UCSB Financial Management Modernization

Program Update Town Hall

UC **SANTA BARBARA**

Agenda

- Opening Remarks

- Update on IT Transformations

- Data Warehouse & Reporting

- Budgeting Update

- Sustainment

- Departmental Readiness

  - Training

  - Fiscal Close
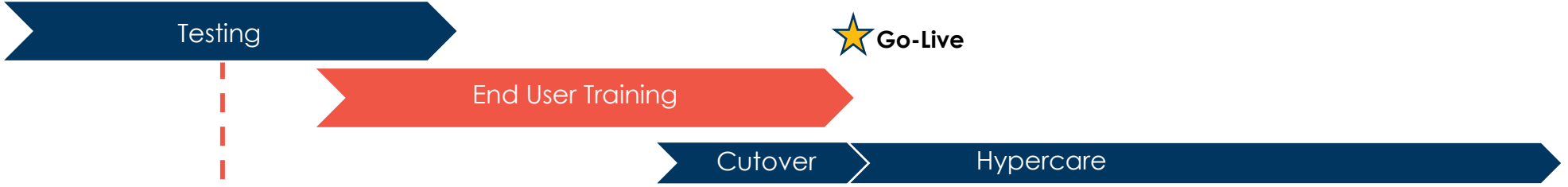
- Q&A

Opening Remarks

Chuck Haines

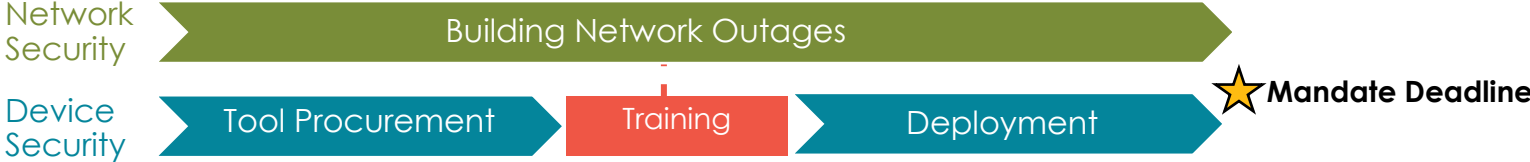# Update on Ongoing Transformations

Matt Erickson

Major Transformations This Year

2025

| Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct |

Financial Management Modernization
- Testing
- Go-Live
- End User Training
- Cutover
- Hypercare

Secure UCSB
- Network Security: Building Network Outages
- Device Security: Tool Procurement | Training | Deployment
- Mandate Deadline

Timekeeping Refresh
- Build & Testing
- End User Training
- Go-Live

UCPath Roadmap
- SCT Phase 2 Improve Accrual Management
  - Testing
- Upgrade 2025 Improve Self Service
  - Testing | Training
  - Go-Live (July 2025 Release)

Today

Secure UCSB Training Update

Email Notifications	Browser Warnings	Enforcement Notice	Escalation/Assistance
ONGOING	**MARCH 31**	**APRIL 30**	
Email notifications have already started	Interstitial page warning of pending expiration at every SSO login	Following expiration, **user will be directed to UC Learning Center at SSO login** instead of intended service (Gmail, Timekeeping, etc.)	Users are able to get **24-hour exemption** to training

Reminder: Timekeeping Refresh Project

Replacing the existing Kronos timekeeping system with **UKG Pro Workforce Management (Pro WFM)**

- **Go-Live:** May 11, 2025

- Training required for payroll managers and timekeepers (available in late March)

- Training *optional* for employees and managers (available in late April)

Data Warehouse & Reporting

Kerry Bierman

Foundations of Data Strategy for FMM

Our project is built on ***three key pillars*** that work together to transform financial data management at UCSB:

The Data Warehouse – the backbone of our project, serving as a centralized hub where all financial and operational data is securely stored, integrated, and made accessible in a structured way.

Reporting & Analytics – to enable a one-stop location for real-time, user-friendly access to key financial reports. This means faster insights, better decision-making, and a more efficient way to track performance.

