Finance System Leadership Group Meeting Agenda
UH Technology Bridge, Building 1, Room 118
November 18, 2019

- Finance Upgrade to PS 9.2
  - The upgrade is delayed due to the need to hire an additional programmer and provide additional training to existing programmers.
  - There is currently not a timeline for the upgrade
  - An upgrade consists of the following activities:
    - Cloning the existing production version of Finance
    - Running the upgrade scripts and data conversions (approx. 6 months
    - Identify errors and corrections and fix
    - The fixed version becomes the baseline for the upgrade
    - Clone the existing production version of Finance, run scripts and data and fix all errors
    - Do code retrofits (customizations, bolt-ons)
    - User testing and validation of functionality (old and new), fix errors and issues
  - The release notes will describe any major changes

- Peopletools Upgrade to 8.57
  - Currently version 8.55 is in use
  - The environment for 8.57 will be ready in December
  - IT will do retrofits during December and January
  - Functional testing will start mid-January and run through early February
  - Changes that will be visible to end users:
    - Pages will look more like the HR pages with large icons
    - Single sign on security for changing between databases should be fixed

- Tracking cost sharing for research expenditures
  - All campuses have sponsored research, and the System has been tasked with increasing research expenses by 50% over the next five years
  - Cost sharing currently occurs, but Research areas have no systematic means to collect the costs for reporting. UH DOR uses a SharePoint site for Departments to submit non-Payroll cost sharing items manually, but due to the labor requirements can only address mandatory cost sharing.
  - By not capturing the cost sharing in a systematic and reportable way, Research spend is underreported, which affects the System's rankings and state funding.
  - The proposed solution is to use Chartfield 2 for Finance generated transactions (payroll transactions are tracked in another manner)
    - This would allow a line item solution that could be added by campus departments as they do vouchers.
    - This is similar to the current method of tracking the information manually at the voucher level, but would be something tracked through the system rather than with separate files.
  - The primary source of information would be Vouchers.
    - Items fed in through other systems (facilities, postal, printing) are generally not items eligible for cost sharing).

- A single payment can be split into multiple lines to designate different projects for cost sharing, but a single dollar can only go to one project.
- If a CF2 is missed, a journal can be done to correct it.
  - Use of the existing active project ID list as available CF2 would be ideal.
  - No changes to the 1074 are needed for DOR's reporting.
    - Campus departments may need this information in the excel version of the report.
  - Campuses could choose to use the CF2 on requisitions and PO's or just on the vouchers.
  - IT will look into the use of CF2 versus the custom AP fields and recommend the best way to do this.
  - DOR needs something functional by 9/1/2020.

- Other items from the group
  - A team has been assembled to review Digital Signature statutes, DIR approved technologies, and UH System approval needs and then recommend a system-wide solution.
  - IT and Purchasing are working together on Cloud Storage guidelines.
  - IT is looking into ways that RFID chips and scanners could be used to conduct inventory.
  - IT has developed a My Assets page that can be used to show what items people have, based on department and supervisor. IT requires entry of each asset to each person. IT will present the final once they have made all necessary changes.
  - UH Accounting and IT will re-start the Asset Management workflow project in the new calendar year.
  - IT is going to put together a group of people to start looking into other technology options (different softwares, cloud storage mechanisms) as the current Finance system set up and storage structure is going to see a sharp increase in cost in the upcoming years.