

**Adjusting
to CHRS**

CHRS

Common Human Resources System

For Timekeepers, HR Liaisons, Personnel/Budget Analysts



Nice to Meet You!

Sac State Change Management and Communications contacts for CHRS:

- Change Manager: **Beverly Gentry**
- Communications Manager: **Deborah Ceryes**
- Project Manager: **Dan Biondi**
- Sponsors:
 - **Machelle Martin**, Human Resources
 - **Rebecca Cameron**, Faculty Affairs
 - **Mark Hendricks**, Information Resources and Technology
 - **Hema Manickavinayaham**, Information Resources and Technology



We are CMCT, the Change Management and Communications Team for CHRS.

We are a cross-functional team of certified Prosci Change experts who work with campuses to lead change management efforts for CHRS adoption.

We work closely with your campus CHRS Change Manager, **Beverly Gentry**.



- Breana Lewis, Assistant Director of CHRS Change Initiatives



- Samantha Silfies, Wave 3 Change Manager - Manager of CHRS Communications and Change Management



- Tammy Hines, Wave 1 & 2 Change Manager - Director, HRIS and CHRS Program Lead

“Our very survival depends on our ability...to adjust to new ideas, to remain vigilant and to face the challenge of change.”

Martin Luther King, Jr.

Our goals today are:



To understand the **change process** and the underlying concepts of change management.



To learn some background about the Common Human Resources System (**CHRS**)



To apply change management concepts to help you with **CHRS adoption**



Ready to engage with us?

We will NOT be covering:



Training to use CHRS



Technical questions about the system



Setting expectations for today

A Few Housekeeping Items



Ask questions throughout the presentation



We want to hear your feedback – be ready with Zoom poll



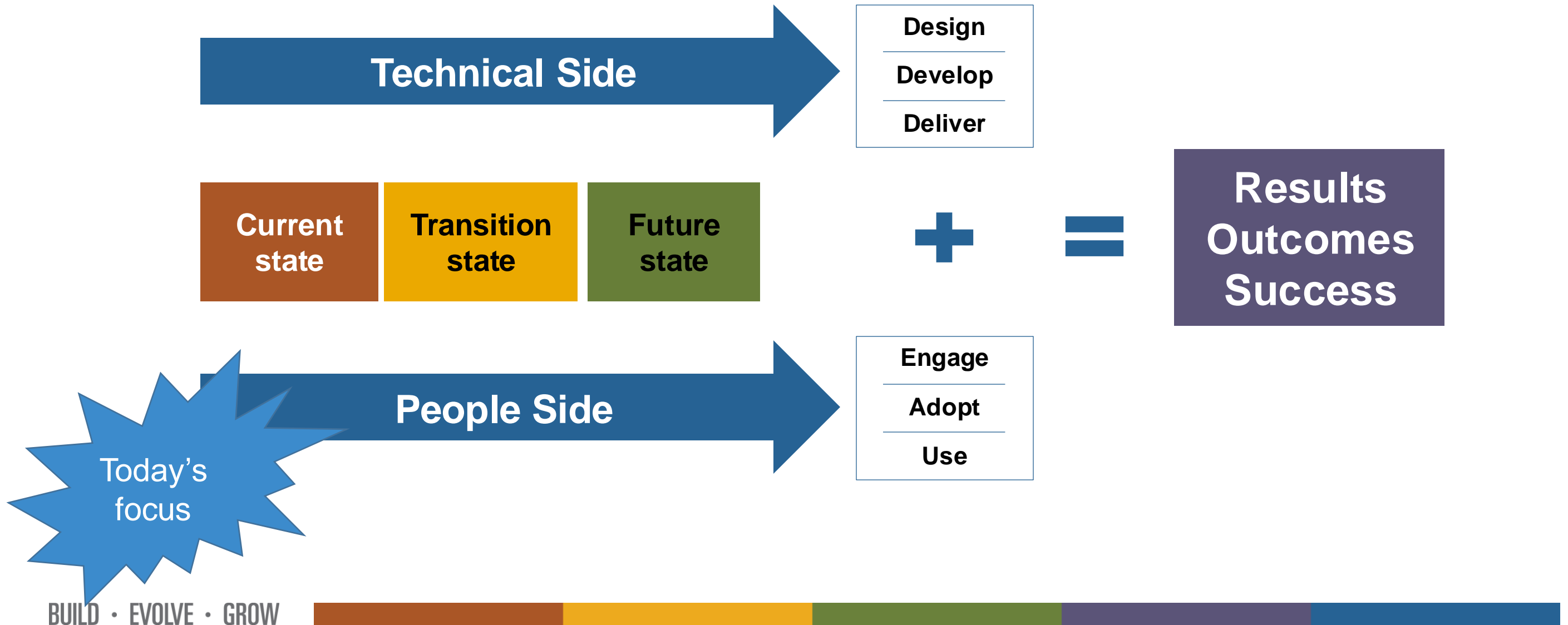
Ready to engage with us?

**The
Process of
Change**

CHRS

Common Human Resources System

A successful implementation requires both the Technical and People side to be aligned



Journey to Adoption

- Whether the change is welcomed or not...
- Whether it is related to work, home or personal...
- Whether it's large or small...



People generally go through the SAME PROCESS to accept and adapt to a change.

The goal of Change Management is to help them go through this process faster.

Questions?



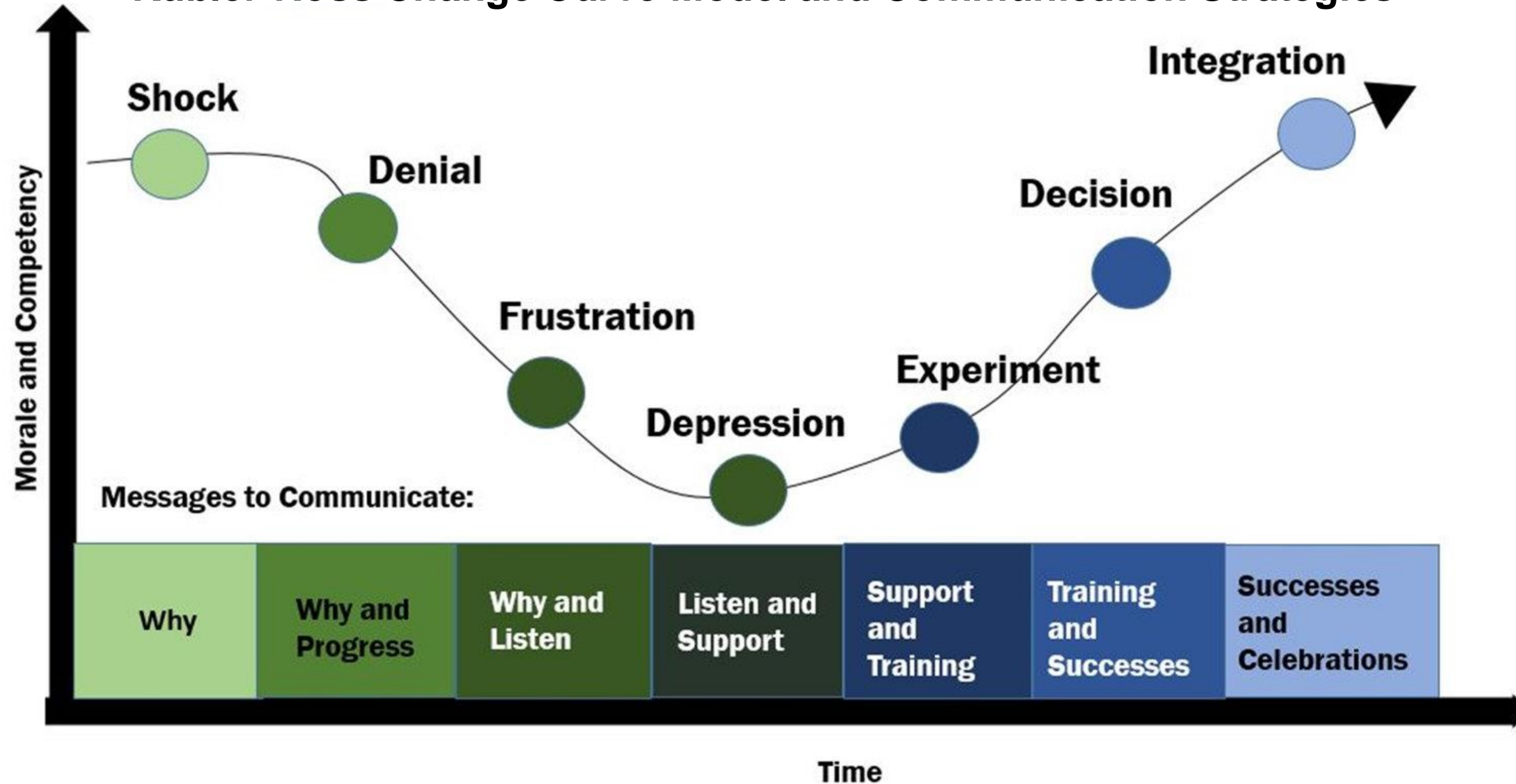
The Change Curve

- Focuses on people's natural reactions to change – they can be mild or intense
- Acknowledges that reactions are not necessarily positive or negative, just part of the process
- People will go through the phases at different speeds
- Stages are not necessarily sequential – you may go back and forth
- Facts about the system's functionality are NOT equal to your perception! Emotions always play a part