Data Governance – a framework that ensures our data is accurate, standardized, and secure, so we can trust the data that we so heavily rely on.

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Data Warehouse: Future Environment
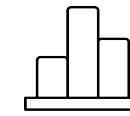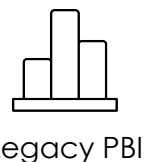
FinHub Overview: Reports Planned for Go-Live

FinHub
UC SANTA BARBARA

Accounts Payable
Purchasing and payment activity for campus expenses, including invoices and reimbursements

Accounts Receivable
Customer accounts and outstanding balances

Budget Planning
Operating budgets, expenditures, and account balances to support departmental functions and programs

Equipment Inventory
Capital/acquisition costs, accumulated depreciation, and current value of equipment

Faculty & PI Dashboard
Grants, contracts, and other sponsored projects

General Ledger
Account and transaction-level information from the general ledger for a given period, including current data for unclosed periods

Operating Financials
Actual and budgeted revenues and expenditures

Procurement
Information about the expenditure process for acquiring goods & services

Travel & Entertainment
Faculty and staff travel expenses, including reimbursements and authorizations

UCPath Employee
Employee appointments, attributes, and HR data

UCPath Payroll
Payroll transactions, pay rates, and compensation details

Financial Calendar

- Closed as of: 1/31/2025
- UCPath data as of: 1/31/2025
- EPM data as of: 2/24/2025
- Gateway data as of: 2/24/2025

Reporting Updates

- Updated landing pages : 2/20/25
- Subledger Detail: 1/24/25

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Preliminary list of Reports targeted for Go-Live

Operating Financials

Actual and budgeted revenues and expenditures

Operating Financials

- Statement of Revenue, Expense and Chgs in Net Position for Campus (SRECNP)*
- General Ledger Available Balances*
- Transactional Detail
- Year-to-Date Spending plus Projections*
- Monthly Trend*
- Gift & Endowment Summary*
- Work Study Account Summary with YTD Fund Balances
- Unexpended-Balance Reconciliation-Gifts
- Commitments Tracker*

New reports

Preliminary list of Reports targeted for Go-Live

General Ledger
Account and transaction-level information from the general ledger for a given period, including current data for unclosed periods

Faculty & PI Dashboard
Grants, contracts, and other sponsored projects

Budget Planning
Operating budgets, expenditures, and account balances to support departmental functions and programs

General Ledger

- CCOA Balance Inquiry
- Outstanding Lien Inquiry
- GL Pending Transactions Inquiry
- Expenditures by Department
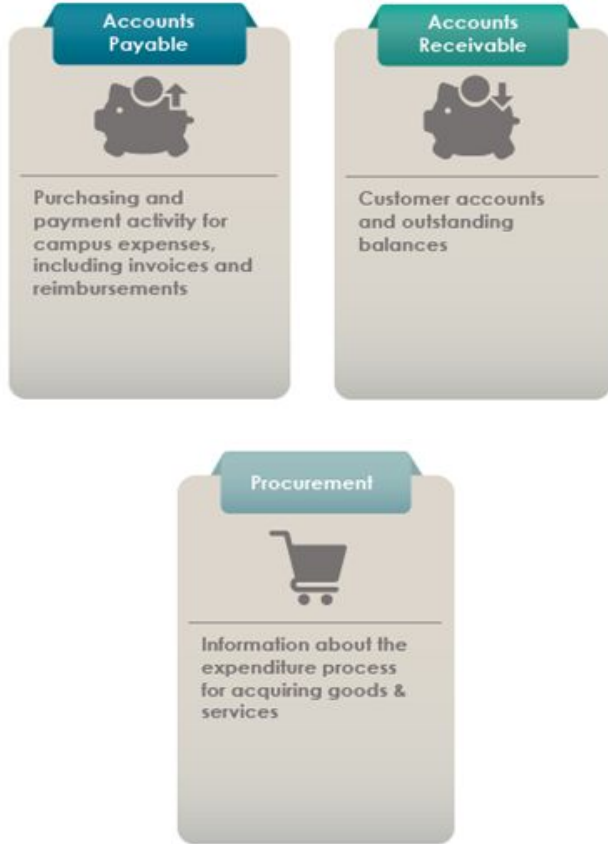- Fund Inventory

