

ITS Update

WorkCyte Phase I, Phase II

P&S Council

October 7, 2021

Kristen Constant & Steve Mickelson

ITS news: Electronic Signatures (Adobe Sign)

- Adobe Sign has been awarded the RFP for electronic signatures
- License for Adobe Sign starts November 1, 2021
- DocuSign is licensed through April 30, 2022
- Project details
 - Moving from a site-license to a transactional license
 - Migration from DocuSign
 - Integration with Workday
 - Communications to campus
 - Developing best practices on when a signature is needed

We understand the inconvenience of switching platforms, but this was driven by a LARGE change in pricing that we could not justify

Iowa State Workday Products



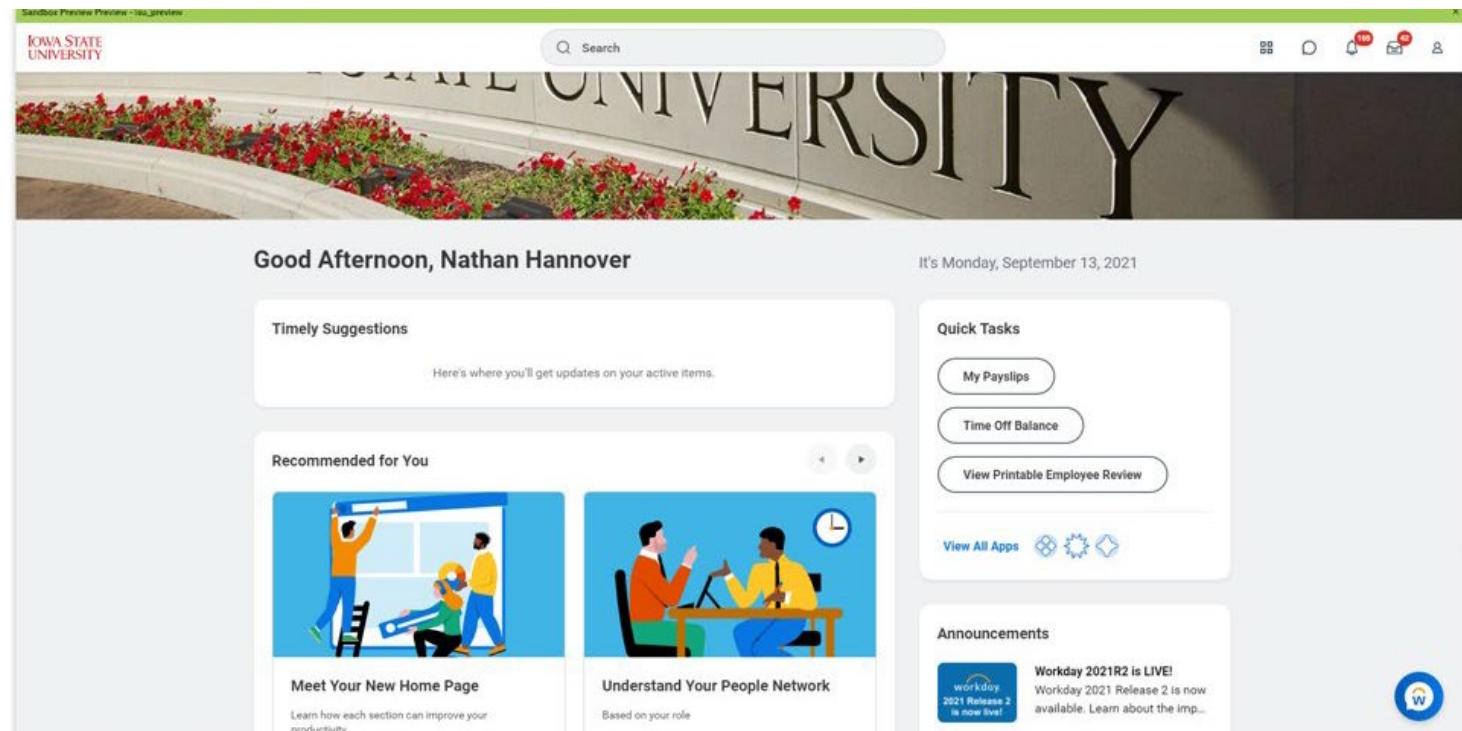
*Workday Products include those already implemented and those planned to be implemented in the future

