

The background features several overlapping, curved bands in shades of blue and green, creating a dynamic, wave-like effect. The bands are set against a white background.

WorkdayUpdate

MiraCosta College
Board of Trustees
February 13, 2020

WORKDAY UPDATE AGENDA

- **Activities Completed through January**
- **Upcoming activities**
- **Review of implementation schedule**
- **Upcoming training and timelines**
- **Budget update**



PROGRESS TO DATE

- **Generally, 70% of phase I project complete**
- **Activities complete through January**
 - › Build business process routing/approvals
 - › Data testing
 - › System configurations
 - › Integrations with other systems
 - › Create training materials
- **Upcoming Activities**
 - › Pre-production build and evaluation
 - › Testing
 - › Training
 - › Data conversion & validation
 - › Final production build
 - › Production support



IMPLEMENTATION SCHEDULE

MiraCosta College																				
Project Months	January				February				March				April				May			
First Monday of the Week	1/6	1/13	1/20	1/27	2/3	2/10	2/17	2/24	3/2	3/9	3/16	3/23	3/30	4/6	4/13	4/20	4/27	5/4	5/11	5/18
	1/10	1/17	1/24	1/31	2/7	2/14	2/21	2/28	3/6	3/13	3/20	3/27	4/3	4/10	4/17	4/24	5/1	5/8	5/15	5/22
Pre- Production Build & Validation																				
Testing (Payroll, Integrations, Reporting)																				
Training																				
Final Data Conversion & Validation																				

IMPLEMENTATION SCHEDULE (CONTINUED)

MiraCosta College																			
Project Months	May		June				July				August				September				
First Monday of the Week	5/25	6/1	6/8	6/15	6/22	6/29	7/6	7/13	7/20	7/27	8/3	8/10	8/17	8/24	8/31	9/7	9/14	9/21	9/28
	5/29	6/5	6/12	6/19	6/26	7/3	7/10	7/17	7/24	7/31	8/7	8/14	8/21	8/28	9/4	9/11	9/18	9/25	10/2
Training																			
Final Production Build																			
Production Support																			

TRAINING SCHEDULE

Waves	Date	Event	Audience	Training Curriculum
Wave 1	19-Feb	Specific Release	Ambassador Kitchell	Essentials 1 & 2
Wave 2	16-Mar 17-Mar 18-Mar	Professional Development week	Classified Employees	Essentials 1 & 2 <i>Condensed Version</i>
Wave 3	April	User Experience	Ambassador Extended Team	Essentials 1 & 2
Wave 4	May-June	End User Training	All Employees Faculty	Essentials 1 & 2
Wave 5	Aug-Sep	End User Training	All Employees Faculty	Essentials 1 & 2 Others as Needed

TRAINING COURSE EXAMPLES

Course Offerings	
Classroom	
•Workday Essentials 1	•Workday Essentials 2
On Demand Offering	
•Workday for Student Workers	•Workday for Cost Center Coordinators
•Workday for Managers and Supervisors	•Workday for Contingent Workers
	•Workday for Exec & Admin Assistants
Back Office Training	
•Workday for HR Professionals / Admins	•Workday for Accounting Professionals
•Workday for Security Administrators	•Workday for Procurement Professionals
•Workday for Benefits Professionals	•Workday for Payroll Professionals

BUDGET

Workday Project Implementation	Approved Budget
Workday License	\$ 1,626,1 97
Pre-Plan	219,903
Phase 1	4,580,932
Phase 2	193,280
Contingency	386,038
Total Workday License and Implementation Cost	\$ 7,006,350

- Budget and timeline approved by the board as of October 10, 2019 board meeting.
- On budget. No additional funding is needed.



QUESTIONS

