

From the Desk of the Chancellor

Some IUPUI staff are getting used to a new system for recording their work hours this fall. The Time Information Management Environment (TIME) was initiated in 2002 for hourly employees and expanded in October 2006 for biweekly employees. Last month, professional staff with PAO/PAU classifications began using TIME.

This new procedure was not without controversy.

The impetus for the change was an audit that revealed inconsistencies in reporting accurately hours worked and overtime pay as required by the Fair Labor Standards Act. The morale issue boiled down to which procedure would be used for reporting hours worked. Synchronous TIME use means employees must clock in/out in real time to record hours worked. Asynchronous TIME use means employees enter worked hours on an electronic timesheet.

The IUPUI Staff and Faculty Councils raised issues, the most difficult of which to address were perceived lack of trust and diminished sense of professional status with the synchronous TIME system in particular. Especially, during a time of extreme budget constraints, when we are asking a lot of our employees, the last thing we want is for our staff to feel undervalued.

Because IUPUI is a complex place, however, which TIME system to use was not universally controversial. Schools and departments develop their own way of working. Because we wanted to preserve an overall campus climate of enthusiasm and productivity, I decided to delegate the choice between synchronous versus asynchronous TIME management to my direct reports, who could then further delegate to their direct reports. I "decentralized" the decision-making process so that there would be flexibility across campus and the special nature of our academic culture could be preserved. It is my hope that we have managed to both meet our legal obligations and keep the collegiality of our campus intact.

For more information and excellent resources on this new Time Information Management Environment policy, please see the [Human Resources Administration web site](#).



Chancellor Charles R. Bantz