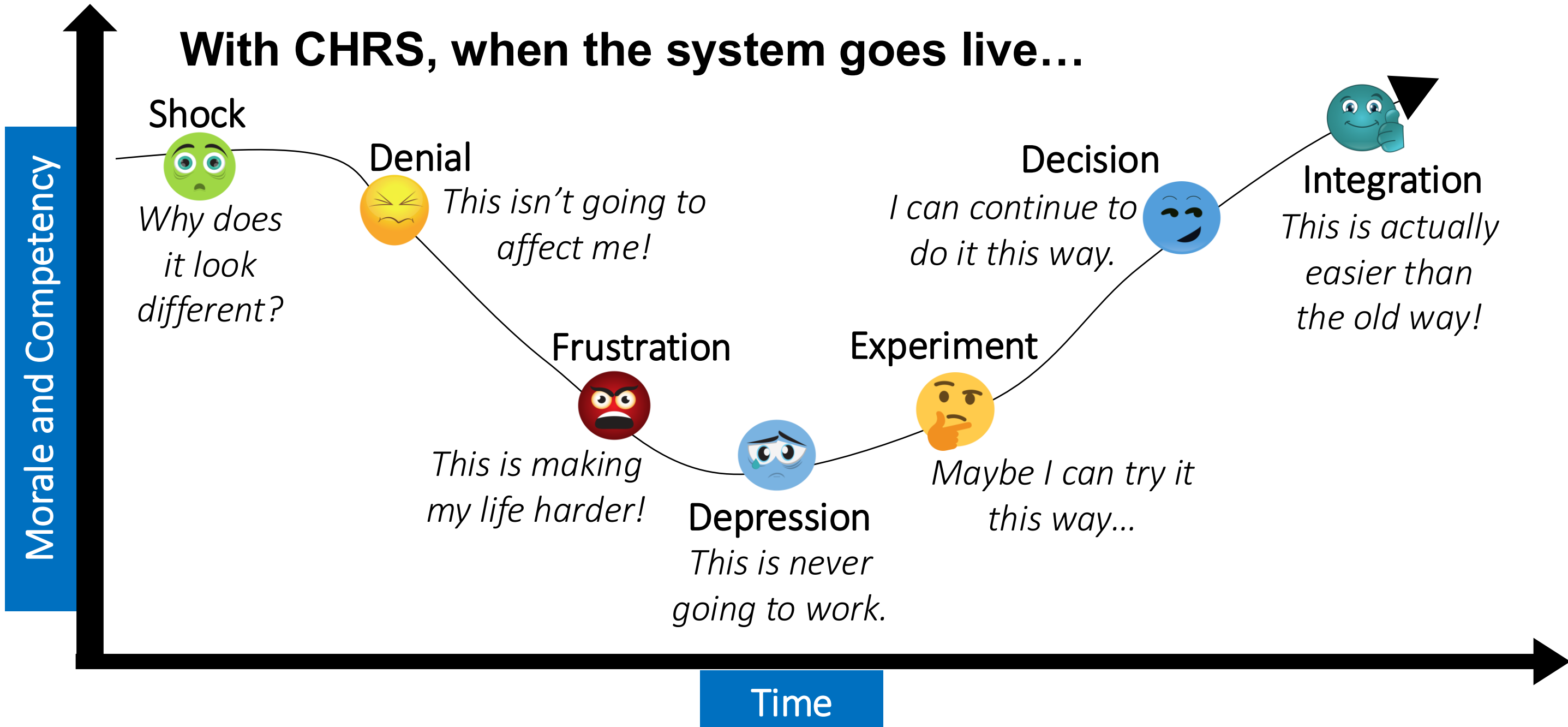


Facts + Emotions = Your Perception

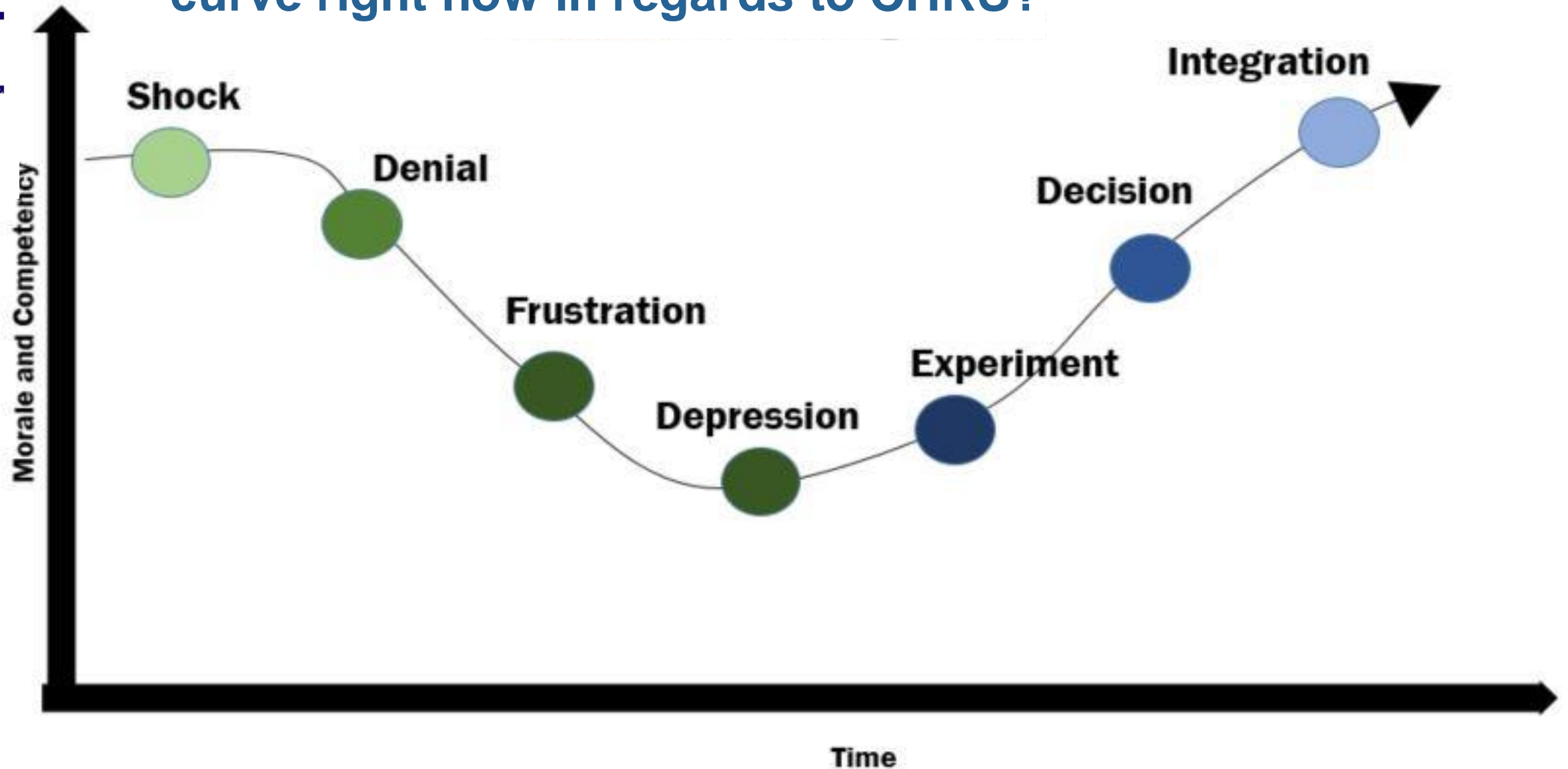
Kübler-Ross Change Curve Model and Communication Strategies



With CHRS, when the system goes live...



Where do YOU feel you are at on this change curve right now in regards to CHRS?



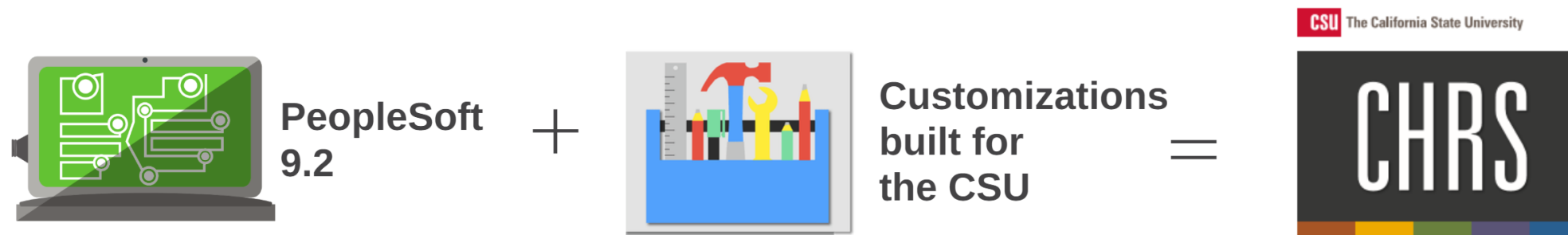
About
CHRS

CHRS

Common Human Resources System

WHAT is CHRS?

- The Common Human Resources System (CHRS) is a project to move all campuses to a standard HR platform
- The core HR system is based on PeopleSoft 9.2 with customizations for CSU



WHY are we implementing CHRS?

- Utilize new functionality, streamline processes and share best practices
- Enhance reporting with standardized data to assist in decision making
- Facilitate campus cross collaboration and systemwide training materials
- Improve user experience with future mobile access to HR services

BUILD • EVOLVE • GROW

WHO is behind CHRS?

