Chart of Accounts Redesign

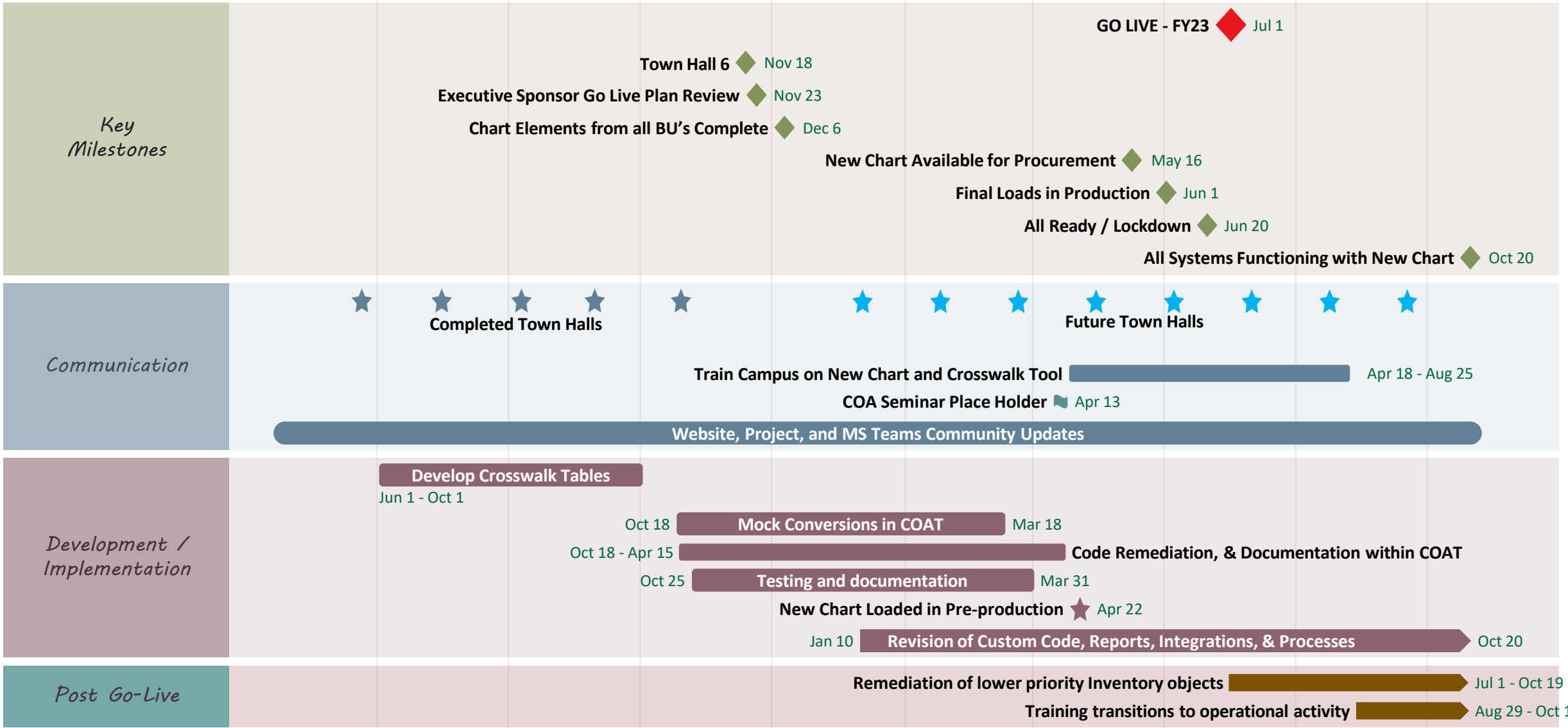## The Journey Continues…

Agenda

- You are here....
- Technical Working Group
- University Business Consulting
- Inventory Working Group
- Reporting Working Group
- Testing Working Group
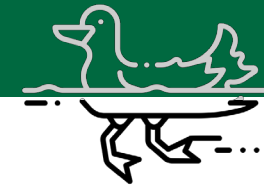- Security Working Group

