

Dear Cal Maritime Colleagues:

The Department of Human Resources would like to share an important program implementation coming to our campus this November 2023, the Common Human Resources System (CHRS).

CHRS is a single Human Resources (HR) data management system that will be utilized by CSU campuses and the Chancellor's Office. Currently, each campus manages its independent HR data management system, aka PeopleSoft HR. With one system, there will be consistent technology across all campuses, and we will perform processes in a standardized way.

### Built for the CSU, by the CSU

CHRS includes upgrading to the latest version of PeopleSoft, and adding custom modifications that will bring enhancements to every employee in the CSU. CHRS is comprised of PeopleSoft modules including Absence Management, Benefits Administration, Labor Cost Distribution, Recruiting, Temporary Academic Employment (TAE), Time & Labor and Workforce Administration (WA).

You may be thinking Cal Maritime HR has already implemented CHRS...and you are right! In January 2022 all 23 campuses and the Chancellor's Office successfully implemented one of the modules, CHRS Recruiting. CHRS Recruiting helps every university in the CSU system to attract, hire and onboard talented faculty, staff and student workers in a more effective way. CHRS Recruiting is an integral part of the overall CHRS data management system.

### What You Can Expect

The Department of Human Resources is excited to share the enhanced functionality and new modules within CHRS and will be offering in-person and virtual sneak peeks of the CHRS PeopleSoft data management system. The sneak peeks will be followed by module trainings for various CHRS processing groups such as time approvers, temporary faculty appointments, Instructional Student Assistant (ISA) & student employment hiring, employee self-services, benefits self-service, and manager self-services.

**Staff** Absence Management will be a request-based system with forecasting and real-time leave balances

**Faculty** Request and report absences online, no need to complete an absence form.

**Student Assistants** Enhanced functionality to report time worked.

This is one of the most important initiatives that the CSU has undertaken in its administrative (ad)2yve wad8251

Rehiring Students in CHRS via Zoom: [Wednesday, October 25-10:00](#)

## **Important Dates**

Please communicate these deadlines to all staff, student employees, hourly staff

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[Ask CHRS](#) to email questions directly to the CHRS project team at the Chancellor's Office (CO)