WorkCyte Phase I Update

HCM, Finance, Payroll, Planning

Recent Activities and coming attractions

- 2021R2 was released to campus on Saturday 9/11/2021
- Stayed tuned for information about the new home page layout



Continuous Improvement Project

Leverage materials
that exist today

Promote training and
communication

Streamline Workday
related processes

Create a peer-to-
peer support
network

Enhance
management reports

WorkCyte Phase II Update

Student & Receivables

Phase II – SIS/RCV Desired Outcomes

**1. Helping Cyclones
Succeed**

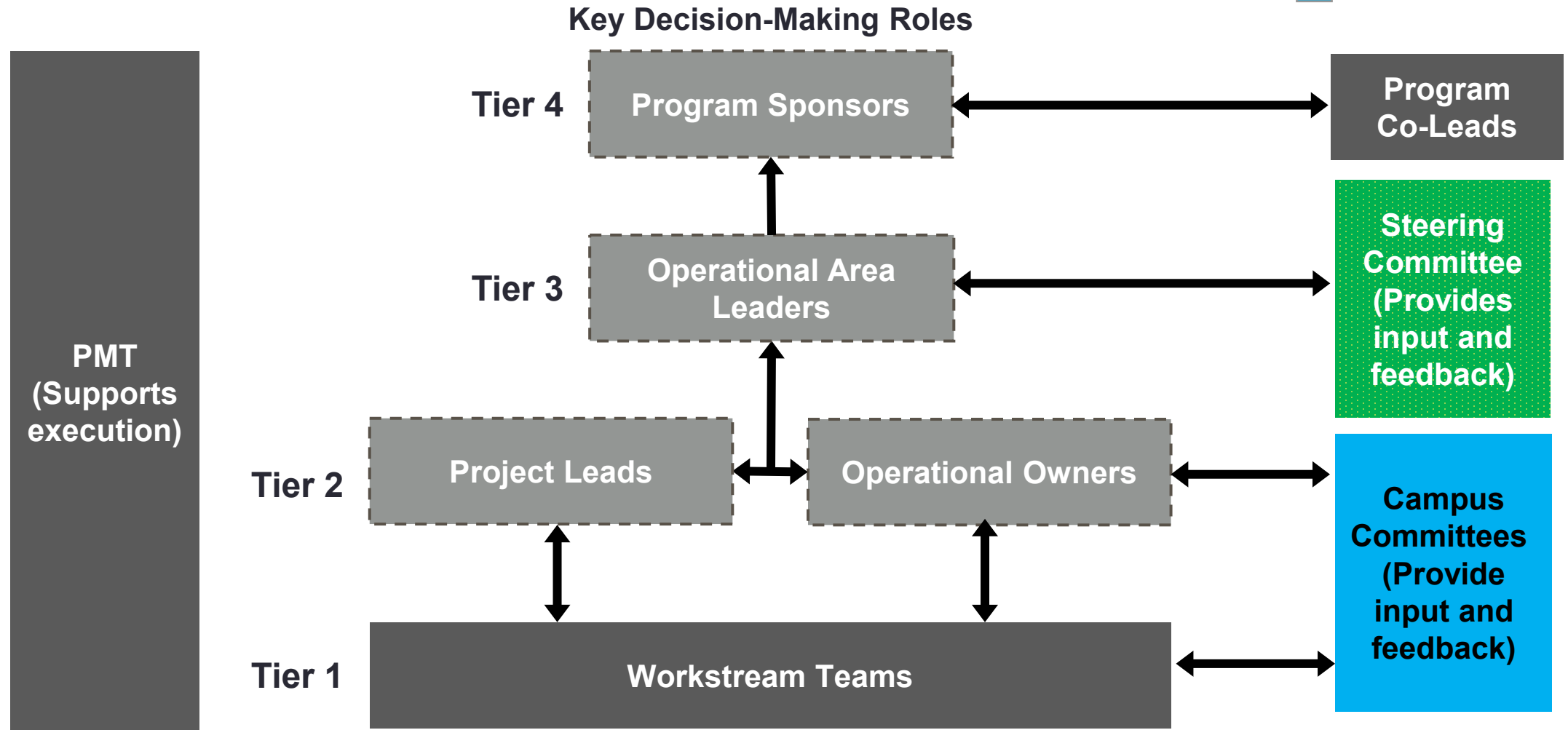
2. Innovation and Agility

**3. Standardization and
Simplification**



Governance Structure

-  = Key Decision-Makers
-  = Project Team
-  = Governance Committees
-  = Campus Committees



