

Aggie Enterprise

System Transition Dates and BOC Deadlines

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September 7, 2023

Overview

- What is AggieEnterprise?
- Financial systems being replaced
- Timelines and ANR Planning Team
- Business Process Impacts and Key Dates
 - Purchasing
 - Accounts Payable
 - Travel and Entertainment
- Preparing for Transition

What is AggieEnterprise?

- Major business transformation initiative
- Modernizing financial management and business operations
- Goal is effectiveness and efficiency
- Current systems obsolete, unsupported
- Strategic, enterprise-wide approach

System Replacement*



Aggie Enterprise

UNIVERSITY OF CALIFORNIA
Agriculture and Natural Resources

*Initial inventory; additional systems and applications will be replaced by Aggie Enterprise

<https://aggieenterprise.ucdavis.edu/resources/library>

Aggie Enterprise Resource Library

Welcome to the Aggie Enterprise Resource Library!



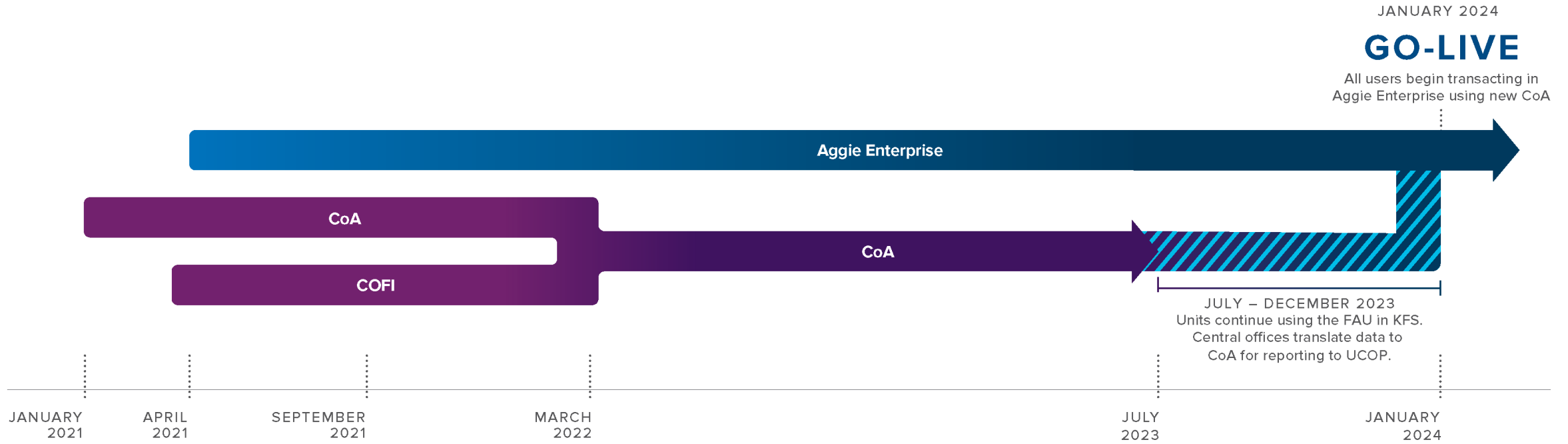
Here you will find a variety of materials such as slide decks, handouts and reference guides to help navigate the Aggie Enterprise project. Check back often as more resources are added in preparation for go-live on January 1, 2024.

Click on the links below to download the resources.