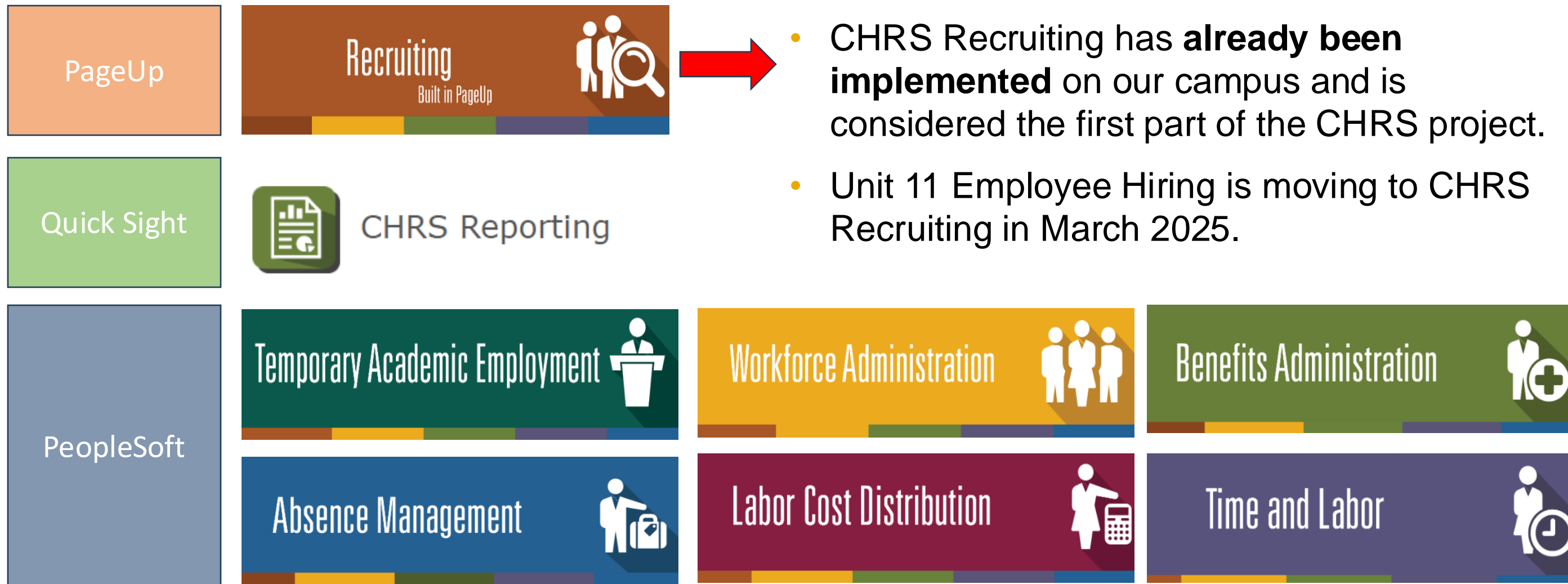
- The system was designed by HR experts from all 23 CSU campuses who came together to collaborate on best practices over a two-year period
- The software modifications were written by the Chancellor's Office CMS team
- The CHRS Project Team at the Chancellor's Office is working with an Implementation Team on each campus
- CHRS is sponsored by executive leaders at the Chancellor's Office and at your campus



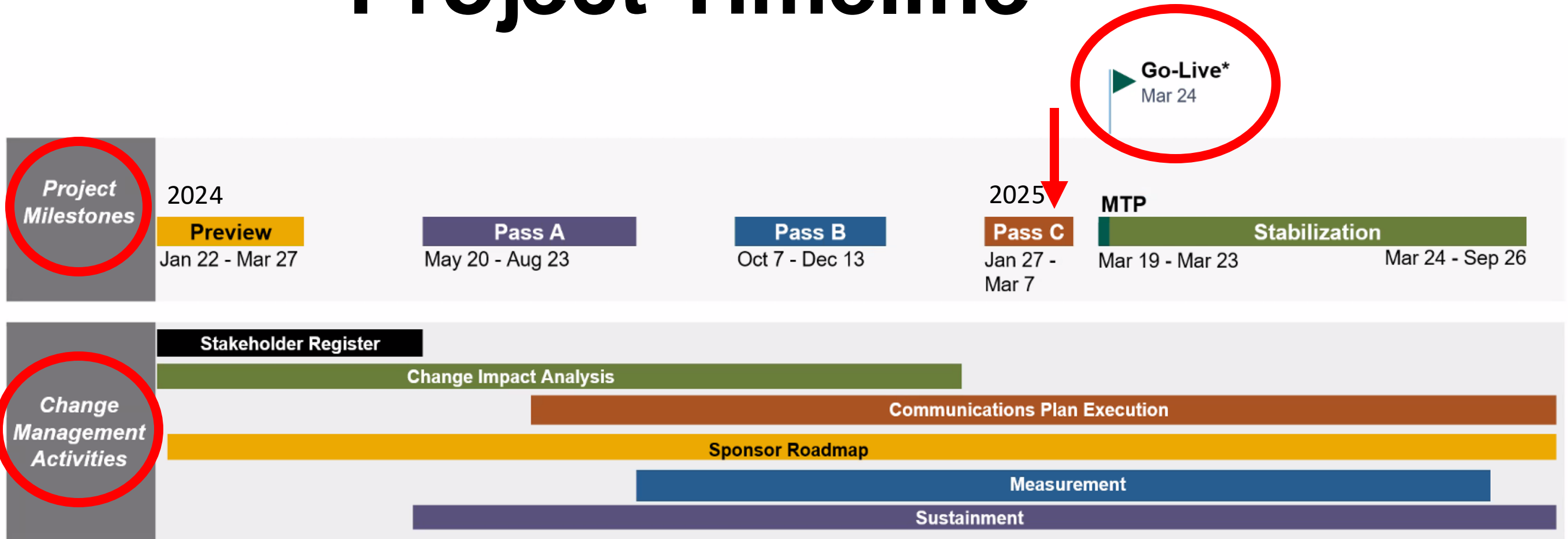
SACRAMENTO
STATE



What is included in CHRS?



Project Timeline



Impacts

CHRS

Common Human Resources System

How will you and your employees be impacted by CHRS?

- The system will look and feel different
- CHRS will bring changes in the way you do some facets of your job
- Processes and procedures are changing
- Shared training materials
- Communication will take place throughout the process so you know what to expect





General Impacts Overview by Module/Role





Reflection Activity Prep:

Open an email to yourself or start some notes to capture thoughts and ideas from today's session.

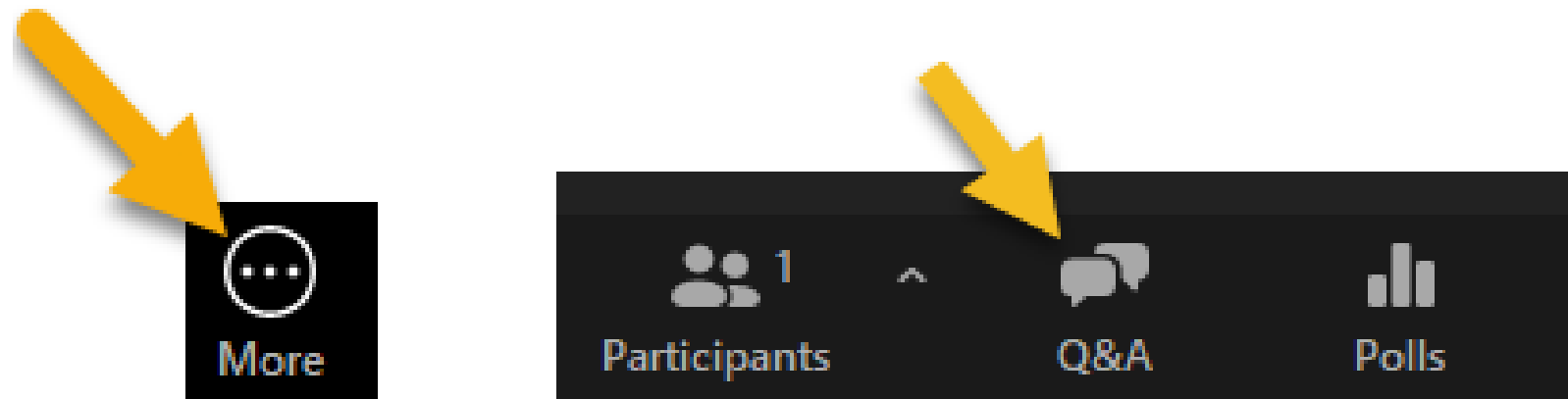
For the impacts section coming up next:

- Which process changes may need to be reviewed in your department?