Governance Roles

Steering Committee Representatives

Academic Advising – Ben Chamberlain
Associate Deans – Arne Hallam
Dean of Students – Billy Boulden
Deans – Luis Rico-Gutierrez
Department Chairs – Carl Weems
Directors of Graduate Education – Charles Kerton
Enrollment Management – Laura Doering
Faculty Senate – Diane Janvrin
Finance Service Delivery – Heather Paris
Graduate College – Natalie Robinson
Graduate Students – Carrie Ann Johnson
Human Resources Delivery – Dwaine Heppler
Institutional Financial Strategy – Bonnie Whalen
Institutional Research – Karen Zunkel
Office of the Vice President of Student Affairs – Rachel Boenigk
Professional and Scientific Council – Jacob Larsen
Provost Office – Ann Marie VanDerZanden
Provost Office – Frank Peters
Student Services – Howard Tyler
Student Success Center – Allison Severson
Undergraduate Students – Jacob Conn
University Counsel – Paula DeAngelo or Brett Lohoefer
Veterinary Medicine – Jared Danielson
Veterinary Medicine – Renee Knosby
Vice President for Diversity and Inclusion Council – Nicci Port
Workday HCM – Mindi Balmer
Workday Financials – Kevin Houlette
Workday Technical – Nathan Hannover

Tier 4-Program Sponsors

Pam Cain
Kristen Constant
Kristi Darr
Steve Mickelson
Jonathan Wickert
Toyia Younger

Tier 3-Operational Area Leaders

Laura Doering
Sharron Evans
William Graves
Heather Paris
Ann Marie VanDerZanden

Tier 2-Operational Owners

Tammy Hansen
Roberta Johnson
Jennifer Suchan
Katharine Johnson Suski

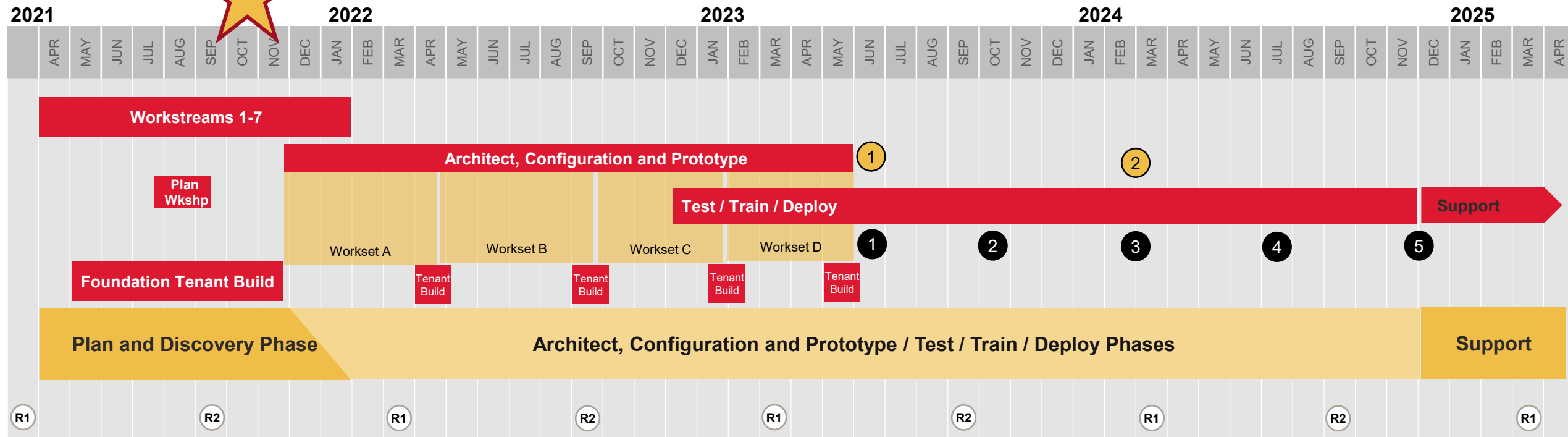
Project Management Team

Steve Kish - Chair
Carol McDonald – Advisor
Scott Butterfield
Geoff Janes
Crystal Johnson
Steven Moore
Brian Ntem