Budget Planning

- Staffing Details, Summary CCOA
- UCPath Staffing
- Staff Roster Budget vs. Actual *
- Budget vs. Actuals with Historical Actuals*
- Permanent Budget Report: Detail Inquiry by CCOA

Faculty & PI Dashboard

- Faculty & PI Dashboard*
- Faculty & PI Admin Dashboard*
- Unallowable F & A Object Codes

*New reports

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Preliminary list of Reports targeted for Go-Live

Accounts Payable

- Vendor Report
- Invoice Inquiry
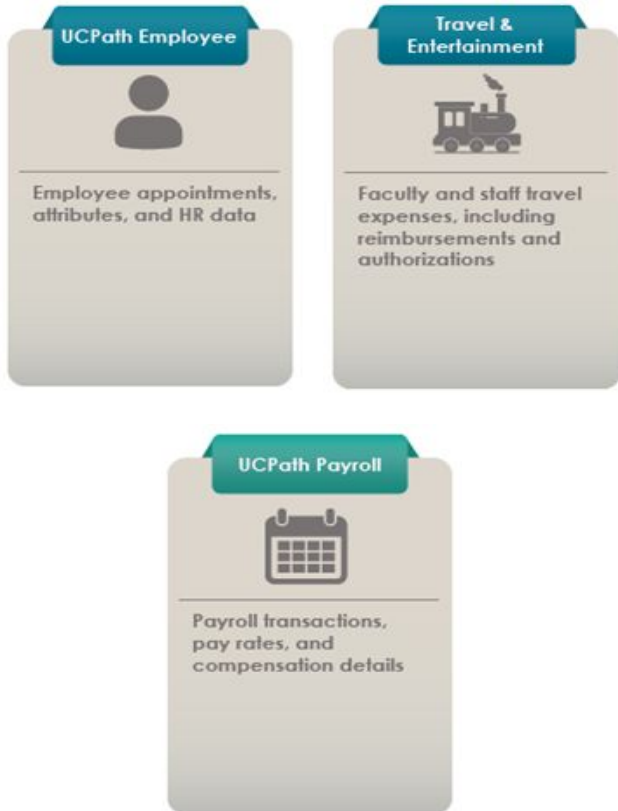- Invoices Posted to the GL
- Unpaid Invoices Inquiry

Procurement

- FlexCard Transactions Inquiry
- PO XREF Report*
- FlexCard Transactions by CCOA*
- GL Pending Transactions Inquiry

Accounts Receivable

- Extramural Closing
- Inter Campus Billing

New reports

Accounts Payable

Purchasing and payment activity for campus expenses, including invoices and reimbursements

Accounts Receivable

Customer accounts and outstanding balances

Procurement

Information about the expenditure process for acquiring goods & services

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Preliminary list of Reports targeted for Go-Live

UCPath Employee

- Position Roster
- Employee Funding
- Positions with Expired Funding
- Jobs by Group
- Positions Missing Funding

UCPath Payroll

- Distribution of Payroll Expense
- Payroll Expense Inquiry by FRU*
- Salary in Suspense Detail*
- Payroll UCP I-158
- Salary Actuals Year-to-Date plus projection*

Travel & Entertainment

- Travel Payments Inquiry
- Employee Expense Reimbursement Summary*
- Completed Expense Reports*

UCPath Employee
Employee appointments, attributes, and HR data

Travel & Entertainment
Faculty and staff travel expenses, including reimbursements and authorizations

UCPath Payroll
Payroll transactions, pay rates, and compensation details

New reports

Update on New Data Governance Program

This initiative will empower staff, faculty, and students to understand and use data more impactfully

Data Glossary

- Identification and definition of critical data elements used in reporting

Data Quality Framework

- Initial effort to ensure data quality in dashboards and reports which will have a critical impact to campus

Data Access Approvals

- Getting access to FinHub

Another Reminder: What do we need from you?

