

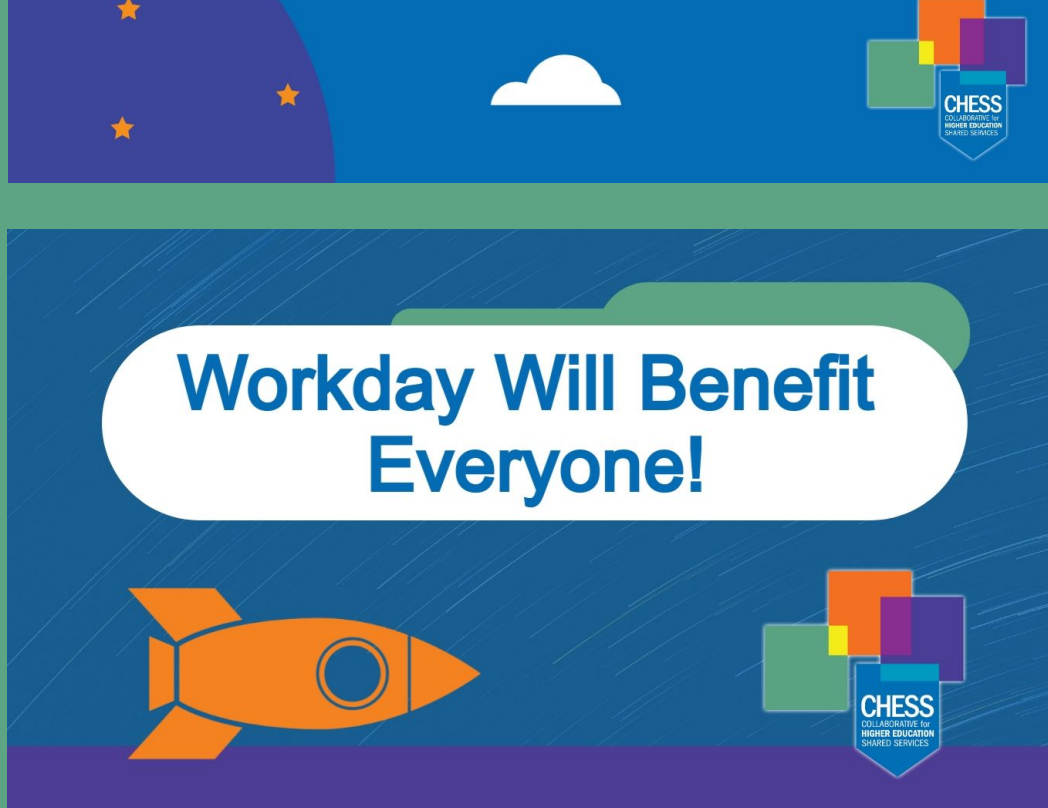
Workday Training Report



Workday training is getting ready to launch. The Training Team will provide training to all employees at all CHESS colleges. Be on the lookout for **Mission: Ready, Set, Go!** with short, informative videos that will introduce you to the system, the lingo, and your role as we prepare to go live with training. The first two videos are below, and we will continue to share new videos to prepare you for your Workday Training experience.



For more, contact your college's Training Team member or CHESS Talent Training & Development Officer Trish Heaton at trish.heaton@chess.edu.



What Your Coworkers are Saying About Workday:



Self-populates as you go.
No PDF signatures needed now!



Makes more sense to be aligned in each area.



Streamlining processes across schools is an incredible advantage.

CHESS Superstars

Superstars are members of the Workday ERP Implementation Team who are recognized based on CHESS Values: Collaboration, Honesty, Equity, Sustainability, and Student Success.

Overall Stars

- Lisa Archuleta (CNM)
- Eliza Bustos (CNM)
- Bennie Cruz (CNM)
- Jenny Frame (CNM)
- Catherine Leyba (CHESS)
- Joyce Lucero (CNM)
- Cheryl Maturino (CNM)
- Andrea Telford (CNM)
- Matt Wright (CNM)

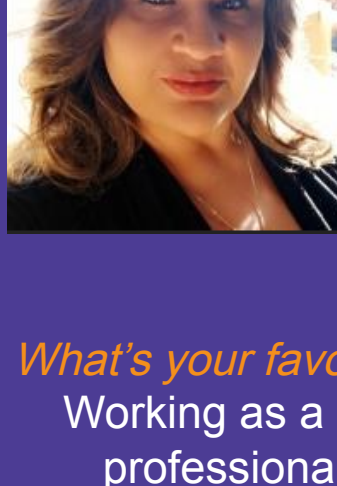
Collaboration Stars

- Rachel Page (CCC)
- Diana Roembach (SFCC)



Meet the Implementation Team Members

Rachel Page



What's your job at CCC?