*Randy Hendricks
Joan O'Donnell*

Bea Fernandez

Student Information and Receivables Sept 1, 2021



Production Moves

- 1** Academic Foundation / Recruiting and Admissions / Financial Aid for Applicants
- 2** Records & Advising / Student Financials / Financial Aid for Continuing Students, and Receivables



Workday Future Release

First Use

- 1**
 - Academic Foundation
 - Recruiting & Admissions
 - HCM / FIN Alignment
- 2**
 - Financial Aid / Verify Awards
 - Course Catalog
 - Course Sections
- 3**
 - Records / Registration
 - Advising
 - Financial Aid / Packaging
- 4**
 - Student Financials / Payments
 - Cashiering Integrations
 - Financial Aid / R2T4
 - Receivables
- 5**
 - Student Financial / Student Balances
 - Historical Student Conversion
 - Graduation
 - Transcripts
 - Summer Grades and Degrees

Key Accomplishments – 2021

as of 10/06/21



11 planning deliverables completed

Governance Framework Established

697 RAIDQ items opened



234 current operational processes evaluated



100 participants at Student Delivery Planning Workshops

70 student, faculty & staff experience sessions with 182 campus participants



12 campus roadshow presentations

325 workstream sessions

Workday Foundation Training completed by



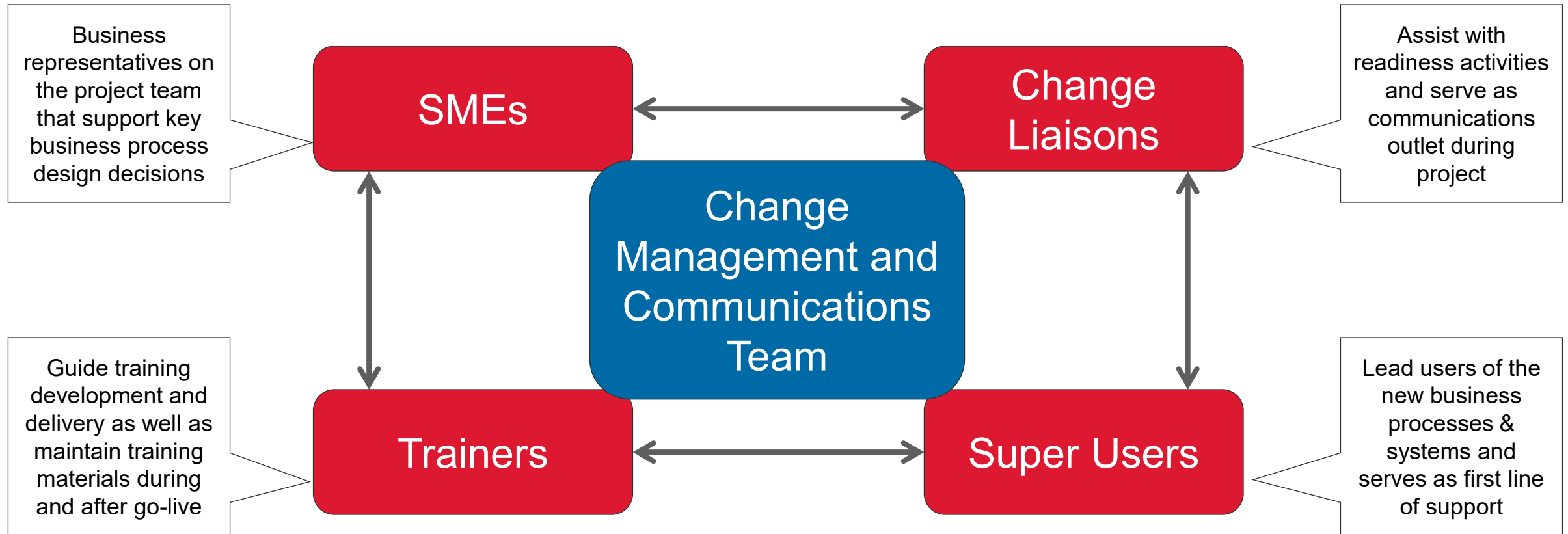
28 team members



12 decision documents in process

Building a Change Network

CM Tool



Using a network of extended team members increases change effectiveness

Thank you!