If you have unpublished **reports** or **data integrations** that need retrofitting:

Inform us! **Please complete this Google Form.**

- Submit this information as soon as possible to avoid disruptions before go-live

- Visit this link or use the QR code

Ask for assistance!

- Reach out to Mike Smith at mike.smith@ucsb.edu or Diana Antova at dantova@ucsb.edu if you have questions or concerns about this process

- Our team is available to help make retrofitting easier

Budgeting Update

Kerry Bierman

Transition to Oracle EPM & Key Changes

New Budgeting Approach

- Oracle **Enterprise Performance Management (EPM)** will be the new budgeting tool for campus

- **Budget will be represented as a plan against financials** rather than treating budget as a resource allocation in current state

- **Resources will be provided as financial transactions**

- **Annual Planning** cycle will be introduced

Why this change?

- ✔ Aligns with best practices in higher education

- ✔ Creates a standardized financial reporting framework across campus

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Budget as a Plan

🚫 **Current State:** Departments treat budget on expenditure subaccounts as a resource available for spending. Expenditures occur in subaccount-object codes and budget balances are reported at subaccount level.

✅ **Future State:** Resources are distributed as **actuals** in the General Ledger (GL) via **Transfer accounts** in a sources section within reporting, expenditures occur in a uses section, allowing reporting based on traditional financial statements. The budget is represented alongside the actuals as a plan. Budget vs. Financial actuals is reported as a **variance**.

Budget as a Plan

Variance Reporting

- **Budget Plan vs. Financial Actuals** will help identify **Variances**
- Variances provide valuable data points for adjusting future budget projections. Identifying trends in overspending or revenue gaps allows for proactive planning.

Funding Actuals

- **Financial transfers will distribute resources** for Core funds or where revenue resides outside the recipient FRU
- This eliminates the differential reporting of revenues and budget allocations in current state. Future state will display revenues and transfers in a Sources section in reporting

Annual Budget Process

Introduction of an Annual Budget Cycle

- Departments will submit an **Annual Plan** to control points for review prior to review and approval from Budget & Planning

- The budget cycle will run from **January to April/May**, beginning in **January 2026**, planning for FY 2026-27

- Approved plans outline expected resource uses and are loaded into the General Ledger at the beginning of each fiscal year (much like the July 1 budget today)

- The Annual Plan would include budget planning for payroll and non-payroll expenditures (both Perm/recurring and one-time) for all funds

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Workforce Planning: A New Approach

Key Changes to Staffing & Workforce Budgeting

- Proactive planning replaces reactive staffing adjustments

- Departments **plan by position** across all funds (permanent and temporary)

- In system ability to budget for split-funded positions across multiple departments

Improved Workforce Planning Process

✔ Employee Rosters pulled from UCPath, pre-loaded salary estimates added

✔ Departments can adjust plans for reclasses, faculty merits, etc.

✔ Workforce plans feed directly into the Annual Plan for better integration

Project Budgeting & Forecasting

Projects & Grants Management (PGM) Module

- PGM will manage budget plans for Capital Projects, Contracts & Grants, Faculty Funds, and other eligible projects
- EPM budgeting is designed for Fiscal Year budgeting, whereas PGM is designed to handle multi-year projects

Project Forecasting (EPM)

- Automatic refresh of data from PGM, UCPath, GL, and other systems
- Ability to project expenses against existing grants (award and project)
- Sandboxing of expected new projects
- Forecast is sent to FinHub Faculty Dashboard and aligns with budget and actuals reporting

EPM Modules Going Live in July

Transfers

- Replaces Transfer of Funds (TOF) in Espresso

Campus Commitments

- Provides advanced commitment planning tools. Removes reliance on outdated tools that can lead to confusion, lost data, and errors.

Project Forecasting

- Provides for replacement of some GUS functionality. Will allow for the forecasting of sponsored and non-sponsored projects.

