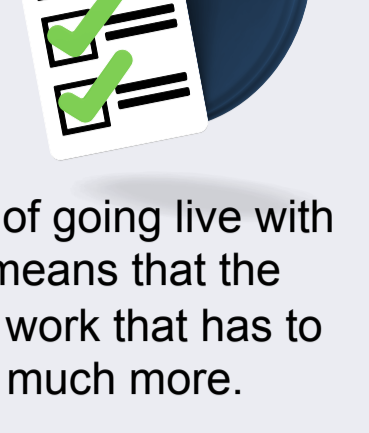




What's Happening?

End-to-End Testing is well underway, and final preparations for parallel payroll testing are being made. This means that the implementation teams are neck deep in checklists and processes and data and all-day Zoom meetings.



This week also begins the process of analyzing all those "other" steps that have to be completed as part of going live with a new system. This process is called "Cutover." This means that the teams are cataloging all of the systems impacted, the work that has to be stopped in one system and started in another, and much more.

As we approach "go live" in December, there will come a time in November when the team will make a copy of the legacy system (Jenzabar and Colleague) to load all of the current employees and business transactions into the new Workday system. After that copy is made, any new transactions (hires, terminations, requisitions, invoices, etc.) must be recorded in BOTH systems.

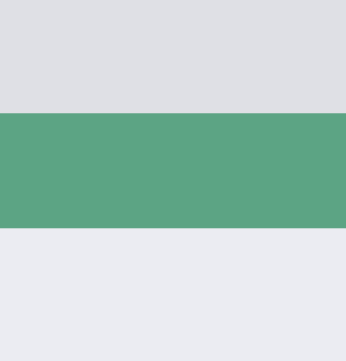
What can you do to help? Plan ahead! If you know that you are going to be hiring new adjunct faculty (or other employees) for the spring term, begin efforts now to identify those individuals so that all of that data can be loaded into the legacy system and make it into the copy in November. Know you're going to need new chalk and markers to teach those classes? Get those orders made now so they arrive well ahead of that data copy date. There are many ways we can plan ahead to order and receive goods to reduce the number of things that must be dual-recorded later. As always, treats are always appreciated! As are smiles and waves.

What's Happening with Workday Student?

CHESS is pleased to announce that we have signed the Workday Student Change Order that formally establishes the revised Workday Student Plan to include all six member institutions in a revised full go-live in 2027. This is an exciting time for CHESS and our Workday project as we have the opportunity to include the invaluable input of all six member institutions in this groundbreaking work to create this transformational Student platform.

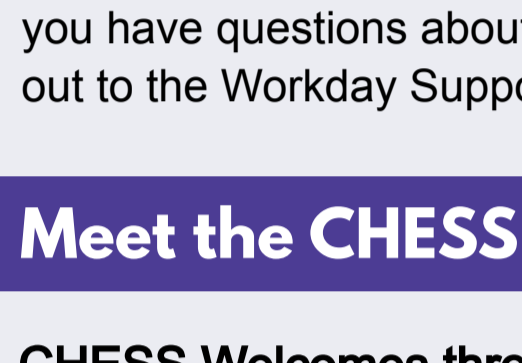
The CHESS Project Management Office is working with the Workday Engagement Office to finalize this new timeline and adjustments are being rolled out. The Workday Student Staffing Team is reconvening to identify team members from Luna Community College, Northern New Mexico College, and San Juan College to join the efforts underway with Central New Mexico Community College, Clovis Community College, and Santa Fe Community College. Please be on the lookout for opportunities to join this work soon!

It is our desire to continue to be transparent throughout this process, and we will continue to provide updates as they are available in the coming days and weeks. Thank you all for your continued dedication to our CHESS Colleges, our communities, and most importantly – the success of our students.



Did You Know?

The Workday Release 2023R2 Was a Success!



The Workday Feature Release 2023R2 was successfully implemented on September 9th. Thank you to all the CHESS and college staff members that participated in the testing teams! It was a large effort that was truly collaborative! If you have questions about the bi-annual Workday releases, please reach out to the Workday Support Manager at mchavezkerr@chess.edu.

Meet the CHESS and Workday Team

CHESS Welcomes three new Employees to our Team!



Corey Childress
CHESS Senior Program Manager

With a wealth of project management experience, Corey will oversee the CHESS Program Management Office, providing guidance for all CHESS-related projects.



Debbie DesJardins
CHESS Project Manager

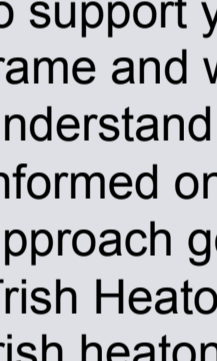
Debbie comes to CHESS with experience in higher education and our shared services projects. Among other projects, she will be part of the CHESS Workday SIS project team.



Karen Grandinetti
CHESS Communications Specialist

Karen has many years of marketing and publications experience and is bringing all that talent to CHESS! Look for future CHESS Connections and other communications and media to feature her creative flair.

