

## Meeting Agenda / Notes



|                        |                                       |              |               |
|------------------------|---------------------------------------|--------------|---------------|
| Project Name           | IAM Program – IAM Lifecycle Committee |              |               |
| Meeting Date           | January 12, 2015                      | Meeting Time | 10:30 – 12:00 |
| Location/ Conference # | 561 Smith Center                      | Meeting Host | Jane Hill     |
|                        |                                       |              |               |

### Invitees

|                   |   |
|-------------------|---|
| Mike Burke        | X |
| Teresa Butler     | X |
| Julie Broad       |   |
| Peggy Callinan    | X |
| Steven Beardsley  | ? |
| Courtney Harwood  | X |
| Michael Humphreys | X |
| Tom Mayhew        | X |

|                  |   |
|------------------|---|
| Isabelle Modiano | X |
| Susan Richelson  | ? |
| Susan Vomacka    |   |
| Kwok Yu          | X |
| Jennifer Ryan    | X |
| Gretchen Grozier | X |
| Fairhall, Amy    | X |
| Shoykhet, Masha  | X |

### Agenda and Notes

#### Agenda Items:

1. IAM Status Update
2. Discussion of the sponsored affiliate concept.
  - a. Is affiliate an useful term? It is so vague!
  - b. After discussion, the group decided they liked it because it is vague.
3. Isabelle is pleased that the IAM system is going to manage non-employee individuals, because she is concerned about how often Harvard is cited for audits of these individuals in the HR system
  - a. A long discussion ensued with representatives of HR and Academic Affairs weighing in the most out of concern that there are long-standing, solid reasons why some unpaid appointments should remain in PeopleSoft HRMS.
  - b. Everyone agreed it was bad to game the HR system for the sake of access, however some of the use cases are fuzzy.
  - c. The conclusion as that the topic should receive further discussion in the Academic Affairs circles – perhaps at Elizabeth Knoll’s FDD Advisory group.
  - d. Once concern was the need for a strong process around terminating people who are in unpaid appointments. Naturally, the paid appointments are much more closely vetted due to the \$\$
4. Timing around onboarding of individuals was also raised as a concern.
  - a. Kwok and Jennifer saw the potential for a lot of double data entry resulting from the creation of the Incoming Employee category
  - b. This would be a good topic for future discussion.

### Action Items

1. Prepare for additional discussions of the Incoming Employee status, and examine the concerns around double data entry (potentially, in large volume).
2. More discussion of the unpaid

### Next Meeting

1. April 13, 2015