Core Revenues (Budget Office only)

- Integrates State funds, tuition and enrollment modeling for advanced planning of core resources

Sustainment

Matt Erickson

Sustainment Activities

01 People
- Hypercare Staffing Plan
- Sustainment Staffing Plan
- Knowledge Transfer from Deloitte to UCSB

02 Process
- Application Support Model
- Service Management Plan
- Governance Model

03 Technology
- ServiceNow Discovery / Needs Assessment
- ServiceNow Design, Configuration, Testing, Training

04 Structure
- Future State Operating Model (Academic Affairs)
- Future State Operating Model (Research)
- Business & Financial Services Organizational Updates

Stretch break!

5 minutes

Departmental Readiness

Training

Sandra Featherson

Training Focus: April-June

Continued Topics:

- Gateway Business Process Changes
- Concur Business Process Changes
- Understanding the Common Chart of Accounts
- CCOA Office Hours
- Role Security Administrator Training and Office Hours

New Topics:

- Accounts Receivable Business Process Updates
- AR External Billing *(Pilot Depts)*
- Gateway Roles *(multiple trainings)*
- Projects and Grants *(various topics)*
- Internal Recharge Billing
- Income & Recharge Management in Future State
- Transfers
- EPM: Terminology
- FinHub and Reporting

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April Training Now Available!

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Office of Financial Training
Finance & Resource Management

APRIL 2025

DETAILED COURSE INFORMATION AND REGISTRATION IN THE UC LEARNING CENTER.

Concur: Business Process Changes
- April 8: 1:00- 2:00 PM
- April 30: 2:00 - 3:00 PM

Audience: Delegates, Expense Approvers, Account Approvers, Project Analysts or Project Managers

Gateway: Business Process Changes
- April 21: 2:00 - 3:30 PM
- April 29: 10:00 - 11:30 AM

Audience: Staff involved in the purchasing process

PGM: Sponsored Awards - Roles & Responsibilities
- April 7: 10:30 - 12:00 PM

Audience: Existing Contract & Grant and/or Financial Analysts or Business Officers/MSOs, who currently or in the future expect to manage sponsored projects.

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Office of Financial Training
Finance & Resource Management

APRIL 2025

DETAILED COURSE INFORMATION AND REGISTRATION IN THE UC LEARNING CENTER.

Role Security Admin.
- RSA Training: April 2: 10:00 - 11:30 AM
- Office Hours: April 9: 2:00 - 3:00 PM

Audience: Designated Role Security Administrators and Business Officers

CCOA
- Office Hours: April 4: 9:00 - 10:00 AM
- Understanding CCOA: April 9: 10:00 - 11:00 AM
- Office Hours: April 16: 3:00 - 4:00 PM
- Understanding CCOA: April 22: 10:00 - 11:00 AM

Audience: Anyone needing to understand the new Common Chart of Accounts

Recharges: Internal Recharge Billing
- April 15: 10:30 - 12:00 PM
- April 28: 2:00 - 3:30 PM

REQUIRED COURSE

Audience: Those involved in completing and submitting internal recharge journals

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Finance & Resource Management