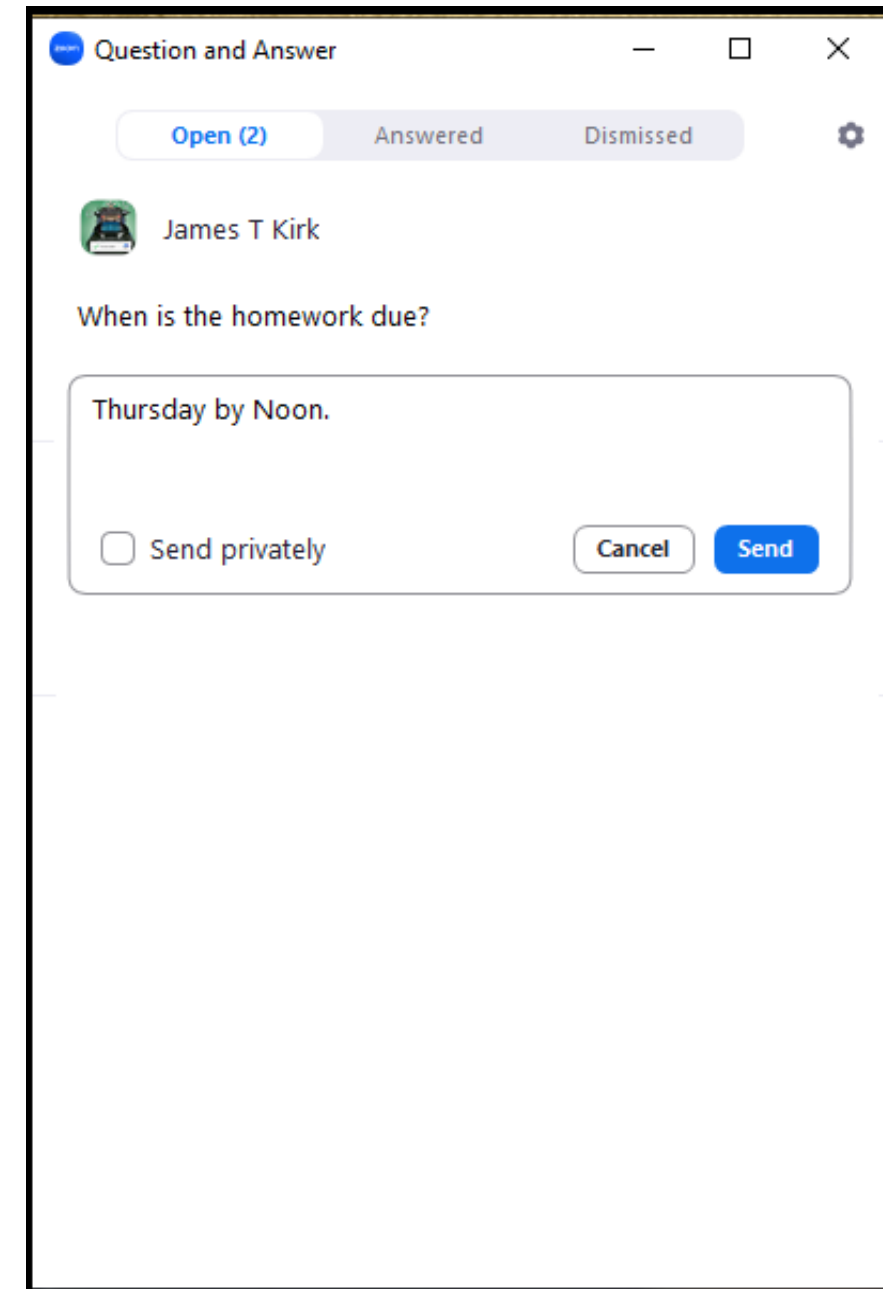


Using Zoom Q&A

We will be using the "Q&A" option (not Chat) to track questions and answers during this section.



Please open the Q&A feature so that you can submit questions and view answers from the project team.



WHAT'S NEW?

Single link on the My Sac State Portal to CHRS

Custom links to Self Service menus no longer available

AC
Manage Password >

ENS Update Your Notification Preferences
Emergency Notification System
Update your CMS information to receive urgent campus safety notifications.

Need Technical Assistance?
Get IT Support & Consultation

Employee Quick Links

- Common Human Resources System (CHRS)**
Employee Self Service, Manager Self Service, Functional Access
- CMS Campus Solutions (SA) Access
- CMS Student Services Center
- CFS Finance Access
- Page Up (CHRS Recruiting)
- Cognos
- CSU Learn
- LinkedIn Learning
- Employee Assistance Program (Password: SacState)
- Personal/Campus Directory/ENS

Latest News

Sac State students document complex history of Sutter's Fort through photography project
Assistant Professor of Photography and Social Practice Eliza Gregory leads student photographers in exploring the iconic Sacramento...



Popular Tools and Resources



Important Dates and Deadlines

Academic Calendar

Sac State Featured Events

- Dec 9-13 | **Fall 2024 Finals Week**
Sac State Featured...
- Dec 11 4:00 PM | **60th Anniversary: Virtual Continuin...**
Sac State Featured...
- Dec 14 8:00 AM | **2024 Winter Commencement ...**
Sac State Featured...

The screenshot displays the CHRS Employee Self Service interface. At the top, there is a navigation bar with the CSU logo, a search bar, and a menu icon. Below this, the page title is "Employee Self Service". The main content area features a grid of service tiles:

- CSU TAE Appt Notice**: Includes an icon of a briefcase with an arrow.
- Open Enrollment**: A large tile with the text "~Coming in 2025~" and "No Enrollment Available At This Time".
- CSU Time**: Includes an icon of a person and a clock.
- CSU Personal Details**: Includes an icon of a person and a pencil.
- CSU Benefits Summary**: Includes an icon of a person, a list, and a plus sign.
- CSU Life Events**: Includes an icon of a person, a list, and a plus sign.
- Hire/Newly Eligible Enrollment**: Includes an icon of a person, a list, a plus sign, and a house.
- Benefit Statements**: Includes an icon of a person, a list, a plus sign, and a house.
- CSYou Benefits**: Includes an icon of a person, a list, a plus sign, and a house.
- View Paycheck Cal Employee**: Includes an icon of a document with a magnifying glass.

WHAT'S NEW?

Tiles will have pop-out menus

A new "CHRS ID" assigned to each employee.

"Sac State ID" remains in other systems

A red-bordered pop-out menu is shown on the right side of the interface, listing various personal details categories:

- Addresses
- Contact Details
- Name
- Emergency Contacts
- Disability
- Veteran Status
- CSU Preferred Name
- CSU Paycheck Designee
- CSU Ethnic Groups

The screenshot shows the CHRS Employee Self Service portal. At the top, the 'Employee Self Service' menu is circled in red. Below it, a grid of service tiles includes 'CSU TAE Appt Notice', 'Open Enrollment' (with a message 'No Enrollment Available At This Time'), 'CSU Time', 'CSU Personal Details', 'CSU Benefits Summary', 'CSU Life Events', 'Hire/Newly Eligible Enrollment', 'Benefit Statements', 'CSYou Benefits', and 'View Paycheck Cal Employee'. A red arrow points from the 'CSU Time' tile to a dropdown menu on the right. This dropdown menu, also outlined in red, lists options: 'Timesheet', 'Enter Time', 'Exceptions', 'CSU Report No Leave Taken', 'Weekly Time Summary', 'Payable Time', 'Request Absence', 'Cancel Absences', 'View Requests', and 'CSU Employee Balance Inquiry'. A large 'DRAFT' watermark is visible across the center of the page.

WHAT'S NEW?

CSU Time menu options are re-organized

CSU Time deadlines managed by CO

System reminders no longer available

Subscribe to Payroll Events: <https://events.csus.edu/sac-state-payroll>

SACRAMENTO STATE APPLY EXPERIENCE GIVE

Sac State Payroll Events

February 2025

S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	1
2	3	4	5	6	7	8

Search

When	Start Day	Event
FEBRUARY 2025		
Feb 28	Friday	Master Payday for February 2025 (Staff, Managers, Faculty)
MARCH 2025		
Mar 3	Monday	Direct Deposit for February 2025 Master Pay Day
Mar 4	Tuesday	Absence Management: Deadline for Self Service Users to enter absences for February (1/31 through 2/28)
Mar 4	Tuesday	Mid-Month Paid Employees: "Report Hours Worked" for February (1/31 through 2/28)
Mar 6	Thursday	Absence Management Approvers: Deadline to Approve Absences

Sign In: [SacLink ID](#) [Benefits of Signing In](#) [Organizer Sign In](#)

SUBSCRIBE

Sac State HR
» **Sac State Payroll**

Select how you want to subscribe to automatically receive calendar updates.

- Weekly Email**
Receive periodic email messages that contain new, updated, and upcoming events.
Name
Email Address
NOTE: By subscribing, you make your name and email address available to the calendar's publisher.
[MORE](#)
- iCalendar Subscribe**
- iCalendar Download**
- RSS Feed**
- ATOM (XML) Feed**

Event Actions powered by **TRUMBA** [Privacy Policy](#) [Terms of Use](#)

WHAT'S NEW?

“No Leave Taken” becomes a separate “CSU Time” menu option

CSU Time

- Timesheet
- Enter Time
- Exceptions
- CSU Report No Leave Taken**
- Weekly Time Summary
- Payable Time
- Request Absence
- Cancel Absences
- View Requests
- CSU Employee Balance Inquiry


Grid of Service Tiles:

- CSU TAE Appt Notice
- Open Enrollment ~Coming in 2025~ No Enrollment Available At This Time
- COVID 19 Self-Certification
- CSU Time
- CSU Personal Details
- CSU Benefits Summary
- CSU Life Events
- Hire/Newly Eligible Enrollment
- Benefit Statements
- CSYou Benefits
- View Paycheck Cal Employee

CSU Time > No Leave Taken > Submit



WHAT'S NEW?

“No Leave Taken” becomes faster and easier to submit!

Pay Bgn Dt 03/01/2024 

Pay End Dt 03/31/2024  1

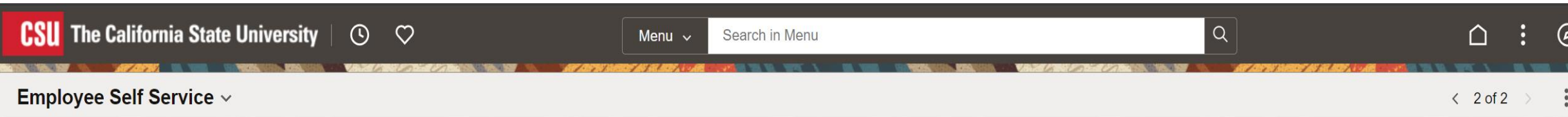
No Leave Taken

  < < 1-1 of 1

	No Leave Taken	Pay Bgn Dt	Pay End Dt	WF Status	Comment
1	NLT- No Leave Taken	03/01/2024	03/31/2024		

To the best of my knowledge and belief, the information submitted is accurate and in full compliance with leg

Submit 2
TimeSheet
Absence Request History
Self-Service Home



WHAT'S NEW?

