ORANGE TEAMS UPDATE

The Managerial Reporting Project is transitioning to the design and development phase of our initial data models and first reporting release (first half-calendar 2016), and we want to thank everyone who has helped us reach this phase in our work. The Orange Teams helped us analyze the current state of process, data, and reporting throughout the University, and we greatly appreciate all the time and effort they dedicated to requirements-gathering, educating our team members, and highlighting opportunities for improvement.

As a result of the Orange Team efforts, we have put into place operational enhancements to the Cost Transfer process for organizations that perform a high volume of transactions (e.g. SCPS, Cavalier Computers, Jordan Hall A/V, Cardiovascular Research Center, etc.). Orange Teams also helped reduce the number of available expenditure types by approximately 10%, by designing the process to identify and remove unused expenditure types. Additionally team members were involved in the design and creation of an enhanced BBA (budget balance available) report. This report pulls in revenue data from the general ledger as well as information on funds available in installments and/or funding that have not progressed to the budget level. For a Project-to-Date award, this new version should (at the revenue project level) mirror the cash report (note: this would *not* work for a Year-to-Date award). With the new report, an award manager can now know what funds might be available to them that are not yet reflected in the current BBA.

Next steps on initiatives that have transitioned to different groups:

- Investigation of additional budgeting tools and processes is now led by the Budget Office.
- PTD and YTD project reporting analysis is now being performed by the Decision Support Team within the Managerial Reporting Project, led by Mark Anderson (as part of the first reporting release) which will encompass the Use of Funds.
- Data definitions are being managed in Data Cookbook, with approval provided by functional area Executive Data Stewards. In support of the Use-of-Funds subject area, Finance and Business Operations terms are currently being defined and approved by Nicole Ferretti, George Stovall, Dave Boling, Michael Latsko, and Vonda Durrer.
- Use of data, including access and security, is now governed by the Data Strategy Committee, which is comprised primarily of Executive Data Stewards. The Committee has reviewed and approved the strategy for the Use-of-Funds subject area, and their recommendations have been ratified by the Managerial Reporting Executive Committee.

The discussions, observations, and recommendations that arose from the Orange Team work have also spurred a renewed interest in establishing a more dedicated process management and improvement group within the AVPF group; more details on that to follow from Melody Bianchetto.

The reporting software vendor selection process is now complete. Qlik is the University’s new reporting and data visualization tool, and Data Cookbook will manage our data definitions. These systems, and the transactional data sources (Oracle EBS, SIS, etc.) will all be integrated in a new data warehouse. Our primary tool for extracting, transforming and loading data into the warehouse is Informatica, which will also help us manage metadata and security. The warehouse model we are building focuses on the ability to join and traverse data sets from multiple source systems, while maintaining appropriate levels of access to data and security.

We are now building a firm foundation for the warehouse and reporting, and the Orange Teams (and many other individuals along the way) have been a critical to our success!
**Orange Team**

**Transition to**

**Data Governance Structure**

### Phase 1

- **May to September 2014**
  - Phase 1 teams worked on an analysis of as-is state and created recommendations around improvements.
  - "60 People/10 Groups/34 Recommendations"

### Phase 2

- **September 2014 to May 2015**
  - Phase 2 teams are working on further setting and implementing recommendations from Phase 1 teams.
  - "30 People/5 Groups/18 Improvements +PTAOE"
  - Prioritized and Moved Forward

- **Theme: Budget Process**
  - Responsibility and functional project management transferred to VP Budget and Management

### Phase 2 Teams Winding Down - New Work Transition to Data Governance Structure

- **PTAOE Collaboration Team**
  - Cross-Funding
  - Data Stewardship and Governance

- **Decision Support System Scope**
  - Theme: Data Stewardship and Governance
  - Team reduced the number of expenditure types. New governance tasks addressed through Data Stewardship Organization.

- **Team completed Phase 2 work by implementing installment reporting solution.**

### Data Governance Structure

- **Data Stewardship Organization**
  - 11 People + Subject Matter Experts Consulted As Needed

- As we design and build the new data warehouse and deploy new reporting and business intelligence tools, we will need a larger Data Stewardship organization that permeates the entire institution. While the entire organization will comprise many more people than the current Orange Teams, individual contributions will be staggered in conjunction with work on specific subject areas (group of similar concepts).

- The three tiers of the Stewardship organization are designed to ensure that for any given subject area we have representation from all levels of the organization. We expect that these subject area specific groups will typically persist for about three months at a time.

- The Stewardship organization will be responsible for defining all business terms for reporting, as well as determining when multiple similar but distinct terms will be required.

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**Information Technology**

- **IT AVPs & Directors**
  - Managerial Reporting
  - Data Stewardship Lead

- **IT Directors & Analysts**
  - Data Stewardship Analysts
  - Business Analysts

- **IT Functional & Technical Analysts**
  - University Data Stewards
  - HR, Finance, Student Affairs, etc.

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**Data Strategy Committee**

- Assess the sensitivity of data in each new subject area/fields and combinations.
- Enumerate all instances of external reporting which will use the data (e.g., State, etc.)
- Develop a framework for internal usage of the data
- Address any other legal or regulatory implications, as needed

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**PTD-YTD**

- Ensure that the BIA is being appropriately used by awards maintaining flexibility. Users able to determine budgeting tools are used.

- **Decision Support System Scope**
  - Theme: Process Improvement
  - Team completed Phase 2 work by implementing installment reporting solution.

- **Team currently not resourced.**

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**Right the First Time (Cost Transfers)**

- Automate and upload internal Service Provider (ISP) Cost Transfers
- Use time Card Process
- Add "Heison Codes" to Cost Transfers for better monitoring and training
- Reduce Cost Transfers to Team clearing accounts – Talion Remission
- Reduce Cost Transfers to split/shared costing, should be split at PO/rev
- Reduce the non-value added cost transfers
- IT Communications billing records