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Training Dates

By Month

Office of Financial Training Calendar : OFT Training by Month

Month	Date	Topic	Title	Start Time	End Time	Mode
2025 03	March 18	Concur	Concur Business Process Changes	2:00 PM	3:00 PM	In Person
2025 03	March 19	Gateway	Gateway Business Process Changes	10:00 AM	11:00 AM	Virtual
2025 03	March 19	RSA	Role Security Administrator Training	2:00 PM	3:30 PM	Virtual
2025 03	March 20	EPM - Terminology	Enterprise Performance Management (EPM) Terminology and Financial Reporti	3:00 PM	4:00 PM	In Person
2025 03	March 25	CCOA	CCOA Office Hours -- (drop-in -- no registration required)	2:00 PM	3:00 PM	Virtual
2025 03	March 26	CCOA	Understanding the Common Chart of Accounts	11:00 AM	12:00 PM	Virtual
2025 03	March 26	Gateway	Gateway Business Process Changes	1:30 PM	2:30 PM	Virtual
2025 03	March 27	Concur	Concur Business Process Changes	9:00 AM	10:00 AM	Virtual
2025 03	March 31	EPM - Terminology	Enterprise Performance Management (EPM) Terminology and Financial Reporti	11:00 AM	12:00 PM	Virtual
2025 03 Total						
2025 04	April 2	RSA	Role Security Administrator Training	10:00 AM	11:30 AM	Virtual
2025 04	April 3	Accounts Receivable	Accounts Receivable Business Process Updates	10:00 AM	11:00 AM	In Person
2025 04	April 4	CCOA	CCOA Office Hours	9:00 AM	10:00 AM	Virtual
2025 04	April 7	PGM	Sponsored Awards: Roles & Responsibilities	10:30 AM	12:00 PM	Virtual
2025 04	April 8	Concur	Concur Business Process Changes	1:00 PM	2:00 PM	Virtual
2025 04	April 9	CCOA	Understanding the Common Chart of Accounts (CCOA)	10:00 AM	11:00 AM	Virtual
2025 04	April 9	RSA	RSA Office Hours (drop-in only -- no registration required)	2:00 PM	3:00 PM	Virtual
2025 04	April 15	Recharges	Internal Recharge Billing	10:30 AM	12:00 PM	Virtual
2025 04	April 16	CCOA	CCOA Office Hours (in person)	3:00 PM	4:00 PM	In Person
2025 04	April 21	Gateway	Gateway Business Process Changes	2:00 PM	3:30 PM	Virtual

OFT Training by Month

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Role Security Training

REQUIRED for designated Role Security Administrators (RSAs)

- Control Points have designated the RSAs
- Training consists of an Instructor-led Course and an e-learning module to be available in the UC Learning Center

Upcoming Offerings (virtual)

- Wednesday 3/19 at 2:30pm
- Wednesday 4/2 at 10am
- Wednesday 4/9 at 2pm (drop-in office hours)

Business Process Changes

Concur - 1 hour

- Tuesday 3/18 at 2pm (in person)
- Thursday 3/27 at 9am (virtual)

Gateway - 1 hour 30 minutes

- Wednesday 3/19 at 10am (virtual)
- Wednesday 3/26 at 1:30pm (virtual)

Enterprise Performance Management (EPM): Terminology & Financial Reporting

OPTIONAL for staff involved in the budgeting and financial reporting process

Upcoming Offerings

- Thursday 3/20 at 3pm (in-person)
- Monday 3/31 at 11am (virtual)

Common Chart of Accounts

Understanding the CCOA Webinar

- Wed. 3/26 at 11am
- Wed. 4/9 at 10am

Also available asynchronously

Office Hours (virtual, drop-in)

- Tues. 3/25 at 2pm
- Fri. 4/4 at 9am

Other CCOA Resources - *financemanagement.ucsb.edu/resources/CCOA*

- Explorer Tool in Power BI
- Change Request Form in Smartsheet
- Purpose Code Quick Reference Guide - Coming Soon
- Chartstring Template - Coming Soon

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What training do I need and what is required?

Learning Pathways

- Identified by current role

- Updated as additional training is available

- Will incorporate available reports

- [Available on Office of Financial Training website](#)

Many Ways To Learn

Self-Guided
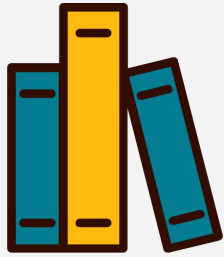
Knowledge Base

E-learning

Videos

Quick Reference Guides

"Sandbox" for Practice

Guided

Instructor-Led Training (in person)

Instructor-Led Training (virtual)

Office Hours
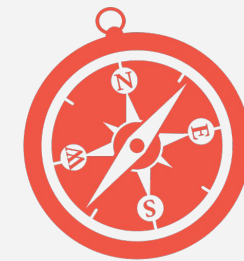
In-App Guidance ("Whatfix")

Training Summary

- Current course offerings available on the [Office of Financial Training website](#) and [FMM website](#)
  - ○ Both virtual and in-person offerings available
- Registration in UC Learning Center
- Schedule is ongoing & dynamic
  - ○ New topics continuously added
  - ○ Additional sessions as needed
- Sign up for the OFT mailing list