“Request Absence” is a **new option** with an approval workflow

“Request Absence” **prior** to using a vacation day

CSU Time > Request Absence

WHAT'S NEW?

New "Forecast" feature predicts the future leave balance

Both employees and approvers can forecast balances prior to submitting or approving

Request Absence

Submit

*Absence Name: Vacation

*Begin Date: 10/25/2022 (A)

End Date: 10/26/2022 (B)

Duration: 16.00 (C) Hours

Partial Days: None

Forecast

Comments (D)

Forecast View Eligibility Details

Comments

Attachments

You have not added any Attachments.

Add Attachment

Balance Information

As Of 01/31/2022 232.00 Hours**

View Balances

View Requests

Employee Self Service

Absence Management (AM)

- NEW! "Request Absence" and "Forecast" leave balances with approval workflow
- NEW! Forecasting supports leave planning by calculating projected leave balances
- NEW! No Leave Taken will be entered on its own page – including academic-year faculty
- All employees will enter their own absences, including faculty in academic-year classifications during academic work periods
- Employees can Request Absences or No Leave Taken up to 12 months in advance

Time & Labor (Timesheet)

- Enter time worked. Can enter time via mobile device
- Enter earn and take of Compensatory Time Off (CTO), Additional Day Off (ADO), and Holiday Credit/Holiday Credit CTO in Timesheet





Workforce Administration – Budget and Employment Services

Workforce Administration

- A new “CHRS ID” will be assigned to each employee. We will keep our Sac State IDs outside of CHRS.
- New user interface

Position Management

- New position numbers will replace current Sac State position numbers
- Active Position report will transition to Cognos (SAC HR025 replacement)
 - Will display prior CMS-HR position number and new CHRS position number



Temporary Academic Employment (TAE) Module

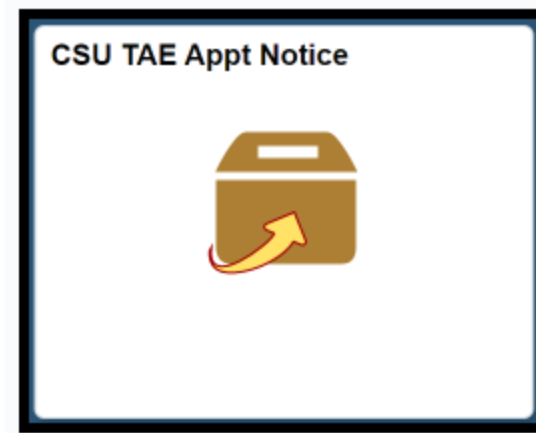
**WHAT'S
NEW?**



Temporary Faculty (Unit 3)

- Replaces the current Temporary Faculty Contract module
- Unit 3 employees will accept appointments via TAE

← AND →



Academic Student Employees (Unit 11)

- Recruitment will move to CHRS Recruiting (PageUp)
- Hiring will move to CHRS TAE
- Unit 11 employees will accept appointments via TAE

Temporary Academic Employment (TAE) for Unit 3

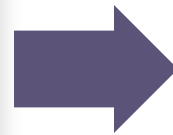
- This new module is one of the most exciting changes in CHRS!
- Mass Processing allows hiring departments and approvers the ability to process multiple appointments on a single page
- Departments receive notification when entering appointment data if an employee might exceed 125% limit in all positions in CHRS, including other campuses using CHRS
- Appointment notifications are automatically generated and sent to appointee's self-service page.
- Department Chair and MPP/Dean approvals for Faculty will be in one place
- Built-in workflow and approvals will help the flow of data from one unit to another



Temporary Academic Employment (TAE)

- Departments no longer need to provide individual appointment notifications to faculty or collect signatures
- Custom reports are available to assist in the management of TAE data
- For faculty *additional employment* appointments, start and end dates of assignment and average amount of effort will need to be determined before appointment begins.
- Departments will enter additional employment appointment data for PT lecturers
- Paperless – No more payroll reports and wet signatures





SU TAE Appointment Notice

SU TAE Appointment Notice | Reprint Old Notice | Course Assignments

For access to your Course Information, please login to your Campus Student Solution database

Please review your appointment detail by clicking the "Review Appt Notice" button. Once your review is complete, please indicate your agreement with the Terms outlined in the Appointment Detail by clicking the Acknowledge checkbox. If you are not in agreement with the Terms outlined, please contact your hiring department. Click on the 'Course Assignment' tab for course information.

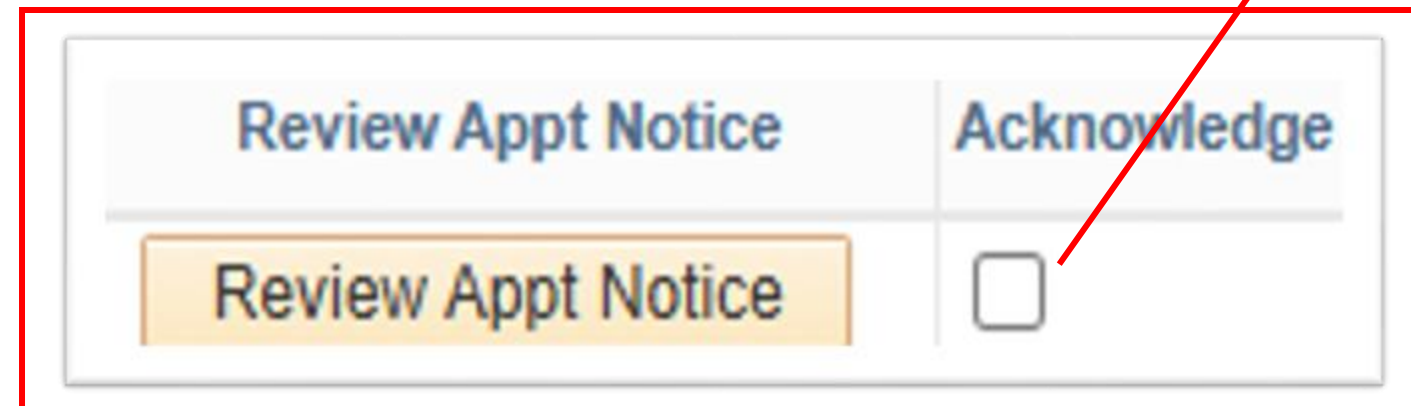
Personalize | Find | First 1 of 1 Last

Business Unit	Empl ID	Name	Empl Record	Eff Dt	Appointment#	Deptid	Department Description	Job Code	Job Code Description	Review Appt Notice	Acknowledge
1			0							Review Appt Notice	<input type="checkbox"/>

Pursuant to Provision 36.5 of the CFA collective bargaining unit

Are you employed or do you plan to be concurrently employed in any other capacity at a CSU campus during the period of this appointment? (Check if Yes)

- Employee accepts formal offer letter via CHRS
- "Acknowledge" required to complete hiring process





CSU TAE Appointment Notice

CSU TAE Appointment Notice | Reprint Old Notice | Course Assignments

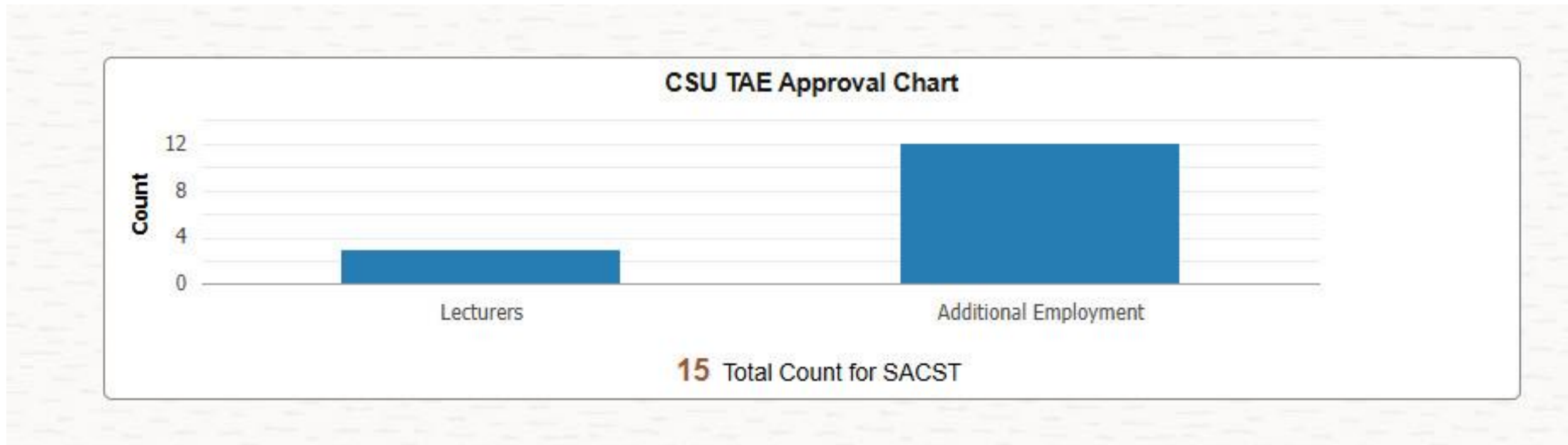
Appointment History

Personalize | Find | View All | First 1 of 1 Last

Business Unit	Description	Dept ID	Description	Job Title	WTU/ Hour	Status	Expected Start Date	End Date	Appl Nbr	Reprint
1 SACST	CSU SACRAMENTO	15100	English	Teaching Associate AY	3.750000000	Revision	08/21/2024	01/02/2025	600000244	

Unit 3 and Unit 11 employees can access appointment history

Approvers will see Appointments in their Approval Queue





Temporary Academic Employment (TAE) for Unit 11

- Office of Graduate Studies, Employment Services

- Replacing the academic student (asePTF)
- TAE will be used to appoint Unit 11 employees—Teaching Associates (TA), Graduate Assistants (GA), and Instructional Student Assistants (ISA) – as well as temporary faculty.
- Unit 11 employees will also be recruited through **PageUp**.
- Mass Processing allows hiring departments and approvers the ability to process multiple appointments on a single page
- Appointment notifications are automatically generated and sent to appointee's self-service page.