Project Overview

Title	File Format	Description
Aggie Enterprise Overview (Updated Jan. 2023)	PPTX	The Aggie Enterprise Overview slide deck provides an introduction to the project goals, scope and timeline. Please contact the CCT team to schedule presentations on special topics.
Aggie Enterprise Project Overview Quick Reference Guide (Updated Dec. 2022)	PDF	The Aggie Enterprise Project Overview Quick Reference Guide provides key information about what is changing, why it's changing, and who will be impacted.
Glossary	Web	The Aggie Enterprise glossary supports a shared vernacular and understanding of the change.
Guiding Principles Handout (Updated Dec. 2022)	PDF	The Guiding Principles are foundational values and priorities that will be referenced throughout the course of the project when evaluating key decisions.
Preparing for Aggie Enterprise: Checklist (Updated July 2023)	PDF	A checklist of activities that individuals can begin today in order to prepare for Aggie Enterprise.
Aggie Enterprise Work Stream Resource Guide (Updated June 2023)	PDF	An easy-to-share collection of resources from the four Aggie Enterprise system work streams: Aggie Enterprise Planning, Procure to Pay (PTP), Record to Report (RTR) and Project Portfolio Management (PPM).

Timeline



ANR Transition Planning



Project Manager: Raghu Goradia

KFS to COA Mapping Group Leads:

Connie Tadesse, Maru Fernandez, Joni Rippee, Lani Landayan, Tracy Roman and Rosemary Renteria

Functional Leads:

Financials:	Lani Landayan, Limin Tjandrajati
Projects:	Connie Tadesse and Maru Fernandez
Supply Chain:	Tracy Roman and Janelle Hernandez
Security:	Scott Leaf

AE Project Team:

Sarah Shroyer, Daena Duran, Sonia Scott and Raghu Goradia

Questions: ANR-AggieEnterprise@ucanr.edu

Business Process Impacts

BOC lead for ANR transition related to:

- Purchasing
- Accounts payable
- Travel & Entertainment

BOC part of the ANR AggieEnterprise team supporting:

- Financial Processes e.g. financial reporting, general ledger etc

Current and Future State

Purchasing

Current State

There are two separate systems for purchasing, one for catalog purchasing (AggieBuy) and one for non-catalog purchasing (Kuali Financial System - KFS).

Future State

In Aggie Enterprise, one system (Oracle) will be used for purchasing items from catalog suppliers, purchasing against existing university agreements and creating non-catalog and non-agreement orders. Catalogs will continue to be the recommended and preferred way of purchasing, and [catalog purchasing will be available in Oracle](#).

Accounts Payable

Current Process

Invoices are submitted to AP through multiple channels (e.g. email, USPS, Transcepta, PDF).

Future State in Aggie Enterprise

Invoices are submitted through the Oracle Invoicing Module inbox with a standard route for all invoices.

Transition Dates

- BOC involved in significant testing of new SCM systems
- “Cut-Over” and “Freeze” Dates
 - SCM systems affected: KFS, AggieBuy and AggieExpense
 - Planning ahead: information to come on key dates related to:
 - Purchasing
 - Accounts Payable
 - Travel and Entertainment
- Lead time to BOC
 - Approx a week earlier to meet deadlines
 - Summary table and calendar planning tools

Important BOC Deadlines

Items due to BOC by:	Operational Task	Process
11/1/23	Last day for adding or updating a supplier	SCM – supplier records
11/13/23	Last day for new requisitions and agreements in KFS (fully approved by 12/1/23 and with UC Davis)	SCM - purchasing
12/1/23	Last day for new AggieBuy requisitions/ orders	SCM - purchasing
12/4/23	Last day for processing a Purchase Order invoice/payment request in KFS (fully approved by 12/12/23 and with UC Davis)	SCM – A/P
12/4/23	Last day for submitting AggieExpense reports (fully approved by 12/18/23 and with UC Davis)	SCM – T&E
12/11/23	Create disbursement vouchers in KFS (fully approved by 12/22/23 and with UC Davis)	SCM – A/P
1/3/24	AE new (or edit existing supplier) record in AE	SCM – supplier records
1/3/24	AE requisitions available (catalog and non-catalog)	SCM - purchasing
1/3/24	AE A/P documents available	SCM – A/P
1/15/24	AggieExpense reconciliation and report creation resumes	SCM – T&E

The Business Operations Center (BOC)

UC ANR Business Operations Center (BOC) provides comprehensive business, fiscal and payroll services.