I am the IT/Operations Office Coordinator. My job is overseeing the daily functions of our help desk and providing administrative and clerical support to the IT, Security, and Physical Plant departments.

What's your role on the ERP Implementation?

I'm the Co-Coordinator for the Training Team.

What's your favorite part of working on Mission: All Together 2025?

Working as a team with creative and dedicated educational professionals!

What's a fun fact about you?

I've had my driver's license since I was 15, but I didn't get my first traffic ticket till I was 49 years old. I find that impressive!

Workday Project Update



The Implementation Team has accomplished an amazing feat: they have achieved 93% completion in End-to-End Testing, where they have had first-hand experience in Workday making sure the data and configurations are working. The Payroll Parallel Testing continues, as colleges wrap up Cycle 1, significantly exceeding the 90% threshold, and are already starting Cycle 2.



The Change Management Team is conducting User Readiness Reviews. Each Wave 1 college has selected a five-member team of users who have not yet participated in the implementation to meet in Albuquerque on Oct. 17-18 for a sneak peek of the Workday system and to test drive the Training Tip Sheets. Thank you to all those assisting in this process.



CHESS continues the pre-pre-planning process for the Student Information System Wave 1 implementation. CHESS, the CHESS Board, and CampusWorks and Workday teams are developing goals, timelines, and strategies for personnel and other assets as we move into Student Information System Pre-Planning next month.



Cutover Planning continues as we work through exact timelines and processes for when to cut off hiring, expenditures, and other processes in anticipation of go-live. Conversations also abound regarding legacy (Banner) artifact documentation and processes.

What's Happening?

Ongoing	Cutover Planning	Cutover includes everything we must consider to stop using the current system (e.g. Banner) and start using the new system (Workday).
Sept.-Oct. '22	Parallel Payroll Testing	Testing all payroll processes in legacy systems and Workday to ensure everyone will be paid correctly and on time starting in Jan.
Oct. 17-18	User Readiness Reviews	Select individuals view and interact with Workday while testing/providing feedback on training material drafts.
Oct. 19	Change Agent Meeting	A focus on Workday, Time Tracking and Payroll.
Oct. 26	Coffee with Kathy	Informal chat/Q&A with CHESS CEO, Kathy Ulibarri, open to all.
Nov. 4	Gold Build Tenant	Begin the final tenant build for the Workday ERP implementation.
Nov. '22-Jan. '23	Employee Training	Launch role-based training to all employees to ensure each person has a successful experience.
Dec. 15	Move to Production	Data and processes will move from where they now live to their new home in Workday.
Dec. 17	Go-Live	Workday goes live for all employees so everyone's ready to use Workday after winter break.
Dec. 18-Jan. '23	Stabilization Stage	Ensures any bumps from the transition are smoothed out as quickly as possible.
Jan. '23	Go-Live Celebration	Celebrating all the hard work of our employees.

Dawn Lewis - New CHESS Project Manager

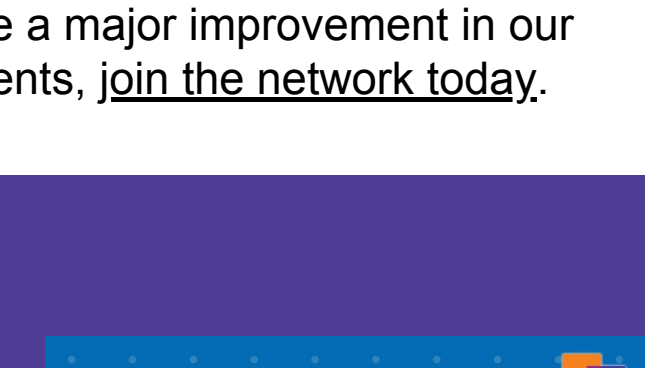
When Ohio native Dawn Lewis' family was transplanted to Arizona, she chose to attend college in Flagstaff. She then moved to New Mexico to work at Los Alamos National Laboratories. During her time at LANL, she gained experience in information technology and information management in support of the Radiation Protection Division. After leaving LANL, she moved into IT and project management. She then earned Project Management Professional certification and began work in healthcare at St. Vincent Regional Medical Center, Beckton Dickenson, and Teladoc.