Fiscal Close

Devlin Seymour

Fiscal Close Prep: Actions for Depts

2025

Feb	Mar	Apr	May	June	July

Gateway
- Review open PO's; close any that are no longer needed
- Update open vendor blanket and contract request PO's to include next fiscal year's anticipated expenditures

Early June: Cutoff for supplier requests

Mid June: Last day to submit & approve requisitions

⭐ Go-Live

GATEWAY UNAVAILABLE

Concur
- Approve all expense reports (ahead of June cutoff)

CONCUR UNAVAILABLE

Early May: Cash advance cutoff

June 23 at 5pm: Expense report approval cutoff

FlexCard
- Request new FlexCards in ServiceNow prior to cutoff

Mid May: Deadline to request new FlexCard

GMC
- Perform any FlexCard role management actions

June 1: Cutoff for FlexCard role management

Mid June: Cutoff for creating projects

Today

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Fiscal Close Prep: Actions for Depts

2025

Feb	Mar	Apr	May	June	July

⭐ Go-Live

TOE

Closely monitor and maintain reconciliations, cost transfers, & projected balances; ensure no overdraft

June 30: TOE approval cutoff

May 31 deadline for **escalated** transfers older than 120 days:
- All UFIN cost transfers (non-payroll)
- UCPath SCTs

June 13 deadline for **non-escalated** transfers older than 120 days:
- All UFIN cost transfers (non-payroll)
- UCPath SCTs

TOF & TOSF

Submit any TOSF changes to be reflected in OFC

May 31: TOSF approval cutoff

Submit any PERMS to Budget Office before cutoff

June 20: PERM approval cutoff

Staffing Process

Input all EBD transactions used to balance staffing in UCPath

May 31: Budget Office staffing snapshot cutoff

Today

Fiscal Close Prep: Actions for Depts

2025

| Feb | Mar | Apr | May | June | July |

★ Go-Live

UCPath

Review and clear all suspense account balances

UCPATH FUNDING ENTRY FREEZE

June 13: Last day to complete & approve SCT's and BCT's

CCOA

April 16: CCOA hierarchy change cutoff

May 16: CCOA mapping/crosswalk cutoff

Submit any CCOA value requests and mapping changes

CCOA engagement; familiarize yourself with new chart, attend office hours and training, stay informed

Data Warehouse

Identify unpublished reports or data integrations to retrofit

Today

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Staying Informed: Cutover Calendar

financemanagement.ucsb.edu/prepare

University of California, Santa Barbara

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About   People   For Departments   Resources   News   Contact

Cutover Calendar

This page will be updated regularly with impacts to existing campus systems as a result of the cutover to Oracle Financials Cloud during fiscal close.

Please use this calendar to stay informed about deadlines to submit information, periods where systems will be inaccessible, and more.

*Note: These dates may be subject to change as we get closer to go-live on July 1

- Key information and tools for departments (i.e. training, checklists) will be provided here

- Check back regularly for most up-to-date information

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Key Consideration: Payroll Expenditures

Critical Deadlines on Friday, June 13

- **Suspense Account Transfers:** Ensure all suspense account balances (89996, 89997, 89998) are reviewed and cleared

- **Finalize Pending Direct Retro Transactions:** Departments must approve or cancel all pending DR transactions by this date

These activities are required to ensure a smooth transition to the new CCOA!

Review materials provided by BFS for guidance and submit a ServiceNow ticket if you require assistance

Q&A

Christian Villasenor

Next Steps

Save the Date: Next FMM Town Hall!

Wednesday, April 23 from 10am-12pm in Corwin Pavilion (hybrid)
Invitation coming soon

Action Items:

- Register for any upcoming training sessions that are applicable to your role or systems used *financemanagement.ucsb.edu/prepare/training*

- Start planning for how your department will address early fiscal close deadlines; map out key activities and necessary approval time

Reminders:

- CCOA Office Hours on Tuesday 3/25

- Review BFS fiscal close memo

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