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August 14, 2006

To: Chief Business Officers
GeorgiaFirst Institutions

From: William R. Bowes 
Vice Chancellor for Fiscal Affairs/Treasurer

Subject: **Update on Peoplesoft Financials Upgrade and KRONOS**

At the June CBO meeting, I shared two options for scheduling the upgrade of the Peoplesoft Financials System. I also discussed strategy regarding the KRONOS implementation. The purpose of this memo is to update you on decisions and progress on both software systems.

Peoplesoft Financials Upgrade

We will be implementing the Peoplesoft Financials upgrade on the 18 month schedule. As part of the initial phase of this upgrade, we also will be implementing two new modules – eProcurement and Expenses – to provide additional functionality. The fit/gap sessions will begin September 11, 2006. System training will be conducted in the fall of 2007. The plan calls for the upgrade to be completed first at one pilot institution two months prior to full implementation at the remaining 32 institutions and sites. Implementation will be completed prior to the FY 2008 year-end closing. Phase 2 of the project, which will begin January 2008 and end June 2009, will include the implementation of the HRMS commitment accounting software, EPM/Consolidated Budgeting and Grants Management.

I want to thank you for identifying your campus liaison for this project and your continued support.

KRONOS

The KRONOS consulting group is now collecting information from five institutions to assist us in developing system configuration based on current payroll practices. Their work is expected to be completed by September, at which time we will determine the implementation plan and cost. As with the Peoplesoft financials and HRMS systems, this will be a consolidated implementation in order to limit costs as much as possible. As I mentioned to you in April and last June, the implementation cost will be distributed to all institutions. Additionally, we expect all GeorgiaFirst institutions to participate, in

Update on PeopleSoft Financials Upgrade and Kronos
Page 2 of 2
August 14, 2006

keeping with the Chancellor's desire to increase efficiencies in our back office operations. Please make certain that your staff is aware of this decision.

As part of this implementation effort, and to support the implementation of the self-service applications of the HRMS system, I will be appointing a steering committee to evaluate business requirements, procedures and policies in our payroll and HR operations with the goal of streamlining our processes. The implementation of the self-service applications – ePay and eProfile – is well underway. We expect to begin implementation by October.

While we make effort to inform all affected USG institution business staff on decisions and progress with these various initiatives through listservs, newsletters and other means, your direct communication on these matters to your staff would be helpful and appreciated.

Thanks for all your support.

WRB/at

Cc: Tom Maier, Interim Vice Chancellor/CIO