty course information is available in the Staging section of the Empl Status job history link



Temporary Academic Employment
— UPDATES —

[CHRS Production Home](#) - One stop shop for all links to CHRS resources

QuickSight Reports – CSUData Quick

- Accessible through the Knowledge Base Reporting tile
- Includes reports for all modules
- Production campuses data is included
- Implementing campuses data is accessible through the dev links
- Not real-time data – nightly updates to the tables

TAE Reports

- Reports in Quick Production
 - Temporary Academic Employment Reports
 - TAE Appointment Status and Cost Analysis Report
 - TAE Summer Stipend Report
 - Time Base Change Report
 - Employee Range Elevation History
 - TAE Range Elevation Eligibility Report
 - Faculty Reports
 - Sabbatical/DIP Eligibility Dashboard



Temporary Academic Employment
— UPDATES —

Time and Labor

- Hourly employees (including student employees) can enter their hours worked using Employee Self-Service (ESS). Campuses can decide between punch time and elapsed time at the enrollment group level.
 - Employees can make self-service entries on mobile devices as well.
- Time can be entered and approved throughout the month as it is worked – Real time rules upon entry.
- Compensatory Time Off (CTO), Additional Day Off (ADO), and holiday transactions will be entered and processed via timesheet instead of in Absence Management.
- ADO changed from hours to days. ADO will be auto generated based on employee work schedules.
- There are no built-in notifications when time is submitted or approved.
- New queries will be available through the manager self-service navigation for timekeepers and managers.

BUILD • EVOLVE • GROW



Time and Labor
— UPDATES —

Absence Management

- Employees submit absence "requests" instead of entering their time off at the end of the pay period.
- They can also "forecast" their balances when submitting requests up to 12 months in the future and retroactive (back to go live date)
- Absence approval will be based on the reports-to person in Position Management.
- Security for AM and TL approvers will be automatically provisioned. Row level security still needs to be manually provisioned.
- There will be AM notifications to approvers when requests are submitted.
- No more No Leave Taken (NLT) as of June 1st, 2026.



Challenges for Production Campuses

- Time and Labor
 - Punch time template - Duplication of hours with no delivered audits
 - Dynamic group approvals for departments with many student supervisors
 - "New" supervisors now fully involved in approving (faculty) - Initial learning curve for timesheet and absence entry and approval
 - No TL notifications and having to go on a 'fishing expedition' every week to see what if anything, changed for the data that existed previously
- Absence Management
 - Corrections - 4 steps to correct - not fun or intuitive
 - Retro & forecasting does not work as expected
 - Schedules not affecting absences as expected
 - Hourly employee absence accruals
 - Absence accruals for employees with multiple positions



CHALLENGES

Upcoming Fixes

- Excess Plus/Minus calculations
- AM accruals for hourly employees
- Delivered balance inquiry pages
- AM Multi Report fixes
- Additional reports for timekeepers and managers
- As issues are identified, we are trying to determine if they are fixed in future PUMs.
- R15 contract is still being negotiated, there will be additional changes in the system depending on what is negotiated.



CHRS Knowledge Base

The Knowledge Base is a great resource for learning how to do various tasks in CHRS or, for incoming campuses, a good preview of how the new system works

- [CHRS Knowledge Base](#)
- [Employee Self-Service](#)
- [Manager Self-Service](#)
- [Absence Management](#)
- [Time and Labor](#)

Common Human Resources System

KNOWLEDGE BASE



ARTICLES



JOB AIDS



VIDEO TUTORIALS



FAQs

FIND ANSWERS. LEARN MORE. WORK SMARTER.

QUESTIONS?





Thank You!

#CHRSisHappening



16

CAMPUSES LIVE, **8** TO GO