Our Business Partner Teams support 80 programmatic, county-based and administrative units with services that include:

- account and fund management
- budget and financial analysis
- personnel and expense transfers
- post-award grants management
- recharge and rate development
- purchasing and invoicing
- travel and entertainment
- gift acceptance
- cash management

Our Payroll Team provides services across all ANR units:

- employee payroll compensation policy interpretation,
- payroll calculations and disbursement,
- time reporting system support and
- UC Path payroll interface

- [BOC Organization Chart](#)
- [BOC Business Partner Directory](#)
- [BOC Orientation - Overview for New Employees](#)
- [Calendar - Due Dates and Events](#)



Current BOC Topics

[BOC Calendar 2023](#)

[Question & Answer Office Hours with Zoom Link](#)

[Aggie Enterprise Webinar](#)

[BOC Deadlines for Aggie Enterprise](#)

Business Operations Center (BOC) Calendar

Due Dates and Deadlines
FedFCD: Federal Fiscal Close Deadlines
AE: Aggie Enterprise

BOC Events

Holidays

September 2023

Monday	Tuesday	Wednesday	Thursday	Friday
			31 AE: Presentation/Q&A on Aggie Enterprise: 10-11am	1
4	5	6	7 AE: Presentation/Q&A on Aggie Enterprise: 10-11am	8
11 FedFCD: P-Card purchase	12	13	14 •BOC Q&A Office Hours: 10-11am •FedFCD: Low value dept purchase orders •FedFCD: Direct Retros •FedFCD: Funding changes for bi-weekly employees	15 • FedFCD: AggieBuy purchase deadline • FedFCD: Funding changes for monthly employees
18 •FedFCD: Check Requests •FedFCD: Invoices for approved POs or PAs	19 UCCE Office Managers & BP Teams 1&2: 10-11am	20 • UCCE Office Managers & BP Teams 3&4: 10-11am • FedFCD: P-Card and travel expense reports	21	22 • FedFCD: P-Card and travel expense reports approved • FedFCD: AggieBuy requisitions approved
25	26	27	28 BOC Q&A Office Hours: 10-11am	29 FedFCD: tomorrow

Saturday 9/30/23: Federal Fiscal Close Deadlines (FedFCD)

<https://ucanr.edu/sites/anrstaff/files/387890.pdf>

Preparing For the Transition

Aggie Enterprise: Preparing Now

Home · Aggie Enterprise: New Financial System and Impacts to SCM Processes · Aggie Enterprise: Preparing Now



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- [Calendar](#) (Deadlines and Transition Dates)

Preparing for Aggie Enterprise now can assist in a smooth transition to the new system.

Learn More Now About the New UC Chart of Accounts

The UC Davis account structure and naming conventions are changing. Review and bookmark the [Segment Design and Definitions page for the new account structure](#).

Online training is available for [Getting Started with the New UC Davis Chart of Accounts](#) and [Putting It All Together: How The Chart Of Accounts Works With Oracle Cloud Financials](#).

Close Unneeded Purchase Orders and Purchase Agreements

Run the [Open Purchasing Orders \(364\)](#) query in FIS Decision Support, and close any unneeded orders.

New Chart of Accounts (CoA)

Segment Design & Definitions

Home · Aggie Enterprise · Chart of Accounts (CoA) · Segment Design & Definitions

The new UC Davis Chart of Accounts (CoA) will replace the current Full Accounting Unit (FAU).



Updated June 27, 2023

The New UC Davis Chart of Accounts

The final segment design and definitions for the new Chart of Accounts were approved by Aggie Enterprise Governance on July 1, 2021, moving the CoA project from the [prototype](#) Design Phase to Implementation.

All UC locations are required to report financial transactions in the new Common Chart of Accounts format beginning July 1, 2023. To meet this requirement, the central offices will translate KFS FAU data to the new CoA from July 1, 2023, until Aggie Enterprise go-live on January 1, 2024.

On January 1, 2024, UC Davis will fully adopt the new Chart of Accounts. KFS users will transition to the Aggie Enterprise system, and begin transacting with CoA values.

