THE UNIVERSITY OF TENNESSEE HEALTH SCIENCE CENTER

Campus Wide Business Managers Meeting
September 26, 2023

Please sign the sign-in sheet or put your full name in the Zoom chat for HR128 credit

Agenda

- Mike Ebbs, Associate Vice Chancellor for Finance
  - New Employee Introductions
  - DASH Updates
- Jonathan Lawshe, Director Procurement Services
  - Preparing for DASH Procurement
- Chandra Alston, Vice Chancellor for Human Resources
  - Benefits Fair
  - Women's Resource Group partnership event for Dress for Success
  - Open Enrollment
  - DASH Updates

New Employee Introductions

Raaj Kurapati

Executive Vice Chancellor, Chief Operating and Financial Office

Melissa Norris

Executive Administrative Aide

Oracle DASH Update
Mike Ebbs

Agenda

- Timeline Update
- Chart of Account
  - Overview
  - IRIS to DASH example
- Other

Timeline

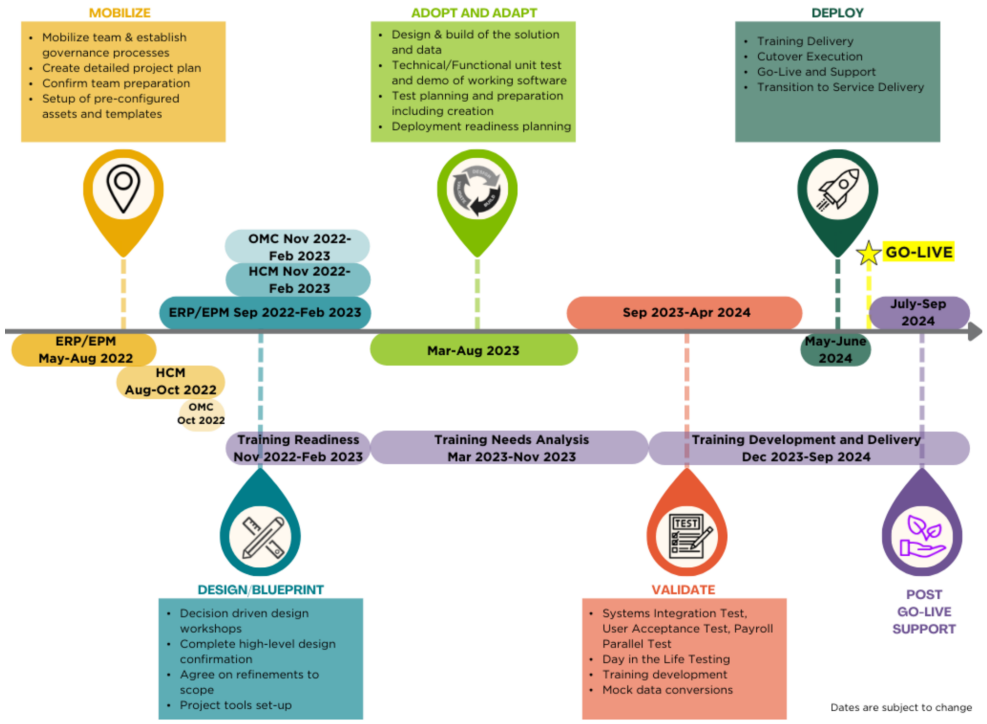

MOBILIZE
• Mobilize team & establish governance processes
• Create detailed project plan
• Confirm team preparation
• Setup of pre-configured assets and templates
ADOPT AND ADAPT
• Design & build of the solution and data
• Technical/Functional unit test and demo of working software
• Test planning and preparation including creation
• Deployment readiness planning
DEPLOY
• Training Delivery
• Cutover Execution
• Go-Live and Support
• Transition to Service Delivery
OMC Nov 2022-Feb 2023
HCM Nov 2022-Feb 2023
ERP/EPM Sep 2022-Feb 2023
Sep 2023-Apr 2024
GO-LIVE
July-Sep 2024
ERP/EPM May-Aug 2022
HCM Aug-Oct 2022
OMC Oct 2022
Mar-Aug 2023
May-June 2024
Training Readiness Nov 2022-Feb 2023
Training Needs Analysis Mar 2023-Nov 2023
Training Development and Delivery Dec 2023-Sep 2024
DESIGN/BLUEPRINT
• Decision driven design workshops
• Complete high-level design confirmation
• Agree on refinements to scope
• Project tools set-up
VALIDATE
• Systems Integration Test, User Acceptance Test, Payroll Parallel Test
• Day in the Life Testing
• Training development
• Mock data conversions
POST GO-LIVE SUPPORT
Dates are subject to change

