



The Training Team Answers Your Questions



When will Wave 1 Workday ERP training be available? Please note dates are approximate and may change.

- Week of Nov. 14: Training begins for employees in Human Resources, Finance, and Payroll.
- Beginning Dec. 1: Training begins for all employees and managers.
- January 2023 and beyond: Training for all employees will continue to be available in multiple formats.



How long will training take?

- All employees will only need to complete a 30-minute session.
- The amount of time to complete training depends on your role(s) – the more roles you have, the more training you will receive.



- Training is offered in a “stackable” format where, for example, those in a manager role will add, or stack, an additional 30-minute session(s).

- For those with multiple roles and duties, training may require up to five hours of additional time.



How will employees interact with training? What formats will be available?

- Training will be provided in live, virtual sessions, through online learning modules, and with helpful tip sheets.
- Instructor-led training will be recorded and made available for those who are unable to attend the live sessions.



Why is training not available sooner?

- Training materials are currently being developed. Once developed, each training module is then reviewed to ensure accuracy based on Workday configurations.
- Training is provided close to go-live because it's easier to remember the training the closer it occurs to go-live when you will actually be using the new system.

When will registration for training begin?

- You can register for virtual, live sessions in November, when the schedule of training courses becomes available.

For more information about Workday Training, contact Trish Heaton, CHES Talent Training & Development Officer, trish.heaton@ches.edu

CHES Superstars

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

Collaboration:

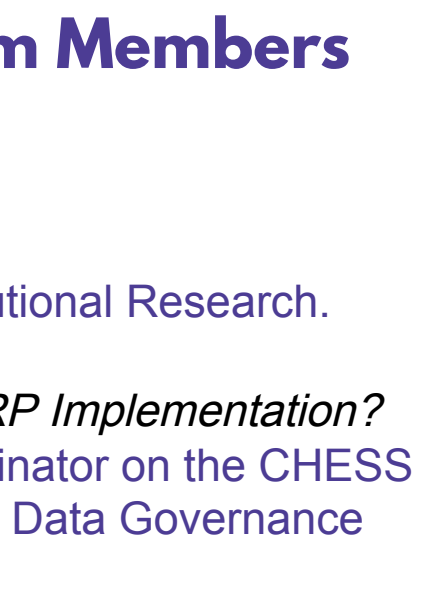
- Chris Grant (CNM)
- Andrew Jacobson (CNM)
- Bryan Maestas (NNMC)
- Melissa Martinez (SFCC)
- Marcos Mendiola (CNM)
- Loretta Montoya (CNM)
- Ann Trabauda (CNM)
- Daphne Welp (CHES)

Honesty:

- Zac Shank (CNM)

Overall:

- Bill Bascus (Workday)



Meet the Implementation Team Members

Barb Griego



What's your job at SFCC?

I'm the Director of Institutional Research.

What's your role on the ERP Implementation?

I serve as the Co-Coordinator on the CHES Reporting Team and the Data Governance Team.

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

I enjoy collaborating with colleagues across the colleges as we design the future of our new Workday ERP and a shared services model.

What's a fun fact about you?

I have two amazing and adorable Aussiedoodle pups 😊

Chris Grant



What's your job at CNM?

I'm the Senior Financial Analyst and Audit Coordinator.

What's your role on the ERP Implementation?

I'm the Team Coordinator for the Endowments Team, and also a member of the Banking, Settlement & Expenses Team and the FDM/Accounting Team.

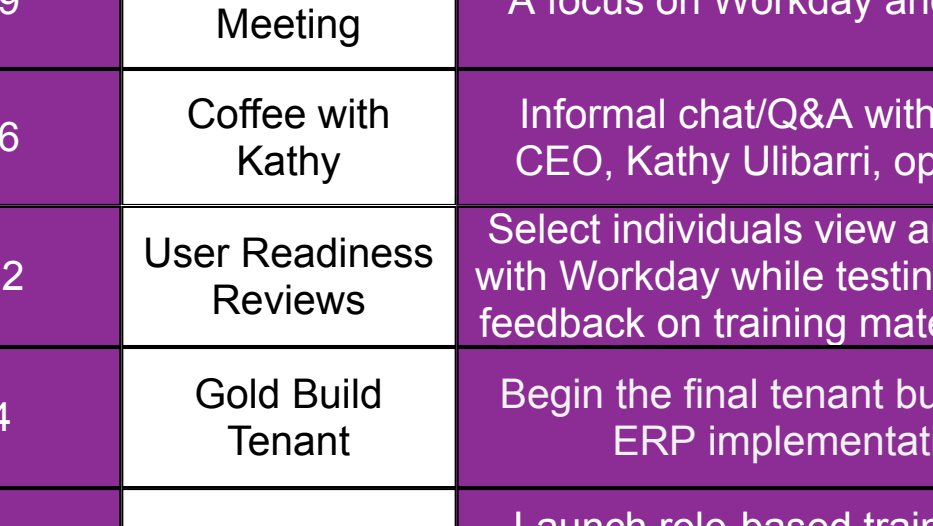
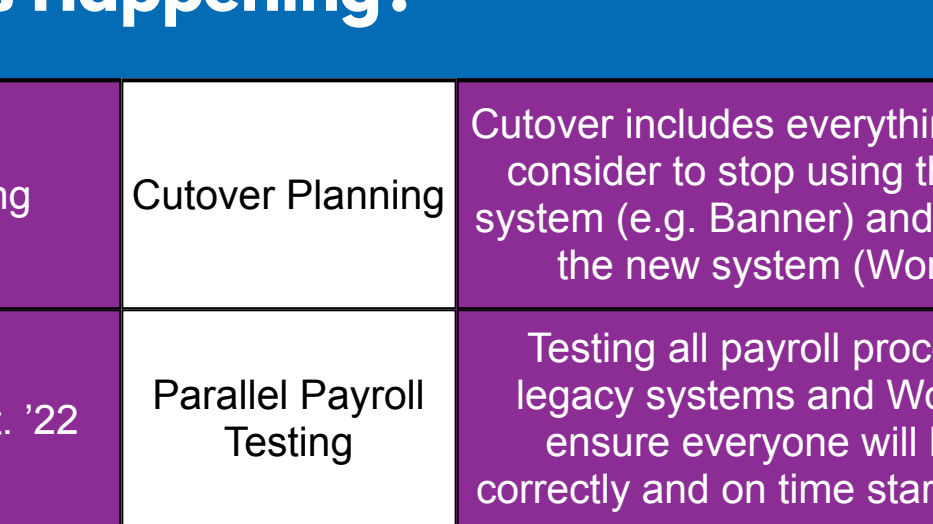
What's your favorite part of working on Mission: All Together 2025?