Dawn lives in Nambe with her youngest son and four dogs. Her eldest son is currently attending University of Oregon. She is a rabid Cleveland Browns (Woof, Woof) and Cleveland Guardians fan. She also loves cooking, entertaining, and hiking with her German Shepard.

Change Agents Meet Oct. 19 - 11 a.m.

The Change Agent network of faculty and staff are ambassadors for the implementation of Workday in Human Resources, Finance, and Payroll. The Change Agents will meet on Wed., Oct. 19 at 11 a.m. The agenda will focus on Time Tracking and Payroll.

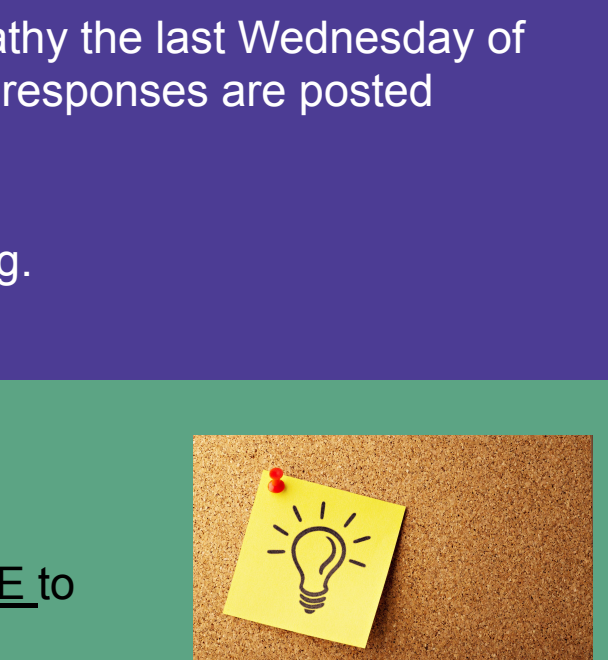


To attend and learn how to support your coworkers and keep them informed on how this transition will be a major improvement in our business processes and for our students, [join the network today](#).

Coffee with Kathy

Wed., Oct. 26, 10 a.m.

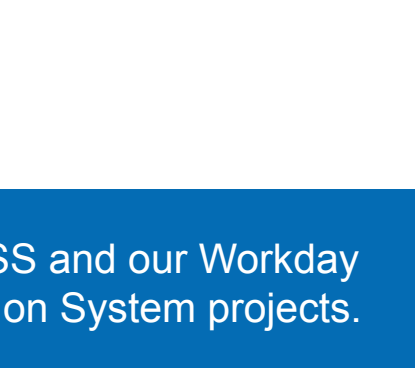
Join CHESS Chief Executive Officer Kathy Ulibarri for an informal conversation about the Workday implementation. Ask questions. Share concerns. Make suggestions. BYOC (this is a virtual event, so don't forget to bring your own coffee). Mark your calendars for Coffee with Kathy the last Wednesday of every month at 10 a.m. Feedback and responses are posted on chess.edu.



Click [HERE](#) to attend the zoom meeting.

Feedback Welcome

Fill out the online feedback form [HERE](#) to let us know how you think it's going.



Contact Us:

Laura J. Mulry, Communications Officer

laura.mulry@chess.edu

Daphne Welp, Communications Specialist

daphne.welp@chess.edu

The *CHESS Connection* provides news about CHESS and our Workday Enterprise Resource Planning and Student Information System projects. Please share.

CHESS, the Collaborative for Higher Education Shared Services, is a nonprofit comprised of member colleges that employ a unique approach to transform the student experience and streamline administrative operations through state-of-the-art technologies. *Mission: All Together 2025* is the CHESS initiative to launch Workday, a cloud-based software that will consolidate Finance, Payroll, and Human Resources into a central system. Visit, [Mission: All Together 2025](#).