Chart of Accounts

- > [About](#)
- > [Segment Design & Definitions](#)
- > [Schedule & Updates](#)

Jump to:

Segment Videos

Segment Definitions

Quick Link:

Current CoA Value Tables



Glossary



FAQ



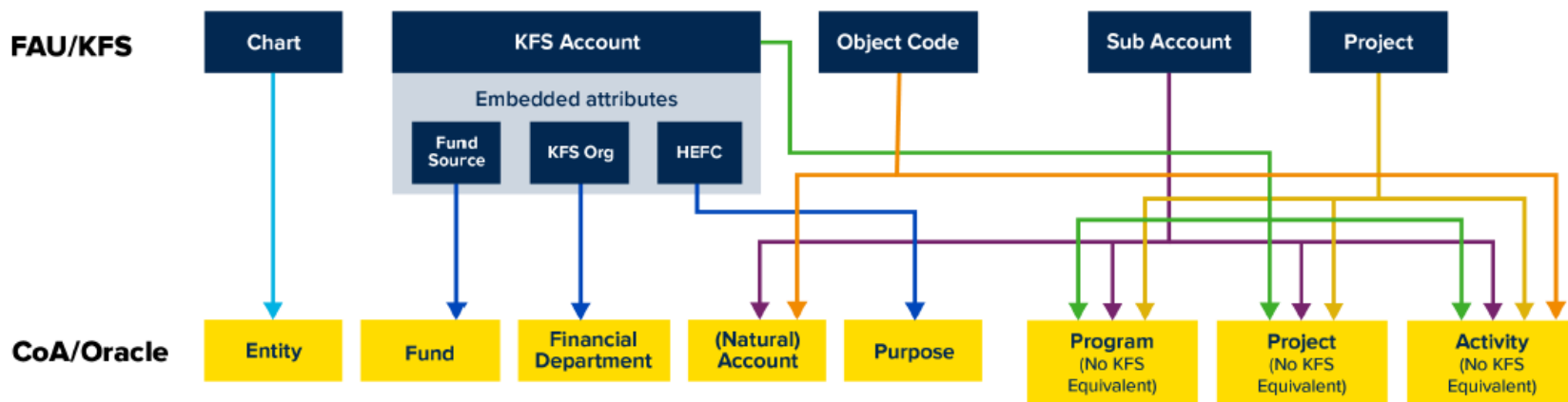
Contact

Translating the FAU to the CoA

CHART OF ACCOUNTS

Translating the FAU to the CoA

Developing the list of values for the new Chart of Accounts (CoA) requires careful analysis of the Full Accounting Unit (FAU) data in KFS and translation of that data to the appropriate segments in the CoA. This mapping process carefully evaluates how values are being used today and determines where those values will be represented in the future based on the CoA segment definitions.



Some FAU values, like Chart and Higher Ed Function Code (HEFC), have more straightforward, 1:1 translations. Other values, like KFS Account, Sub-Account and Project, are more complex, and require careful review due to the varied use of these values across UC Davis.

Learn more about the new Chart of Accounts

Visit our website to explore expanded definitions, use criteria and examples, FAQs and project updates.
financeandbusiness.ucdavis.edu/chart-of-accounts | aggieenterprise@ucdavis.edu

<https://financeandbusiness.ucdavis.edu/aggie-enterprise/chart-of-accounts>

Close Unneeded Purchase Orders and Purchase Agreements



- Run the [Open Purchasing Orders \(364\)](#) query in FIS Decision Support, and close any unneeded orders.
- Review account balances. FIS 1 Reports and clear ODs


Supply Chain Management

Our Services > For Suppliers > About Us >

FIS Decision Support: Procurement & Contracting Reports

Home > Procurement & Contracting Services > FIS Decision Support: Procurement & Contracting Reports



Procurement & Contracting Services

- > [HOW TO: Buy](#)
- > [General Guidelines](#)
- > [Approval Guidelines](#)
- > [Agreement Purchasing \(RFP\)](#)

FIS Decision Support for departmental purchasers.
.....