My favorite part is getting to know and work with staff from the other colleges.

What's a fun fact about you?

I compete in Strongman and Powerlifting.

Check Out These Short, Informative Videos



Workday Project News

Your colleagues on the Workday Implementation Team are conducting what is known in Workday as end-to-end testing. They are validating data and making sure the business processes are working across the platform. Major congratulations to the cross-college teams for having achieved 92% complete alignment of their processes. This is a huge accomplishment.

Cutover Planning continues as the teams work through exact timelines and processes for when to cut off hiring, expenditures, and other transactions in anticipation of going live on Dec. 17.

CHES has begun the process of pre-pre-planning for implementation of the Student Information System platform for Wave 1 colleges (CNM, CCC, NNMC, SFCC).

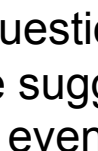
What Your Coworkers are Saying About Workday:



Excited about the features!
Well organized, automated system.



A better experience for our employees.



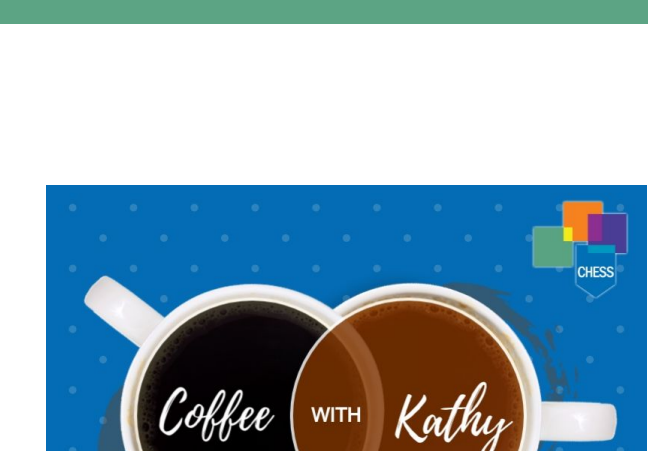
Easy access to org charts.
Flexible with potential for growth.

What's Happening?

Ongoing	Cutover Planning	Cutover includes everything we must consider to stop using the legacy 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. 19	Change Agent Meeting	A focus on Workday and Payroll.
Oct. 26	Coffee with Kathy	Informal chat/Q&A with CHES CEO, Kathy Ulibarri, open to all.
Oct. '22	User Readiness Reviews	Select individuals view and interact with Workday while testing/providing feedback on training material drafts.
Nov. 4	Gold Build Tenant	Begin the final build for the 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 various places to their new home in our version of Workday.
Dec. 17	Go-Live	Workday goes live for all employees for use 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.

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



Coffee with Kathy

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

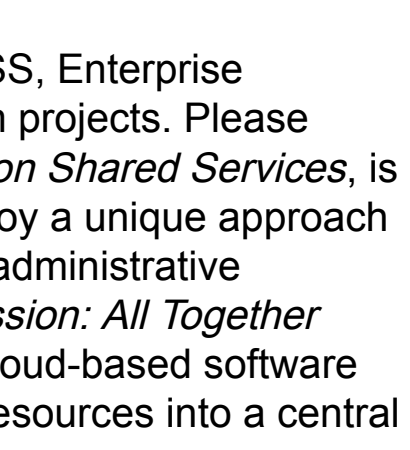
Join CHES Chief Executive Officer Kathy Ulibarri for an informal conversation about the Workday implementation. Ask questions. Share concerns. Make suggestions. BYOC (this is a virtual event, so don't forget to bring your own coffee). Mark your calendars for Coffee with Kathy the last Wednesday of every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

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The CHES Connection provides news about CHES, Enterprise Resource Planning, and Student Information System projects. Please share. CHES, 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 CHES 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](#).