

Happy Holidays from CHESS

As we reflect on the past year, we are grateful for your continued support and collaboration.

May this holiday season bring you joy, peace, and time to celebrate with loved ones. Here's to a bright and successful year ahead!

Happy Holidays and Best Wishes for the New Year!

Sincerely,
The CHESS Team

A Special Message from Dr. Shaun McAlmont, CHESS CEO

Closing Out the Year with Gratitude and Momentum

Dear CHESS Member College Employees,

As we close out the year, I want to extend my heartfelt appreciation to the members of our collaborative of colleges. Whether your role directly connects to our shared systems projects or you contribute through countless other essential responsibilities, your work strengthens our collective mission and moves us forward as a unified organization.

In the six months I've been with CHESS, I've been inspired by your dedication, the depth of your expertise, and your unwavering commitment to serving students and one another. The long-term impact of our collaboration won't be defined by a single system launch or milestone. Instead, it will be felt in the everyday experience of cleaner data, seamless processes, modern tools, and more time available to focus on student success. The foundation you are helping build will benefit learners, faculty, and staff across New Mexico for many years to come.

As we look ahead to the new year, we remain focused on strengthening collaboration across colleges, advancing our shared priorities, and continuing to modernize the systems that support the communities we serve. I encourage you to take time to rest and recharge, and I look forward to returning together, with renewed purpose, to continue this important work.

With appreciation,
Dr. Shaun McAlmont
CHESS Chief Executive Officer

Congratulations to Our Newest CHESS Superstar!

AMANDA LAMB RUPE
CHESS

Amanda's nomination came from Henry Killackey, CHESS. Henry wrote:

I would like to nominate Amanda Lamb Rupe for the CHESS Superstar – Collaboration award for her contributions to the Customer Confirmation Sessions (CCS) for our upcoming CHESS event. Amanda has facilitated multiple meetings for our functional workstreams to ensure effective preparation of the delivery of CCS in January. She has provided a space for teams to thoughtfully plan and practice CCS. This requires a lot of communication and coordination. As a result of Amanda's work, there have been numerous compliments made about the preparedness of the functional workstreams for these upcoming presentations.

CHESS Superstars are individuals on project implementation teams, member college employees, or CHESS employees, who are recognized based on the CHESS Values of Collaboration, Honesty, Equity, Sustainability, and Student Success.

Advancing Our Journey with Workday Student in 2026!

An Exciting Year of Progress and Transformation is Ahead!

The Workday Student project is entering a major milestone year in 2026, and we're excited to share what's coming. Whether you are directly involved with the project or simply curious about how this change will impact students and staff across our colleges, here's a look at what's ahead.

January 2026: Kicking Off with Customer Confirmation Sessions (CCS)
Right after Winter Break ends, colleges will dive into the Customer Confirmation Sessions, the very first week back to work. During these important sessions, implementation teams will review Workday Student features and validate designs for two days testing. Then, the following three days will focus on an End-to-End stringent kickoff. Testing will continue into the summer and is a critical step to ensure Workday Student supports real campus workflows.

Summer 2026: User Readiness Review
Summer is all about preparing our people—not just building our new technology. Employees will begin previewing processes, exploring early training materials, and offering feedback. This ensures the system and our community move forward together with confidence.

Fall 2026: First Move to Production
A major milestone! Recruiting and Admissions teams will begin using Workday Student to serve prospective students. Colleges will also start building academic schedules and catalogs for the 2027–2028 year directly in Workday.

Throughout 2026, CHESS and the Workday Student implementation team Members remain committed to a smooth, well-supported transition. Thank you for your continued dedication and patience as we build a modern, student-centered future all together.

Welcome to the CHESS Team!

We're thrilled to welcome **Jeffrey Kloeber** to CHESS as the new Testing Coordinator in the CHESS Project Management Office. Jeff will be coordinating testing within the Workday SIS Project, so we are ready for go-live. Please join us in giving Jeff a warm and enthusiastic welcome to the CHESS team!

Get Your W-2s to File Your Taxes Faster!

Sign up for Electronic W-2s!

