



MINNESOTA STATE
Board of Trustees

AGENDA ITEM SUMMARY

NAME: Committee of the Whole

DATE: March 18, 2025

TITLE: NextGen Project Update

Action

Review and Discussion

This item is required by policy

PRESENTERS

Jacquelyn Bailey, Vice Chancellor for Information Technology
Satasha Green-Stephen, Senior Vice Chancellor for Academic & Student Affairs
Eric Davis, Vice Chancellor for Human Resources
Bill Maki, Vice Chancellor for Finance and Facilities

PURPOSE

This is the regular quarterly presentation to update the Committee of the Whole on the NextGen project.

BACKGROUND INFORMATION

The Human Capital Management (HCM) and Finance phase of the project has been in extended care since October 1, 2024. Through September 30, 2025, Team Workday is providing Minnesota State extended care to support during the first cycle of processing and includes both functional and technical support for addressing issues and defects that arise in the execution of the business cycles. In addition, Team Workday will provide Minnesota State support with the review and adjudication of Workday releases. The student phase of the project launched in December 2024 and has entered the align and confirm stage where two baseline prototypes will be built and validated.

MARCH WORKDAY FUNCTIONALITY RELEASE

March 15, 2025, was NextGen's second post go live release. The Workday software-as-a-service (SaaS) platform does two major releases per year, one in March and one in September. Some changes are required, and others are optional.

OVERALL PROJECT STATUS

Finance

The finance team continues to focus on stabilizing the complex integrations required to

complete core finance and accounting functions. This has led to a backlog of accounting and cash transactions, which require significant efforts to both catch up and begin to identify long-term fixes. The team is working to address incorrect or incomplete posting of payroll transactions to reduce the number of manual entries and workarounds required to complete key tasks. College and university finance leaders continue to work with the finance team to help identify issues and find potential solutions.

The cumulative effect is that college and university finance leaders continue to be limited in their ability to share accurate and understandable budget information with campus constituents.

Priorities for the next 30-60 days are to:

1. Continue to communicate priorities and timelines for addressing outstanding issues to the finance community, and to work with the college and university CFO advisory committee on prioritizing issue resolution related to process and reporting design;
2. Stabilize cash management reconciliations and reporting between the state treasury and local accounts;
3. Prepare the Workday tenant for the production of financial reports;
4. Address the backlog of services tickets by incorporating system office finance division personnel into the help desk support teams;
5. Work with e-Builder developers and Team Workday to fix final two e-Builder integrations; and
6. Update the job aids and provide additional training through skill builder user groups.

HCM

The HCM team is planning to form a cross-functional user group to evaluate/ re-engineer HCM Business Processes to improve efficiency in response to feedback from Campus HR, the HR Service Center and tickets received. The team is also working on new training materials for users in the form of job aids, videos and monthly topical learning sessions.

The HR user community continues to provide valuable feedback and opportunities for process improvement. As we continue to evolve our processes and improve how we address HR-related challenges, we are adopting an Agile (project management methodology) approach to prioritization. This shift will allow us to be more flexible, responsive, and focused on delivering solutions that align with the most pressing needs of our teams.

As with Finance, work continues on reviewing and making adjustments to business processes and integrations. The organizational change management (OCM) team is working with HR on how we provide stakeholders with more process specific resources and training. We are also Identifying and replicating reports that don't exist or have missed requirements in Workday.

Priorities for the next 30-60 days are to:

1. Implement an internal process for gathering requirements, testing, prioritizing and communicating changes to HCM business processes
2. Partner with the OCM team to build new and continually update job aids and quick reference guides when business processes are updated

3. Add needed validations to current HCM business processes to ensure data accuracy and collective bargaining agreement compliance
4. Improve communication by restructuring the weekly communication plan to ensure we meet the needs of the HR college and university teams
5. Engaged with continuous process improvement to enhance the speed and accuracy of Workday business processes and integrations

Student

The Student team launched the Workday Student implementation in December 2024. In the first three months of the student phase, the team has wrapped up the pre-planning work, including an inventory of companion projects, gathering details of all systemwide third-party technologies and business processes, and planning for aligning student-related business processes. The project team has also focused on hiring additional staff for the project, particularly subject matter experts from college and universities across the system. Project team members are completing their required training.

March 2025 also marks the beginning of the align and confirm stage, where the team will develop two baseline prototypes of Workday Student functionality, one for the college sector and one for the university sector. During the first week of March, nearly seventy members of the Minnesota State and Team Workday project teams gathered for four days at the system office to review the pre-planning work and to plan for the prototyping. The align and confirm stage will continue into early 2026.