Chart of Accounts

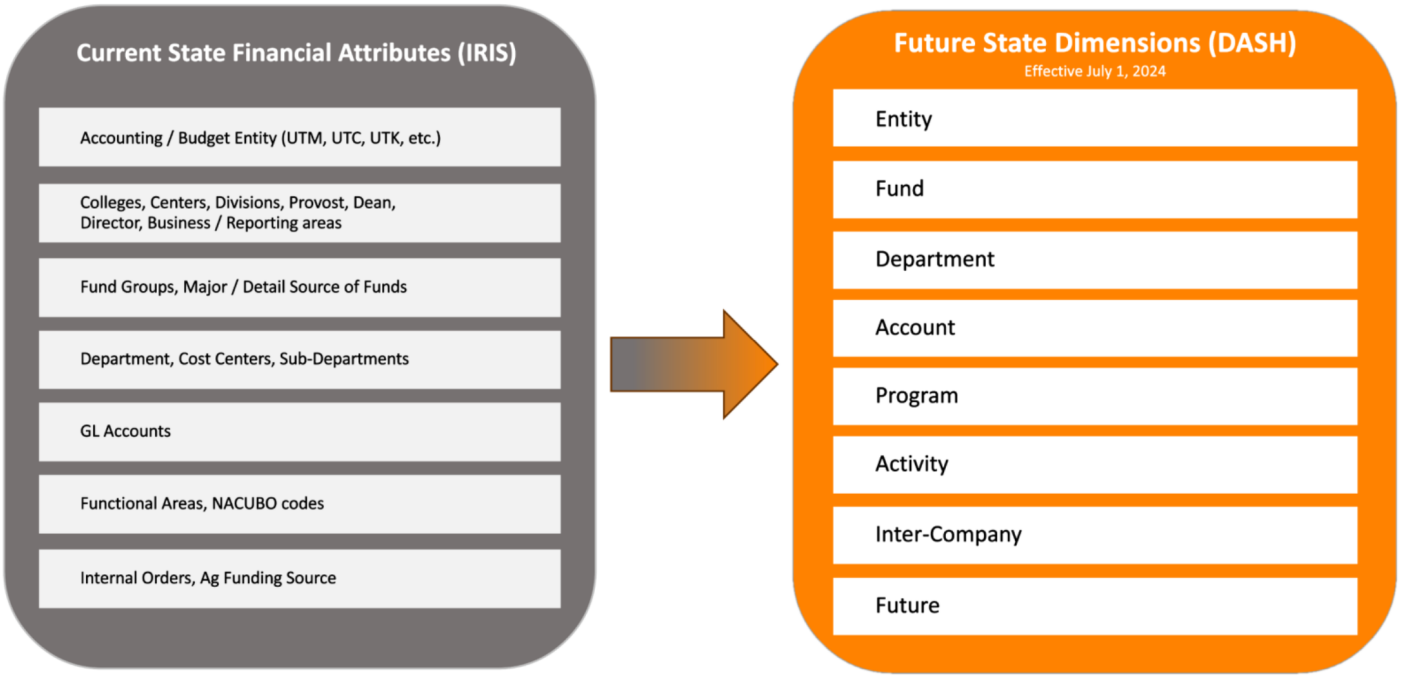
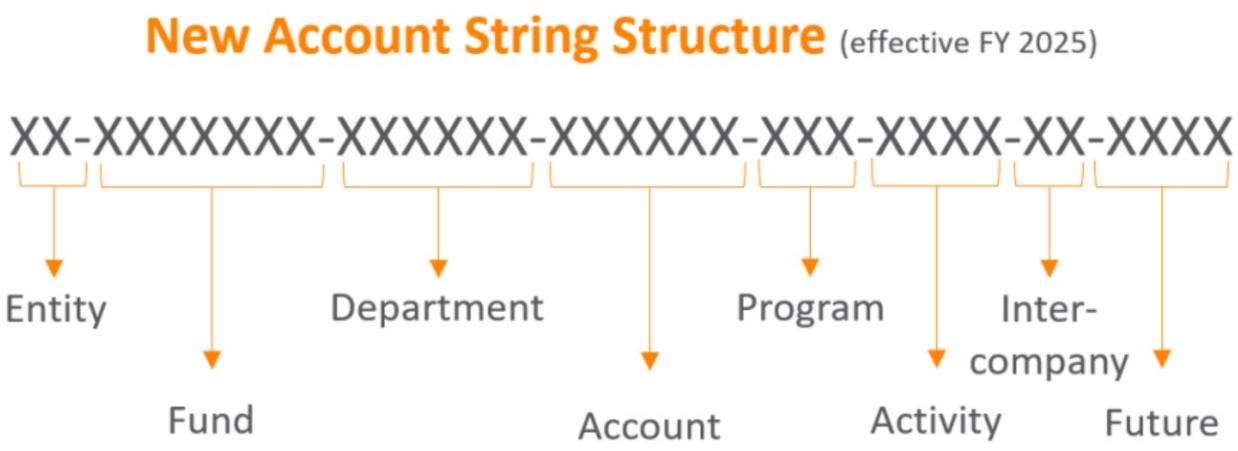