Here's how:

- Log into Workday
- Type "My Tax Documents" in the Search Bar.
- Select "My Tax Documents" from the Workday Assistant and review the current selections and make any adjustments as appropriate.

Contact the HR Department at your college if you have questions.

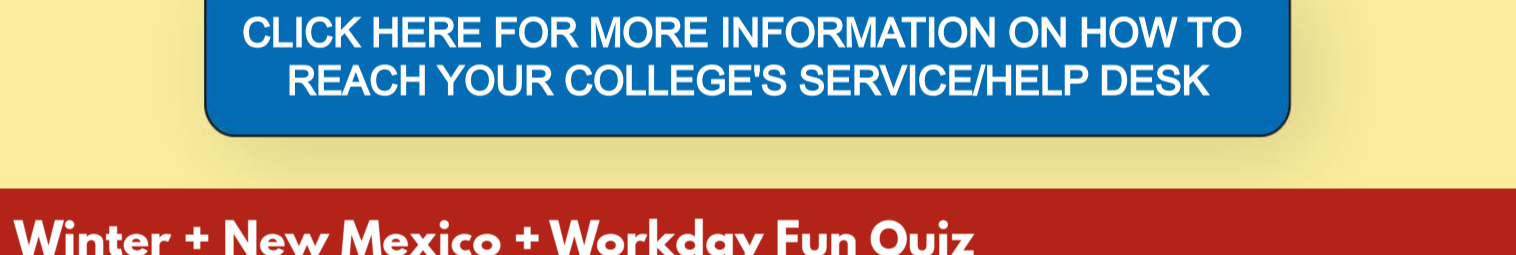
It's Time to Verify!

IT'S TIME TO... **Verify!**

It's time to verify that your address and SSN are correct in Workday.

ATTENTION ALL COLLEGE EMPLOYEES WHO CURRENTLY HAVE ACCESS TO WORKDAY:
CHESS Payroll will need you to complete the following steps by December 20th, 2025

- Step 1:** Log into Workday and click on your Profile icon in the top right corner and click on "View Profile" located beneath your name.
- Step 2:** Select "Contact" (located in your Summary) and review your Home Contact Information for accuracy. If any updates are needed, the [Update Personal Information Tip Sheet](#) provides instructions.
- Step 3:** Next, select "Personal" (located in your Summary) and then click the "IDS" tab (on top of page), then click on the "Verify National ID" button. This will ask you to enter your Social Security Number (SSN). Once it has confirmed your entry matches that on record, you will receive a message that "You have successfully verified your Social Security Number (SSN)". It will look like this:



Note: If the SSN does not match what is currently in Workday, you will be notified and have 4 more attempts to enter the number correctly. If you feel you have entered the number correctly, please reach out to your college's HR Office for further assistance.

You will be asked to review these key pieces of information every six months so that all reporting and W2 information is processed as smoothly as possible.

Please submit a service request through your college's help/service desk if you have any questions.

[CLICK HERE FOR MORE INFORMATION ON HOW TO REACH YOUR COLLEGE'S SERVICE/HELP DESK](#)

