

University of Hawai'i
Civil Service Modernization Project
for Blue Collar Non-Supervisory
Positions



Initial Project Orientation

September 2002

Background

- Authorized by Governor
- Limited to the University of Hawai'i Civil Service positions



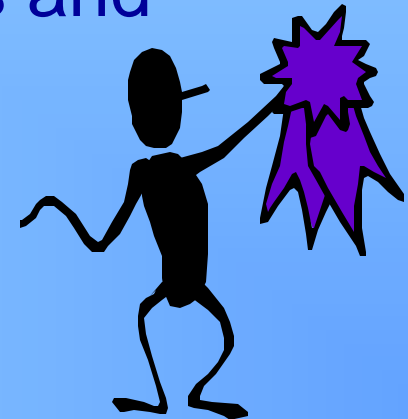
What is the UH Civil Service Modernization Project?



- To modify and/or create a new position classification system
 - For example, we may redesign jobs by expanding the assigned duties and responsibilities to broaden the position
- To redesign the performance evaluation system
- To re-evaluate compensation

Project Goals

- Classification - promote broadening skill sets to better serve University needs
- Retain and maximize use of limited human resources
- Performance Evaluation - support more communication between employees and supervisors
- Compensate appropriately



How Many Blue Collar Non-supervisory Positions Are There?



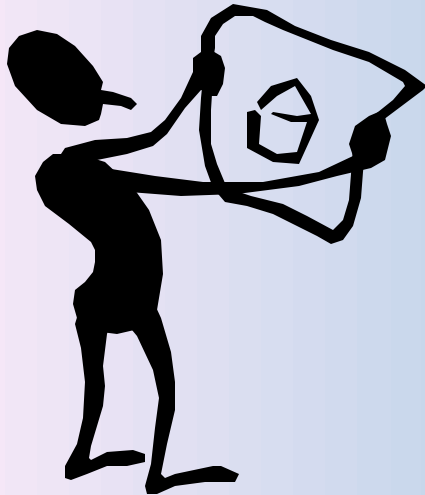
BU	Positions
1	567
10	2
Total	569

Guiding Principles for Project

- Keep it simple
- Easier to understand
- Encourages employee development
- More recognition of performance
- Comply with collective bargaining



Project Outcomes



- Modified position classification system
- Easier and faster position description process
- Facilitate and encourage more communication in performance evaluations

Proposed Time Line & Benchmarks

(Subject to change)

- June 2002 Dialogue initiated with UPW
- Nov 2002 Develop with UPW the redesign of the classification system
- Feb 2003 Employee update on project and continue system development
- June 2003 System testing and initial training
- Sept 2003 Continue training and system conversion
- Feb 2004 New system operational

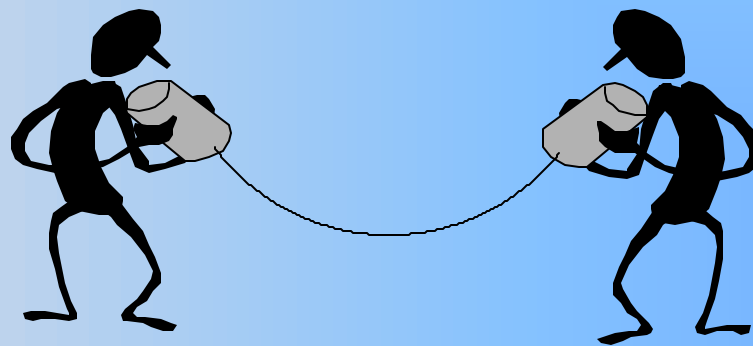
Summary

- Project affects all BU 01 and 10 employees
- Target Project Implementation Date: February 2004



Project Information

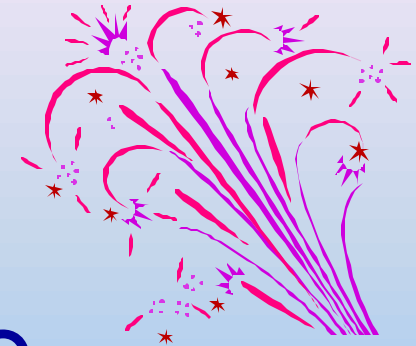
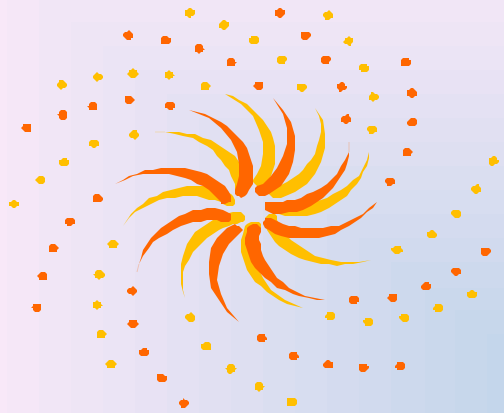
- OHR will periodically conduct employee update and Project information meetings



Any questions - now or in the future about the Project?



Call Diane Ho at 956-8643
Office of Human Resources



On behalf of the
Office of Human Resources,

Thank you!

