## Change Network Roundtable

**November 17, 2016**

<table>
<thead>
<tr>
<th>Today</th>
<th>Next Change Network Roundtable</th>
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<tbody>
<tr>
<td>3:00-4:00 pm</td>
<td>Thursday, December 8, 2016 3:00-4:00 pm</td>
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<tr>
<td>Kissam Multi-Purpose Room, C210</td>
<td>Kissam Multi-Purpose Room, C210</td>
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Agenda

- 3:00-3:05 – Welcome
- 3:05-3:10 – SkyVU Project Updates
- 3:10-3:20 – SkyVU Training Update: Demo of In-App Training
  Amanda Roberts, SkyVU Training Lead
- 3:20-3:45 – SkyVU Finance Wins
- 3:45-3:55 – Review of last month’s “Dealing with Change” worksheet
- 3:55-4:00 – Questions
Change Network Shout-Outs!
Project Updates
Project Updates

Core Oracle Cloud Functionality & Business Processes

- Second configuration testing progressing well (10/31–11/18)
  - Data Conversion/Validation
  - Future testing: SIT, Payroll Parallel, UAT
- Business Partner Engagement: Working Sessions & Change Dialogues
- Workgroups continuing examining implementation strategies for various business needs

New Work Streams Kicked Off

- Effort reporting solution
- Endowment Accounting (Oracle Cloud + FunDriver)
- Planning & Budgeting Cloud Services (Oracle Cloud)
- eMarketplace (Vinimaya Aquiire)
Upcoming Event

SkyVU Flight Check-In - Topical-Based Roadshows

Business Process Changes
DETAILS WITH SUBJECT MATTER EXPERTS

• **Nov. 18:** Chart of Accounts & Org Structure
  - 10 a.m., Commons Multi-Purpose Room & livestream

• Others coming (TBD)
SkyVU project blog introduced July 25, 2016 via MyVU posting. First article is general welcome and project overview. Follow-up articles will have substantive content and personality profiles of leaders involved in SkyVU project.

SkyVU Communication Updates
https://www.vanderbilt.edu/skyvu/

- Blog Post #7: HCM Wins & Updates
- MyVU article: Flight Check-In
- MyVU article: Town Hall
- Blog Post #8: Town Hall recap
- Communications → Recorded Presentations
  - Town Hall
- Change Network → Change Agents
  - Change Agent webinar (11/16)
SkyVU Training Update: In-App Training Demo

Amanda Roberts
Simulation: Oracle University Guided Learning Solution

Receiving Your Paycheck
How to Enter or Update Your Payment Methods
SkyVU Project: Finance Wins

Josh Vincent
Finance Change Impacts

Keeping it General via Sub-ledgers

- General Ledger

Cost Centers

New COA

- Entity 123
- Net Asset Class 45
- Dept. 67890
- Acct. # 1234
- Program 567
- Activity 890

Optional Fields

Mandatory Fields

General Ledger

Updated manually or in batch overnight

Corrections?
Finance Change Impacts

Asset Management

Depreciation will be charged to specified financial units

- **Financial Unit Level**: Charged based on *ownership* of the asset rather than charged at the school/divisional level
- **Increased visibility** into asset costs and related depreciation
## Finance Change Impacts

### Suppliers

- Dedicated supplier portal

- Suppliers will be able to receive purchase orders and post invoices

- ** Expedite** the procure-to-pay process; reduces order-to-delivery times

- Enables suppliers to track progress of requested payments
Finance Change Impacts

Grants Using sub-ledgers

- System-generated **project numbers** will be reported in the sub-ledger, instead of the general ledger

- Sub-ledger **expenditure types** for each project will map to the general ledger accounts

- Increased reporting capabilities
Finance Change Impacts

Procurement

Added functionality

- Vinimaya **acquire** will replace the existing eProcurement / eCatalog system

- **Change orders** can be initiated from the requisition

- **3-way Match**: Ability to "**receive**" items and acknowledge receipt of certain goods and services  (note: this will only be required on certain types of transactions)
Finance Change Impacts

Oracle replaces Concur Expense

- **Mobile device Support**: create and approve expense reports

- Approve/Reject expense reports directly from system-generated email, which will include all relevant expense details

- **Approvals** for expense reports will focus on financial unit owners rather than HR approvals used today

- Travelers will continue to book travel using the existing Concur Travel system
Oracle Expenses Functionality
## Comparative Analysis:

<table>
<thead>
<tr>
<th>Comparative Topic</th>
<th>Oracle</th>
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<tbody>
<tr>
<td>Mobile Functionality</td>
<td>✓ +</td>
</tr>
<tr>
<td>Import One-Card Transactions</td>
<td>✓</td>
</tr>
<tr>
<td>Expense Allocation</td>
<td>✓</td>
</tr>
<tr>
<td>Mileage Calculations</td>
<td>✓ -</td>
</tr>
<tr>
<td>Group Meals</td>
<td>✓ -</td>
</tr>
<tr>
<td>Managing Receipts</td>
<td>✓ +</td>
</tr>
<tr>
<td>Approvals</td>
<td>✓ +</td>
</tr>
<tr>
<td>Personal Expenses</td>
<td>✓</td>
</tr>
<tr>
<td>Integrations &amp; Modifications</td>
<td>✓ +</td>
</tr>
<tr>
<td>Per Diem (Vanderbilt or GSA)</td>
<td>✓ -</td>
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Oracle Expense functionality is comparable to Concur

### Participants

- **Lynn Davies**
  - Peabody Research
- **Marie Sims**
  - Vanderbilt Brain Institute
- **Chelsie Whitelock**
  - Academic & Strategic Affairs
- **Sarah Bethke**
  - Blair School of Music
- **Allison Avalon**
  - Peabody, Teaching & Learning
- **Christen Harper**
  - History Department
- **Maureen Casey**
  - Mass Spectrometry
- **Connie Huebschman**
  - SOM Administration
- **Tiffany Gregory**
  - Finance
- **Matthew Seckman**
  - Finance
- **Keith Cribbs**
  - Finance
- **Tony Grayson**
  - Finance
- **Rebecca Overton**
  - Huron Consulting
Involvement in Stages of Change

In which stage of change are you now? (Denial, anger, bargaining, sadness, acceptance) Your team?

These feelings are normal and necessary in dealing with change. The key to being healthy is to move through the stages and not get stuck in any one stage. Are you stuck? How can you get “unstuck”? Use the questions below to help you deal with/prepare for changes.

Look through the symptoms/strategies chart. What symptoms do you recognize? What are some strategies you can use to help move the team through the stages in a healthy way?

Immediate steps I can take:

Future or ongoing steps I can take:

When a change has occurred, ask yourself:

1. What opportunity does the change create for my team?
2. Does the change affect me? If so, what can I do?
3. What opportunities does it create for me?
4. What new skills do I need to learn? My team?
Next Steps
## Next Steps

### Change Agents
- First webinar was 11/16
- Next webinar: 11/30 (topic: COA & Org. Structure)
- Change Agent gaps

### Flight Check-In
- When: Tomorrow, 11/18 @ 10am
- Where: Commons Multi-Purpose Room
- Topic: COA & Org. Structure

### Next Meeting
- To accommodate the holidays, next month’s meeting is **Thurs., Dec. 8**
Thank you for all that you do!!!
Questions