Manager Self Service

Similar to current Manager Self Service

Best Practices

- *Weekly Approvals* – Important because **deadlines are earlier in CHRS**
- *Department Reminders* – Advocate/discuss how to manage internal department approval reminders (e.g., Outlook, etc.)

Absence Management by "Reports To"

- Manage and Approve Absence Requests – NEW! Email notices for this workflow only
- Manage and Approver No Leave Taken (NLT) - setup month end reminders

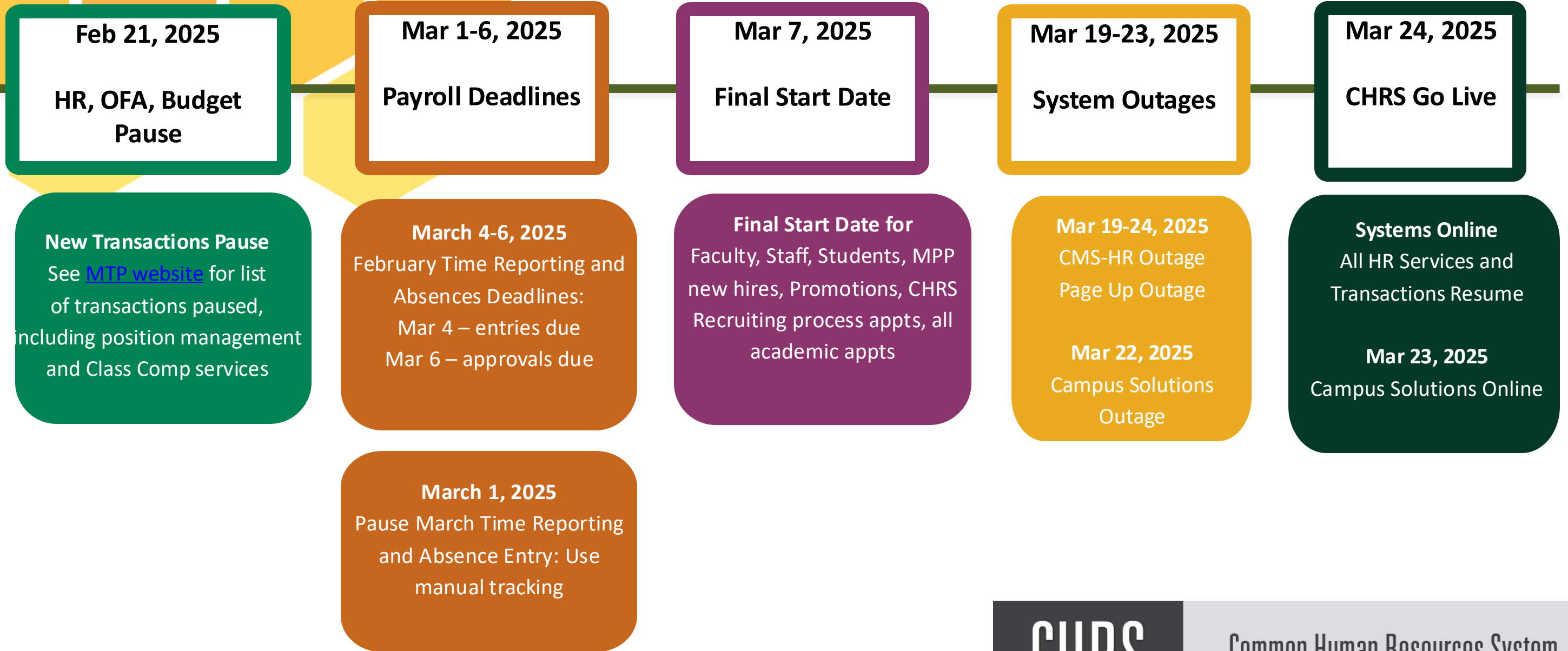
Timesheets / Payable Time by "Approver Group" (by Dept ID)

- Manage and Approve Payable Time (Timesheets) - **setup weekly reminders**



Preparation for CHRS Implementation

Transaction and System Pauses Feb 21 – Mar 24, 2024

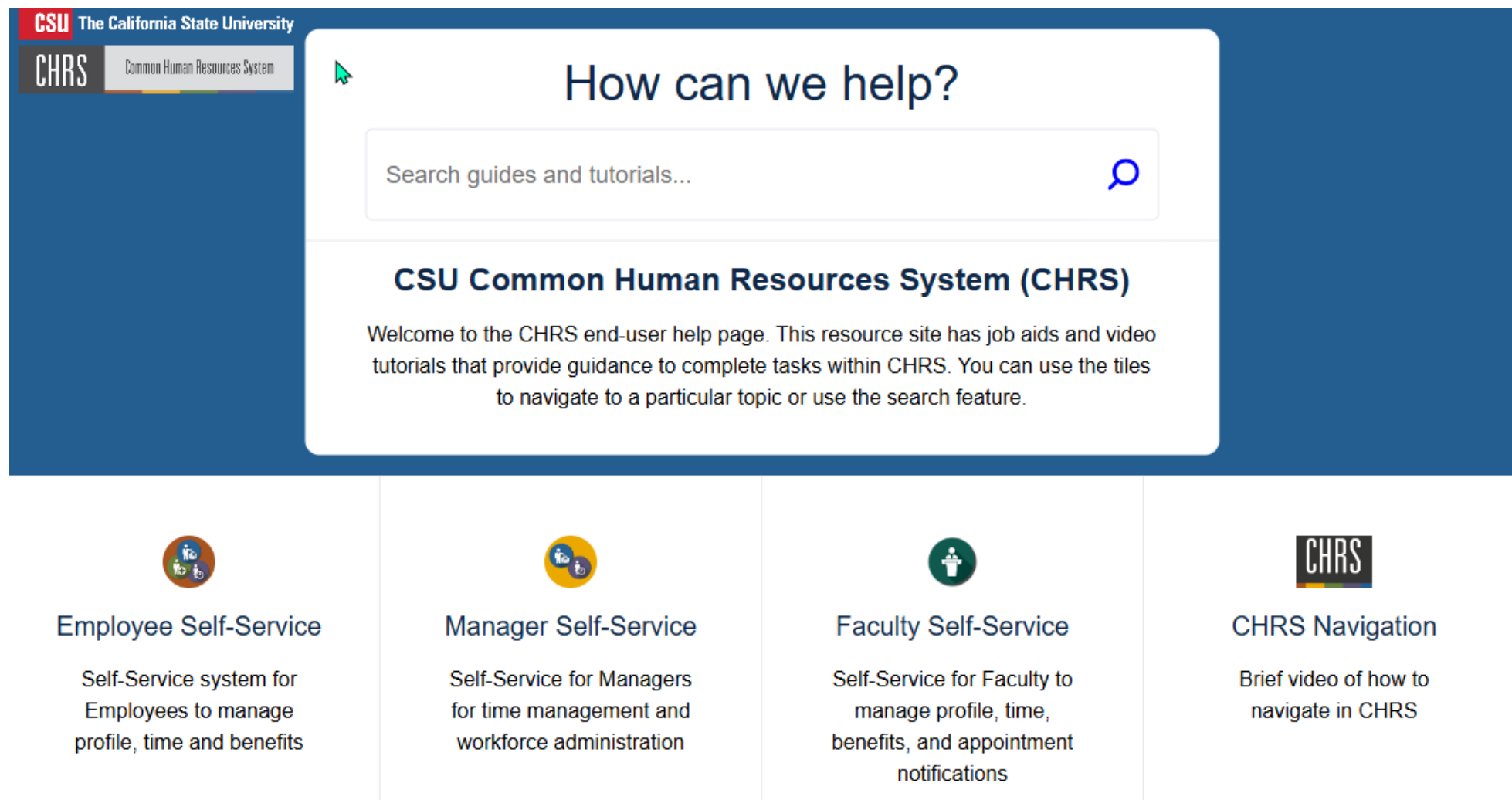


Just-in-Time Training

**Online
Job Aids
and Videos**

End User Support

- CSU Learn e-course
- Job Aids
- Timekeepers
- Training occurs closer to Go-Live on March 24







How can we help?

Search guides and tutorials...

CSU Common Human Resources System (CHRS)

Welcome to the CHRS end-user help page. This resource site has job aids and video tutorials that provide guidance to complete tasks within CHRS. You can use the tiles to navigate to a particular topic or use the search feature.

 <p>Employee Self-Service</p> <p>Self-Service system for Employees to manage profile, time and benefits</p>	 <p>Manager Self-Service</p> <p>Self-Service for Managers for time management and workforce administration</p>	 <p>Faculty Self-Service</p> <p>Self-Service for Faculty to manage profile, time, benefits, and appointment notifications</p>	 <p>CHRS Navigation</p> <p>Brief video of how to navigate in CHRS</p>
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Reflection Activity:

Take a few moments to type in your notes or email to yourself:

- Which process changes may need to be reviewed in your department?

Share an idea in chat





[Sac State CHRS
Question/Comment Form](#)



Reflection Activity: Rose, Bud, Thorn

Please use Zoom whiteboard to indicate:

- ✓ Something positive about CHRS
- ✓ Something you are looking forward to with CHRS
- ✓ Something you are worried or anxious about with CHRS

You will have 2 minutes to post your responses.