Timeline

Today

| Apr | Jun | Aug | Oct | Dec | Feb | Apr | Jun | Aug | Oct |

Key Milestones

GO LIVE - FY23 ◆ Jul 1

Town Hall 6 ◆ Nov 18

Executive Sponsor Go Live Plan Review ◆ Nov 23

Chart Elements from all BU's Complete ◆ Dec 6

New Chart Available for Procurement ◆ May 16

Final Loads in Production ◆ Jun 1

All Ready / Lockdown ◆ Jun 20

All Systems Functioning with New Chart ◆ Oct 20

Communication

★ ★ ★ ★ ★   ★ ★ ★ ★ ★ ★ ★ ★

Completed Town Halls   Future Town Halls

Train Campus on New Chart and Crosswalk Tool ▬▬▬▬ Apr 18 - Aug 25

COA Seminar Place Holder ⚑ Apr 13

Website, Project, and MS Teams Community Updates

Development / Implementation

Develop Crosswalk Tables
Jun 1 - Oct 1

Oct 18 ▬ Mock Conversions in COAT ▬ Mar 18

Oct 18 - Apr 15 ▬▬▬▬ Code Remediation, & Documentation within COAT

Oct 25 ▬ Testing and documentation ▬ Mar 31

New Chart Loaded in Pre-production ★ Apr 22

Jan 10 ▬ Revision of Custom Code, Reports, Integrations, & Processes ▬ Oct 20

Post Go-Live

Remediation of lower priority Inventory objects ▬▬ Jul 1 - Oct 19

Training transitions to operational activity ▬▬ Aug 29 - Oct 19

Chart of Account Redesign Working Groups

Where we have been

Where we are going

Technical Working Group

Technical Working Group Report

Working Group Lead: Chris Gay

The charge (tasks and priority)

- Establish development and test environment for Chart of Accounts project
- Gather and evaluate inventory of integrations, services, custom code, and reports potentially impacted by Chart change
- Remediate impacted custom developed interfaces to function with the new Chart of Accounts

What have we done?

- Established Chart of Accounts Test (COAT) environment
- Compiled master inventory of services, integrations, custom codes, and reports
- Established Change management policies and procedures

Where are we now?

- Analyze inventory to plan for required code changes
- Identifying how current code is being used
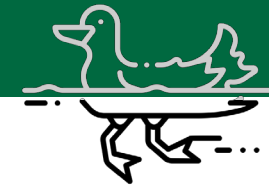
What is next?

- Finalize requirements, design patterns and establish priorities for coding changes
- Assess and update codes of high priority items
- Functional and User acceptance testing
- Integrate changes and configurations

Status Legend: ◆ **Plan on track** ◇ **Minor Variance to plan** ◆ **Major Variance to plan**

University Business Consulting Working Group
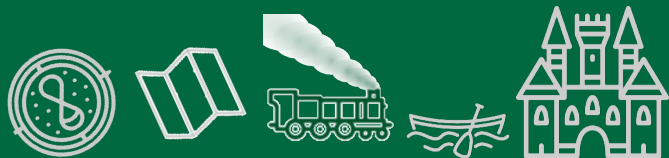
University Business Consulting Working Group

Status as of 11/18/2021: ◆

The charge (tasks and priority)

- Identify the processes and requirements driving them across the institution.

What have we done?

- UBC designed a survey in Qualtrics to gather information on how units performs certain business processes likely impacted by the COA redesign.
- The survey results will be used to help ensure business operations can be sustained following the new COA implementation.

Where are we now?

- Surveys are open through November 19 (extended from November 15).
- UBC/Accenture has begun preliminary survey analysis and is developing finance process mapping documentation.

What is next?

- UBC/Accenture will analyze survey results and determine necessary follow-up interviews and focus groups (planned for December/January).
- Goal is to map existing business processes and identify those processes that will/will not align to new COA.
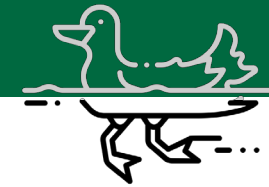
Status Legend: ◆ **Plan on track** ◆ **Minor Variance to plan** ◆ **Major Variance to plan**

Inventory Working Group

Inventory Working Group Report

Working Group Lead: Catherine Seeley

Status as of 11/18/2021: ◆

The charge (tasks and priority)

- Confirm business requirements on ~150 items captured on the COA Inventory List utilizing a bottom-up approach.

What have we done?