Winter + New Mexico + Workday Fun Quiz

Multiple Choice — 12 Questions

- What is the shortest day of the year called?
A. The Big Snooze
B. Winter Solstice
C. Sunlight Appreciation Day
D. The Day Your Cat Wakes You Up Anyway
- What New Mexican holiday tradition uses paper bags, sand, and candles?
A. Desert Lantern Olympics
B. Luminarias/Farolitos
C. Glow-in-the-Dark Piñata Prep
D. The Annual Candle Chase
- Which spicy ingredient shows up in holiday dishes across New Mexico?
A. Unicorn Dust
B. Red or Green Chile
C. Dragon Tears Salsa
D. Snowflake Sprinkles
- Which New Mexico city hosts the "River of Lights"?
A. Albuquerque
B. Las Lunaria Lagunas
C. Truth or Consequences
D. The North Pole Annex
- What winter food is traditionally made in New Mexico with family?
A. Snowburgers
B. Tamales
C. Frozen Burrito Pops
D. Chile-Flavored Marshmallows
- Which national park looks snowy year-round because of its white dunes?
A. The Great Sand Snowcap
B. White Sands National Park
C. The Big Litter Box
D. Frosty's Summer Home
- What is the name of the New Mexico college consortium implementing Workday Student?
A. CHESS
B. CHEESE
C. C.H.E.S.S.T.E.R.
D. The Workday Wizards Union
- Which mascot pops up in newsletters and project updates?
A. The Workday Walrus
B. Chesster the Squirrel
C. Señor Spreadsheet
D. Binary Bob
- What does Workday call the periods of structured project work?
A. Worksheets
B. Worksh-Worksh Chunks
C. Time Blobs
D. Productivity Pancakes
- What will "Find Courses" help students do in Workday?
A. Search for classes and build schedules
B. Locate that one class taught entirely by cats
C. Track down missing socks
D. Reserve a table at the cafeteria
- What is the term for the moment the system becomes available to students and staff?
A. Work-Daylight Savings
B. Go-Live
C. System Sunrise
D. The Great Login Festival
- Which constellation is best known in winter skies?
A. Orion
B. The Big Spicy Chile
C. Piñata Major
D. Llama Minor

The answer key is at the bottom of this issue...

Empower Change. Shape the Future. Become a Workday Student Change Agent!

Workday Student is transforming how we manage student information, streamline processes, and support success across campus. To make this transformation a success, we need dedicated change agents—member college employees who care deeply about making a positive impact and helping their colleagues adapt and thrive in this new environment.

Change agents play a vital role in connecting people, information, and innovation at each member college. They listen, share updates, answer questions, and help their departments understand what's changing and why. Most importantly, they ensure that everyone feels supported and confident as we transition to Workday Student.

Why become a Change Agent?

- Be among the first to learn about new processes and tools in Workday Student.
- Influence how your department adopts and benefits from the new system.
- Strengthen teamwork and enhance campus-wide collaboration.
- Build valuable leadership, communication, and project collaboration skills.
- Make a lasting difference by helping your peers embrace new ways of working.

Your involvement matters.

By becoming a change agent, you'll help us move forward together—bridging the gap between the technical rollout and the people who use Workday every day. With your insight and influence, the Workday Student implementation will be smoother, faster, and more successful for everyone.

Become a change agent to help lead the way to a more connected and efficient campus experience!

[Click Here for the Mission Change Agent Volunteer Application](#)

CHESS CHAT Returns in February 2026

CHESS CHAT will not be taking place in January 2026, and will return on February 4th, 2026.

Enjoy your holiday break and we'll see you in the new year!

Quick Access to the Technology Support Hub

The **Technology Support Hub** is located within the Member Hub on the CHESS website. The pull-down menus will quickly get you to the right information. Use the buttons below to get the information you need most!

SERVICE REQUEST HUB

- Create a New Service Request Ticket
- Follow Up on a Service Request

TENANT INFORMATION HUB

- Top Reports by Functional Area
- Reporting Tips & Tricks

REPORTING HUB

Your Feedback Is Important!

We want to hear from you—yes, you!

Whether you've got brilliant ideas, helpful suggestions, or just want to give CHESTER the Squirrel a virtual high-five, this is your chance to speak up. Your feedback helps us make CHESS even better for everyone. So go nuts and drop us a line—CHESTER'S all ears (and tail)!

[CLICK HERE TO LEAVE FEEDBACK](#)

Fun Quiz Answer Key

1–B, 2–B, 3–B, 4–A, 5–B, 6–B, 7–A, 8–B, 9–A, 10–A, 11–B, 12–A

Contact CHESS

Do you have any questions? Do you have suggestions for new stories?

CONTACT:
Karen Grandinetti
CHESS Communications
karen.grandinetti@chess.edu

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

CHESS, the Collaborative for Higher Education Shared Services, is a nonprofit comprised of member colleges that employs a unique approach to transform the student experience and streamline administrative operations through state-of-the-art technologies. Mission: All Together is the CHESS initiative to launch Workday.