Training Corner

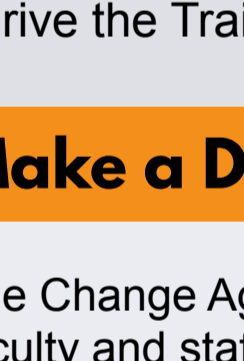


Workday Training Update - How Will We Train?

As the Training development continues, here are a couple of nuggets that might be helpful to answer your key questions. Training will be available through various methods, including in-depth training sessions, instructional text within Workday, and on-demand tip sheets. While the training commitment will vary based on your role and future level of interaction with Workday, all employees and managers should expect to attend one 1-hour training session prior to winter break. For employees with an HR, Finance, Payroll or Support role, more training will be available to support you. Training will begin in the mid-November time frame and will continue into January after go-live. We understand that this is a big shift. We will continue to keep you informed on training, including registration and resources as we approach go-live in December. For more information, contact Trish Heaton, CHESS Talent Training and Development Officer, trish.heaton@chess.edu.

You can find a comprehensive Workday Glossary of Terms at chess.edu/glossary/.

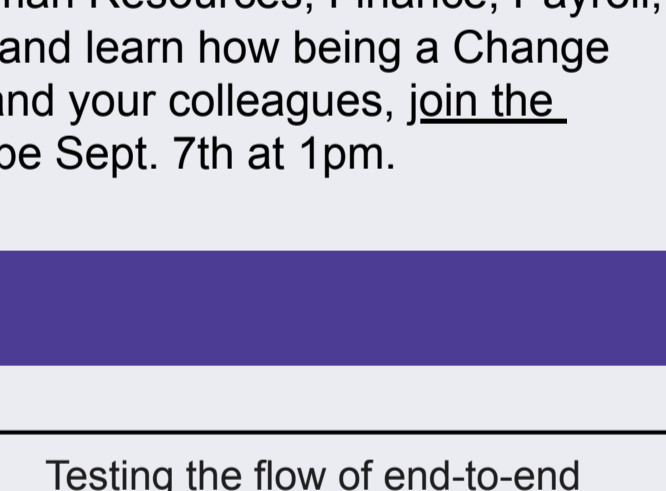
User Readiness Review is Coming Soon



The Change Management Team is conducting User Readiness Reviews. Each college has selected a small team of users who have not yet participated in the implementation to meet at Santa Fe Community College on October 10th and 11th for a sneak peek of the Workday system and to test drive the Training Tip Sheets.

Make a Difference – Be a Change Agent

The Change Agent network of faculty and staff are ambassadors for the Workday project, keeping everyone informed about implementing the new technology. There are four upcoming Change Agent meetings before go-live. We'll focus on how the new platform will impact employees in Human Resources, Finance, Payroll, and Training. To attend the meetings and learn how being a Change Agent connects you with the project and your colleagues, [join the network today](#). Our next meeting will be Sept. 7th at 1pm.



What's Happening?

Sept. 5 - Oct. 13, 2023*	End-to-End Testing	Testing the flow of end-to-end processes supported by Workday to validate data, functionality, usability, and security
Oct. 5, 2023 1:00pm	Change Agent Meeting #4	An opportunity for employees to get a sneak peek of the Workday system. This session will focus on Workday Payroll system.
Oct. 10 - 11, 2023	User Readiness Review	Select individuals view and interact with Workday while testing/providing feedback on training material drafts.
Sept. 18 - Oct. 27, 2023*	Payroll Parallel Testing	Testing all payroll processes in legacy systems and Workday to ensure everyone will be paid correctly and on time starting in Jan.
Nov. 2023-Jan. 2024	Employee Training	Launch role-based training to all employees to ensure each person has a successful experience.
Nov. 3 - Dec. 8, 2023	Move to Production	Data and processes will move from various places to their new home in our version of Workday.
Dec. 18, 2023	Go-Live	Workday goes live for all employees for use after winter break.
Dec. 2023 - Feb. 2024	Stabilization Stage	Ensures any bumps from the transition are smoothed out as quickly as possible.
Jan. 2024	Go-Live Celebration	Celebrate all the hard work of our employees. More information to come as the date gets closer.



Collaborative for Higher Education Shared Services (CHESS) and Wave 2 ERP

Questions? Concerns? Suggestions?

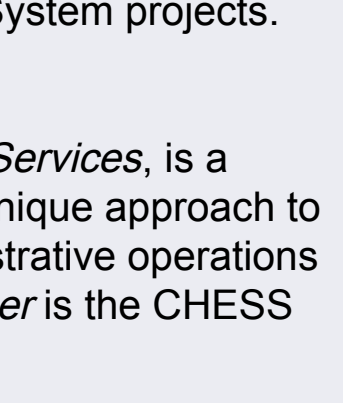
Join an informal chat with CHESS CEO, Kathy Ulbarri.

Tuesday, October 24th at 10:00am.

[Click here to join.](#)

Feedback

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



Contact CHESS

Mindy Watson, CHESS Strategic Change Officer
mindy.watson@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* is the CHESS initiative to launch Workday.