Chart of Accounts

DASH Segments	Entity	Fund	Department	Natural Account	Program	Activity	IC	Future
IRIS Attributes	Company Code	Fund	Department	GL Account	Functional Area	Ag Funding Source		
	Budget Entity	Source of Funds	Dean/Director	Commitment Item		Internal Order		
		Fund Groups	Reporting Areas	Cost Element		User GL Account		
	Business Area		Colleges	User GL Account		Sub-Departments		
			Funds Center					

Chart of Accounts



Composed of 8 dimensions, each detailed below
Total width of 34 alphanumeric characters
Effective July 1, 2024 (FY 2025)

Chart of Account Examples

IRIS		Oracle DASH							
Cost Center	GL Account	Entity	Fund	Department	GL Account	Program	Activity	IC	Future
E073005	439100	30	1100001	700604	539100	210	A001		
E073005048	439100	30	1100001	700604	539100	220	F048		
E073230	437500	30	1100001	700402	537500	210	A001		
E073025060	437500	30	1100001	700606	537500	240	D060		

Other

- Identify campus training coordinators
  - Finance
  - HR
  - OMC
  - IT
- Follow Friends of DASH SharePoint site
- Questions?

Procurement Services Updates

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Preparing for DASH

- Contacting Procurement
  - purchasing@uthsc.edu
- Contacting Accounts Payable
  - uthscap@uthsc.edu

Preparing for DASH

- Past due invoices
  - Contact person no longer with department/HSC
  - Department address is not correct
  - Incorrect vendor/remit used when processing the invoice for payment

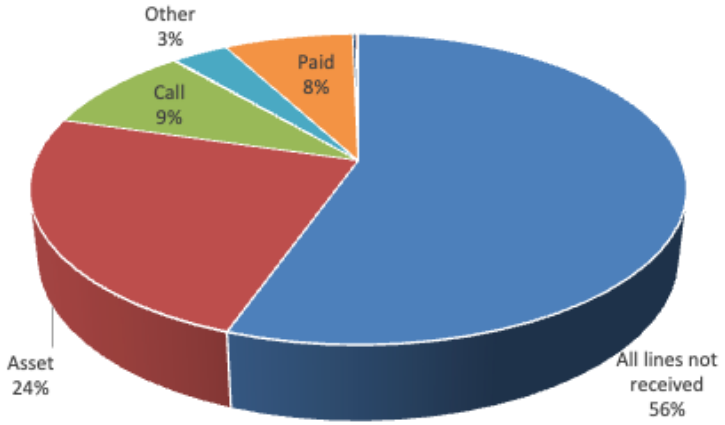
Preparing for DASH

- Market Place E-invoicing vendors
  - Must receive items in Market Place
  - Orders from E-invoicing vendors outside of Market Place

- Fisher Scientific past due invoices

Preparing for DASH

Reason Not Paid	Sum of Balance
Not Received	$52,418.87
Asset	$22,790.96
Call	$8,649.89
Other	$3,093.18
Paid	$7,484.27
Grand Total	**$94,437.17**



89% of the past due amount is HSC controllable.

Preparing for DASH

- Fiscal Policy and HSC Procedures
  - FI0705—Travel/F705 – Travel
  - FI0405—Procurement/F405 – Procurement
- Training
- GLCode 449500 – Sponsorships

Questions?

Human Resources Updates
Chandra Alston

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Benefits Fair

September 27
10:00 am – 1:00 pm
Madison Plaza Lobby

- Medical, Dental and Vision Plans
- Wellness and Nutrition
- Retirement and Life Insurance
- Giveaways!

THE FIRST 200 EMPLOYEES TO ATTEND WILL RECEIVE A UTHSC BACKPACK COOLER.

PARTICIPATING VENDORS INCLUDE:

Cigna. OPTUM™ eyeMed sharecare MetLife of Tennessee

Dress for Success Memphis Power Walk

Friday September 29, 2023

8:30 – 11:30 am

Student Alumni Center
Gymnasium

Theme: We are Smart, We are Strong, We are Powerful, We are Women!!! Power Walking to Empower Women!!!

women's resource group
UTHSC

ANNUAL OPEN ENROLLMENT PERIOD:

OCTOBER 1 - 13, 2023

Employees have two business weeks to make changes.

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HUMAN RESOURCES

Have Questions?

Contact the Benefits Office

Telephone: 901.448.5601

Email: mybenefits@uthsc.edu

DASH Updates

Next Meeting:
November 28, 2023
1:30 – 3:00 pm
GEB A104

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