The following reports in [FIS Decision Support](#) (DS) are very helpful for departmental purchasers:

- [Agreement Usage Report \(412\)](#)
- [Animal Protocol \(352\)](#)
- [Commodities Purchased Log \(365\)](#)
- [Open Purchasing Orders \(364\)](#)
- [Purchasing Card Review \(363\)](#)

We recommend [scheduling the queries](#) so that you can get timely info

Agreement Usage Report (412)

A great way to stay up-to-date on the purchasing your organization is

- Departmental (blanket)



Scroll down to 2nd from the bottom item

Open Purchasing Orders (364)

- Report is used to track open purchase orders in KFS.
- Includes both KFS and AggieBuy orders, but user has option to select ONLY open AggieBuy orders!
 - *AggieBuy creates an accompanying KFS PO*
- Report shows if PO is open with liens (encumbrances) or not.
- Purchase order can be closed or voided in KFS after confirming status of order.
 - *Will it be fulfilled or not?*
- Recommend [scheduling this query](#) so that you stay on top of open orders.
 - *Less work required at fiscal close!*

Review Past SCM Aggie Enterprise Demo Recordings

Aggie Enterprise: New Financial System and Impacts to SCM Processes

Home » Aggie Enterprise: New Financial System and Impacts to SCM Processes

 **AGGIEBUY**

 **AGGIEEXPENSE**

 **AGGIELOGISTICS**

 **AGGIEPRINT**

 **AGGIESHIP**

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This section provides an overview of how [Aggie Enterprise](#), supported by Oracle Cloud Financials, will impact **Supply Chain Management** processes.



Aggie Enterprise



Scroll down

[Add the 08/21/23 Demo to your calendar now!](#) Cut-over highlighted and discussed.

These web pages are designed to provide a comparison of the current and new processes. Our team will provide additional online help resources that will be released closer to system go-live.

Overview

Aggie Enterprise is scheduled for go-live at UC Davis in January 2023.

Aggie Enterprise will replace multiple university systems, including PeopleSoft, Banner, and the current SCM system.

Live Online Monthly System Demonstrations

Supply Chain Management provides monthly online demonstrations, showing various Purchasing, Accounts Payable, and Supplier record processes.

- [Aggie Enterprise Delegated Purchasing recording.](#)
 - This demo is specifically for those who currently have the KFS_NPAUSER role in the Quali Financial System.
- [Aggie Enterprise 07/27/23 Demo recording.](#)
 - This demo covered the purchasing process, from the creation of a Requisition, to the resulting Purchase Order, and the Invoice and Payment distribution. Training and help resource update was also provided.
- [Aggie Enterprise 06/26/23 Demo recording.](#)
 - This demo covers adding new suppliers, Online Pre-Purchasing, Requisition reassignment, searching for invoicing and searching for payments.
- [Aggie Enterprise 05/17/23 Demo recording.](#)
 - This demo covers Requisitions, Agreement forms, non-PO invoice forms and a quick look at reports.
- [Aggie Enterprise 04/11/23 Demo recording.](#)
 - Supplier searches, Requisition workflow/routing and approvals, Blanket PO process clarification, Non-PO Invoice Form, SCM website and Aggie Enterprise Calendar deadlines
- [Aggie Enterprise 03/13/23 Demo recording.](#)
 - Supplier management, Blanket PO process, Accounts Payable invoicing and disbursements

Page last reviewed Wednesday, 8/2/23

Reminders

- Plan ahead for purchases and requests!
- Review BOC deadlines!
- No late requests will be allowed
- We're all learning this new Oracle-based system together!
 - BOC team is taking trainings before go-live!
- We all need to be patient with each other during this transition!

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Questions?

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- Business Partner Team 2: boc-uccepartner2@ucanr.edu
- Business Partner Team 3: boc-uccepartner3@ucanr.edu
- Business Partner Team 4: boc-uccepartner4@ucanr.edu
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Learn more



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Thank You!