- Reviewed Enterprise Data Integration Services (EDIS) Banner Objects in detail to prepare for investigation interviews.
- Begun investigation interviews.
- Started Collection of business requirements.

Where are we now?

- Confirmation of requirements will be accomplished by hosting investigation interviews with business units/contacts to collect data to identify all integrations, custom code, queries, and reports.
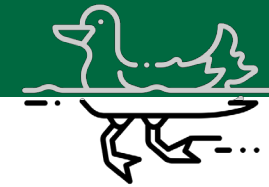
What is next?

- Continue to host investigation interviews and confirm business requirements for remediation planning on the remaining items on the Inventory List.

Status Legend: ◆ **Plan on track** ◇ **Minor Variance to plan** ◆ **Major Variance to plan**

Reporting
Working Group

Reporting Working Group Report

Working Group Lead: Judy Fortin

Status as of 11/18/2021: ◆

The charge (tasks and priority)

- Identify reporting database changes needed for new chart
- Inventory centrally managed reports and dashboards – determine those to retire or update
- Deliver initial standardized core financial reports
- Plan for long term report governance

What have we done?

- Updated reporting database to handle two charts
- Inventoried centrally managed reports, prioritized for updates and possible consolidation
- Established separate reporting areas per chart.
- Identified which historical data will be converted from current to revised chart

Where are we now?

- Working on conversion of select historical data from current to revised chart to support trend reporting
- Updating reporting database to capture additional data points (e.g., Location)
- Reviewing existing MicroStrategy reporting for consolidation opportunities and converting from current to revised chart
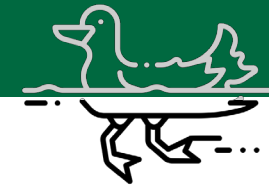
What is next?

- Continue MicroStrategy report development for revised chart
- Confer with report users for feedback on report updates, consolidation, and standardization

Status Legend: ◆ **Plan on track**   ◇ **Minor Variance to plan**   ◆ **Major Variance to plan**

Testing
Working Group

Testing Working Group Report

Working Group Lead: Marsha Lala

Status as of 11/18/2021: ◆

The charge (tasks and priority)

- Provide structure, support and oversight for all COA Project testing activities
  - Mock #1 – October 18, 2021
  - Mock #2 – January 10, 2022
  - Mock #3 – March 18, 2022

What have we done?

- Collected all System Test Plans that are informing COA Test Plan development
- Defined an Integrated Test Plan Template
- Completed Mock #1

Where are we now?

- Preparing for Mock #2
  - Confirming scope definition and requirements
  - Test Plan development for each area is underway. Target completion date 12/17/21
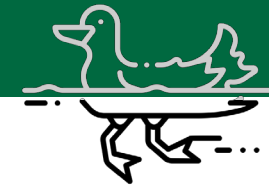
What is next?

- Mock #2 Testing in COAT begins 1/24/2022

Status Legend: ◆ **Plan on track**   ◇ **Minor Variance to plan**   ◆ **Major Variance to plan**

Finance Security Working Group

Finance Security Working Group Report

Working Group Lead: David Namiotka

The charge (tasks and priority)

- Streamline finance access and security strategies
- Maintain transactional and reporting continuity
- Investigate benefits & efficiencies within framework of appropriate controls

What have we done?

- Engaged subject matter experts and stakeholders
- Collected data on user and technical pain points
  - Finance Security & Reporting
- Maintained alignment with COA project teams/plans

Where are we now?

- Implementing recommendations approved by leadership
- Outlining critical components of implementation workgroup & plans

What is next?

<u>Maintain Focus on Goals</u>
- Sustain appropriate finance security and controls
- Support consistent and transparent reporting
- Enable meaningful access to financial, administrative, & academic data

Status Legend: ◆ **Plan on track** ◇ **Minor Variance to plan** ◆ **Major Variance to plan**

Q&A

Next Steps

- Townhall 7 – December 7, 2:30 – 3:30PM

- Townhall 8 – January

- Townhall 9 – February

- March/April – Spring All-Day Symposium/Boot Camp

Let's Connect!

If you need any assistance, or have any questions, the core project team is prepared to help:

- 🔑 Contact the Project Team: coaproj@gmu.edu
- 🔑 Project updates and info: https://coa.gmu.edu/

- 🔑 Join the conversation: Chart of Accounts Redesign Community (MS Team)