**Adopting
CHRS**

CHRS

Common Human Resources System

Using Change Management Methodology to Move Through CHRS Adoption



+



The Five Building Blocks for Successful Change



A Awareness

D Desire

K Knowledge

A Ability

R Reinforcement®

Change Begins with Understanding



Awareness

"I know what the CHRS acronym stands for"

"I know what CHRS is and why it is necessary for our campus to implement it"

"I understand that when we go live with CHRS, aspects of how I do my work may change"

If you scored a 3 or below, your Barrier Point is: **Awareness**

How to get past the Awareness Barrier Point to adoption?

- Learn all you can about the project through the website, presentations, newsletters, etc.
- Listen to the CSU Executive Sponsors discussing CHRS, as well as your Campus Sponsors
- Find out how CHRS will affect your job tasks
- Discuss with your supervisor



Change Requires Desire / Acceptance



Desire

"I want to see how CHRS will benefit my campus and the CSU"

"I understand the efficiencies that CHRS will bring in the future"

"I look forward to learning more about CHRS and seeing how our work will adapt to the new system"

If you scored a 3 or below, your Barrier Point is: **Desire**

How to get past the Desire/Acceptance Barrier Point to adoption?

- Understand why CHRS is a crucial project to the CSU
- Focus on the long-term efficiencies it will bring to your campus – cost efficiencies, resources and time
- Remind yourself that we are positioning the entire CSU system for the future
- Align with your leaders and their support for CHRS



Change Requires Knowing How



Knowledge

"I have received the training I need to do my job"

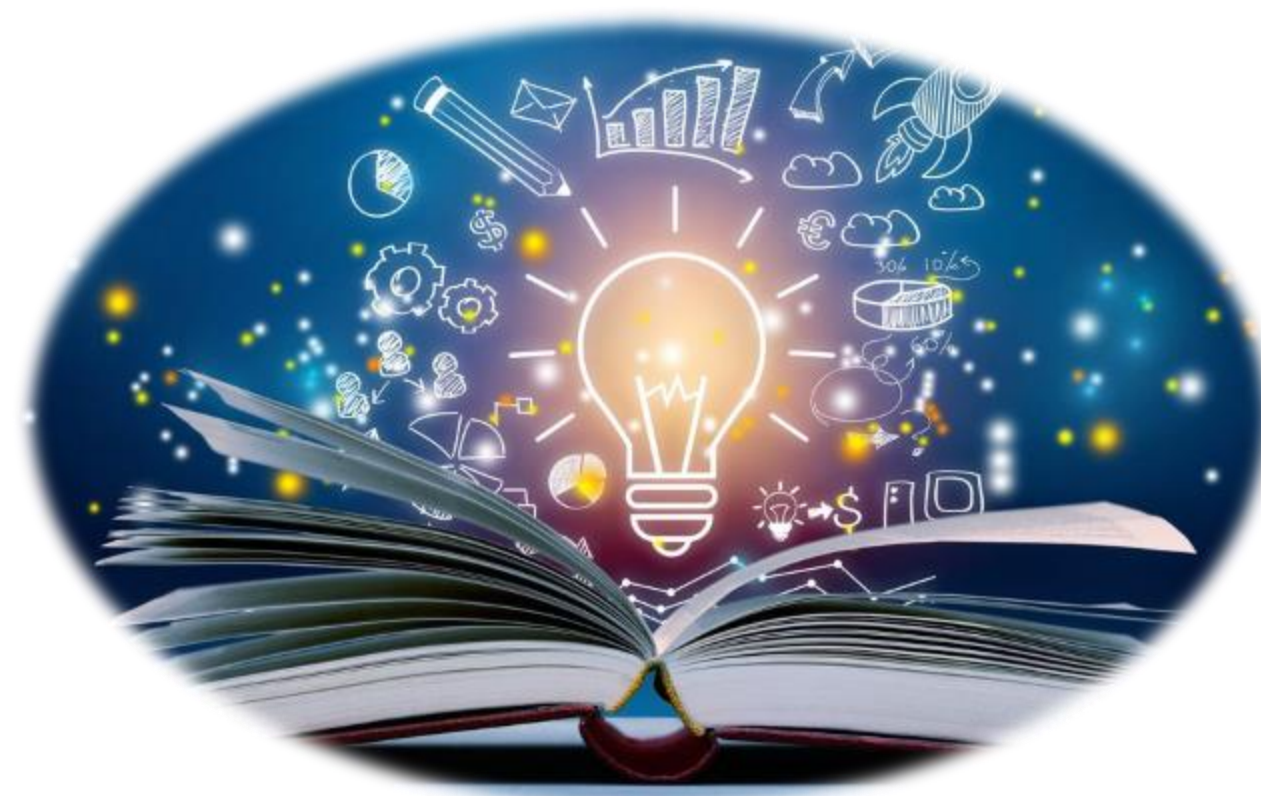
"I know how to refer to the training resources (Campus Training Page/CHRS Knowledge Base) if I need them"

"I understand how the system works"

If you scored a 3 or below, your Barrier Point is: **Knowledge**

How to get past the Knowledge Barrier Point to adoption?

- Take advantage of all the training materials on the Campus Training Page/CHRS Knowledge Base
- Attend campus-based training sessions and ask questions
- Take the time to practice and get to know the system



Change Requires Having the Ability to Make the Change



Ability

"I feel comfortable with the software"

"I have sufficient time and resources to do my job in CHRS"

"My manager understands and supports my work in CHRS"

If you scored a 3 or below, your Barrier Point is: **Ability**

How to get past the Ability Barrier Point to adoption?

- The system will become easier with more familiarity – give it time
- Share information with your colleagues
- Partner with a peer with similar roles in the system
- Let your supervisor know if something is preventing your ability to use the system
- Know that you are supported by university leadership
 - Training: Adjusting to CHRS for MPPs and Dept Chairs
 - Sharing Communications: MPP & Chair meeting updates
 - Testing: Some MPPs are serving as testers



Change Must Be Reinforced to Be Sustained



Reinforcement®

"I am ready to move over to the CHRS System permanently"

"I feel comfortable letting go of the old way of doing things"

"People I work with are comfortable using the new system"

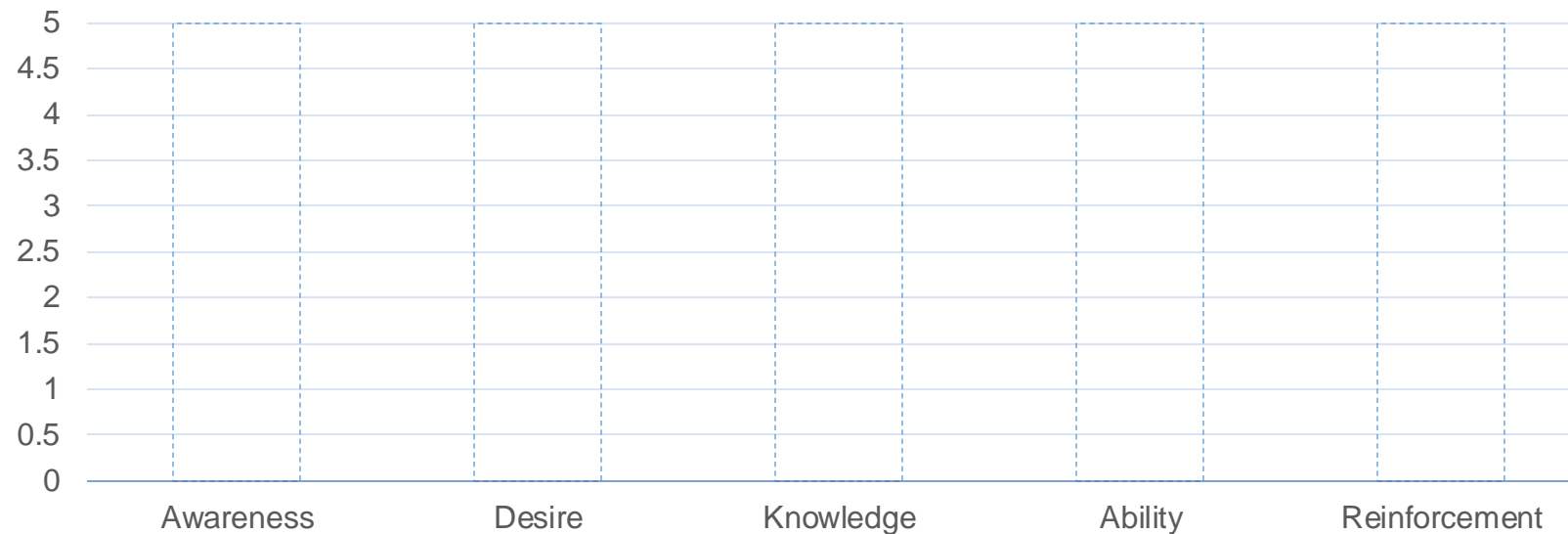
If you scored a 3 or below, your Barrier Point is: **Reinforcement**

How to get past the Reinforcement Barrier Point to adoption?

