

# Monthly CHES Report - April 2022

## Mission: All Together 2025

Welcome to your monthly update on CHES and the ERP implementation. Please read through the information and consider: What is relevant to you (KNOW)? What should you share with your colleagues and teams (SHARE)? What requires action (DO)?

### KNOW

**Foundational Alignment Sessions (FAS) Completed.** 100+ individuals across CHES collaborated in over 35 Foundational Alignment Sessions to align CHES business processes to Workday's. The decisions will lay the groundwork to test, confirm, and validate the initial alignment decisions in Workday.

**Validating and Testing FAS Configuration Decisions Have Begun.** To validate and test the decisions made in FAS, the Data Conversion Teams will build a new Workday environment. CHES will perform unit test scenarios in the first of many opportunities to confirm, fine tune, or alter the business process configuration.

**Change Management Support.** To ensure employees receive the training and information they need, change management, communications, and training colleagues have been appointed at each college. Collectively they form the Change Management Team. The Team raises awareness about the implementation and works to keep everyone informed.

**Positive Results on ERP Survey #1 Results.** In February, CHES deployed the first of four all-employee surveys. The survey is designed to assess awareness, support, and engagement throughout the implementation. Thank you to the 500+ individuals across the colleges who responded. The results were overwhelmingly positive. We will use the results and the comments to prioritize and draft future communications.

### SHARE

**What is CHES?** The Collaborative for Higher Education Shared Services is a nonprofit that employs a unique approach to transform the student experience and streamline administrative operations. Central New Mexico Community College, Clovis Community College, Mesalands Community College, Northern New Mexico College, San Juan College, and Santa Fe Community College are the partners. The college presidents serve on the Board of Directors to manage the needs of the diverse group and to ensure a true collaboration among all colleges in the decision-making process.

**What is ERP?** Enterprise Resource Planning is an integrated suite of software applications using the same platform to strategically share resources and information. The CHES solution will align business processes using a more efficient, more secure, and fully integrated ERP system as the foundation to better serve students and their communities. Workday is our ERP tool.

**What is Workday?** Workday is a cloud-based software that will consolidate the various financial, payroll, and human resources applications from CHES colleges into one central system. Employees will access and manage personal info, payroll, benefits, and more in the Workday solution. Workday is helping us streamline business processes enabling each college to better serve its community and student populations.

**Welcome, Mesalands Community College!** Mesalands Community College (MCC), in Tucumcari, is the newest CHES member. President Gregory T. Busch, Ed.D., serves on the CHES Board of Directors. MCC will join San Juan College as part of Wave 2 of the ERP implementation later this year. Read the [press release](#). For more on MCC go to [mesalands.edu](http://mesalands.edu).

**What is Mission: All Together 2025?** It's Wave 1 of the ERP implementation. CNM, Clovis, Northern, and SFCC are aligning the processes for Finance, Payroll, and Human Resources with a go-live date at the end of this year. Next, they will begin doing the same for students, with a go-live goal of 2025.

### DO

**Thank Your Staff.** Be sure to thank your staff for all their hard work - in FAS, data conversion, testing, and more. Your staff have invested significant effort and training, and their work represents huge accomplishments for the project.

**Make Staff Available for Testing.** Testing activities of this project are intensive and require focus. Work with your staff to ensure they can dedicate the necessary time to this task. Ask those on your team who are not engaged with testing to be patient while their peers are fully focused on testing.

**Plan Now.** Begin planning now and adjust schedules and workloads as needed to allow your staff to fully participate in the test activities throughout the spring. Some staff may be asked to work together to complete this planning. Each college will have its own location for these meetings, if needed.

**Be Prepared for Questions.** Review and be familiar with the [FAQs](#). Send your edits and any questions you receive to Daphne and Laura so we can keep the information current.



### What's Happening?

Unit Test Scenario Development	thru 4/15
Functional Unit Workday Testing	5/2 - 5/27
Workday Go-Live	12/17

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