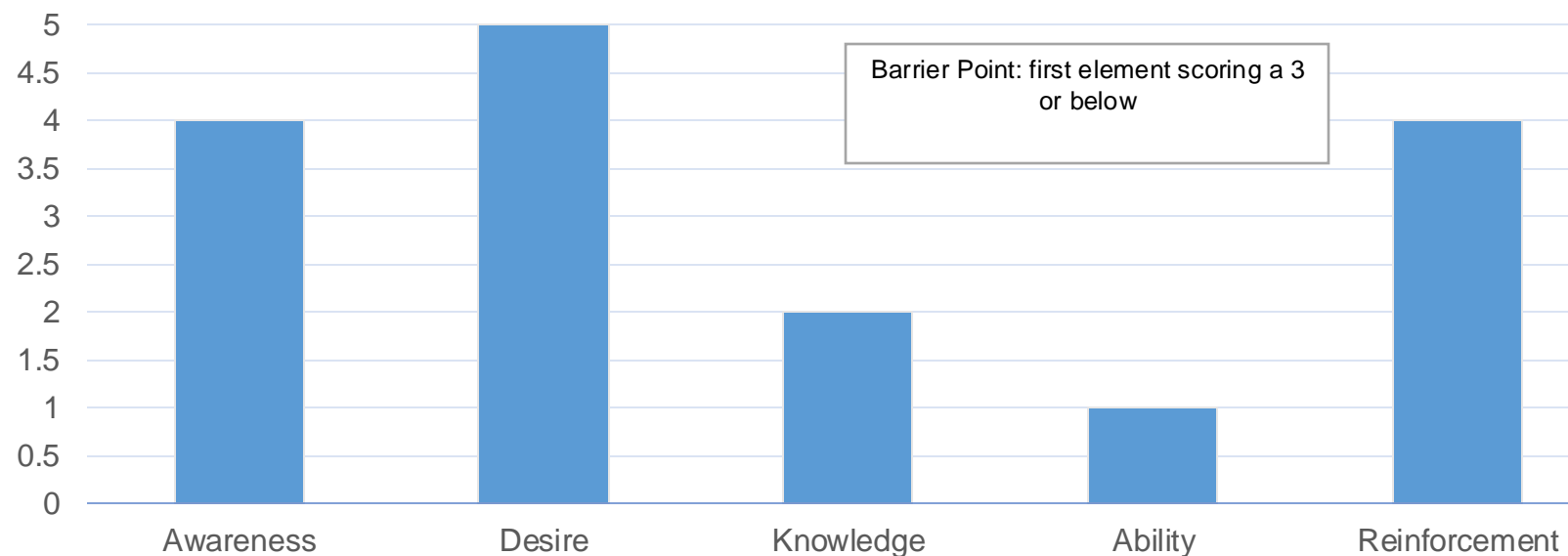
- Focus on the future of CHRS instead of looking back at the past – be an early adopter
- Think of ways to help bring your teammates along
- Consider change as a constant



To create an **ADKAR® profile bar graph**, mark your score for each element and shade the area below the mark to create each “bar.”



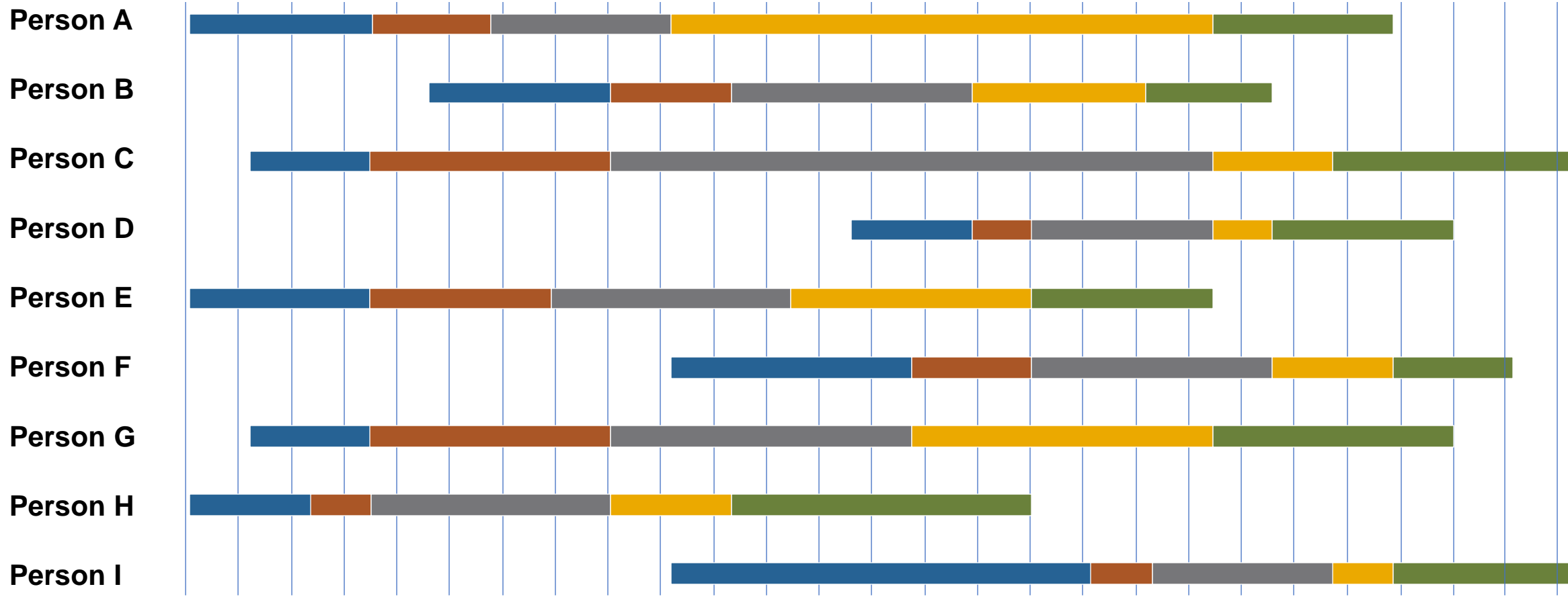
The example on the right is of a profile with:
A=4, D=5, K=2, A=1, R=4.





People move through ADKAR at different paces

Awareness Desire Knowledge Ability Reinforcement



Time

BUILD • EVOLVE • GROW

Your Change Manager is here to help:

Identifying those who are impacted

Letting people know how their jobs will be changing

Communicating to various groups around campus

Assisting the project sponsor in promoting CHRS

Measuring the success of adoption

Sustaining the change through coaching



How will you work on your barrier points? What is your action plan?



1. **Learn about CHRS:** Become familiar with the CHRS project by visiting the [Sac State CHRS website](#) and the [Chancellor's Office website](#).
2. **Stay Informed:** Actively seek info related to the project by reading SacSends and checking the campus CHRS website for updates.
3. **Communicate:** If you have suggestions or concerns, complete the [CHRS Question/Comment form](#).
4. **Invest time in your training:** Plan to invest time in reviewing the [CHRS training page](#), with job aids and video tutorials, attend live demonstrations and/or attend open lab sessions.
5. **Our Hive, Our Home!** Give each other grace in adjusting to this change—and remember the campus CHRS team is here to help you. **Stingers Up!**



AFTER

Go-Live To Do's and Important Websites:

- *Use Job Aids to understand how to navigate and use features*
- *Check Personal Details to confirm data loaded correctly*
- *March 2025 Pay Period Entries (as applicable):*
 - *No Leave Taken*
 - *Request Absence*
 - *Timesheet – Submit Hours*
 - *Setup Reminders*

[CHRS Instructions and Job Aids:](#)



[CHRS Move to Production Schedule:](#)



[CHRS Project Website:](#)





QUESTIONS



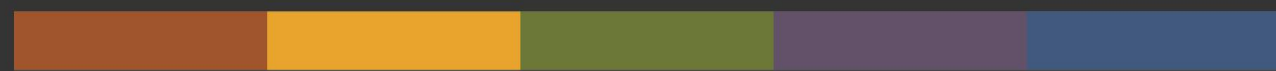
CHRS Website



THANK YOU

CSU The California State University

CHRS



BUILD • EVOLVE • GROW



How can you help your teams?

- Email or Note to self: List meetings over the next month where you may add CHRS to the agenda, to either check in with the team yourself, or ask the manager to check in with the team
- Share an idea in chat



What's Next? CHRS Training – Learning Begins Today

Great ways to get connected and learn about the upcoming changes and system:

- Visit the [CHRS Training & Instructions](#) page
- Start viewing job aids and videos
- **Attend CHRS Sessions and encourage attendance**
- Discuss the [Move to Production \(MTP\) Schedule](#) and HR Workflow Pauses with your team
- [Submit comments or questions](#) about CHRS

[CHRS Training Schedule Via HR Events](#)

[CHRS Knowledge Base-Offers Online Job Aids](#)

[CHRS Payroll Deadlines-Subscribe for Weekly Emails](#)

Quick Links to Training, Job Aids, Payroll Deadline Notifications
Access CHRS
CSU Time for Employees
Student Employee & Hourly Time Reporting
Timekeeper and Approver Primary Roles
Timekeeper and Approver/Manager Job Aids
Update Personal Details
Temporary Academic Employment
Recruiting and Hiring
Benefits Self Service
Reports
Frequently Asked Questions
Need Help?

Attend a Timekeeper Part 1 & Part 2 Session...

<https://events.csus.edu/sac-state-hr>

- CHRS: Approvers/Managers & Timekeepers, **Part 1** (CSU Time for employees) - attend one
 - 3/17/2025, 9 AM; 3/24/2025, 1 PM,
- CHRS: Approvers/Managers & Timekeepers, **Part 2** (Approving Time) - attend one
 - 3/7/2025, 2 PM (Preview); 3/17/2025, 10 AM; 3/24/2025, 2 PM
- CHRS: Open **Support Hours** for Timekeepers and Approvers
 - Fridays, beginning 3/28/2025, 10AM
- Plus CHRS Open Support Hours for campus

Questions?



[Sac State CHRS
Question/Comment Form](#)





Help us improve Take the feedback poll





#CHRSIsHappening

