

BUSINESS PROCESS CHANGES

What Does It Mean to Me?



Greater Detail and Transparency Associated with Transactions



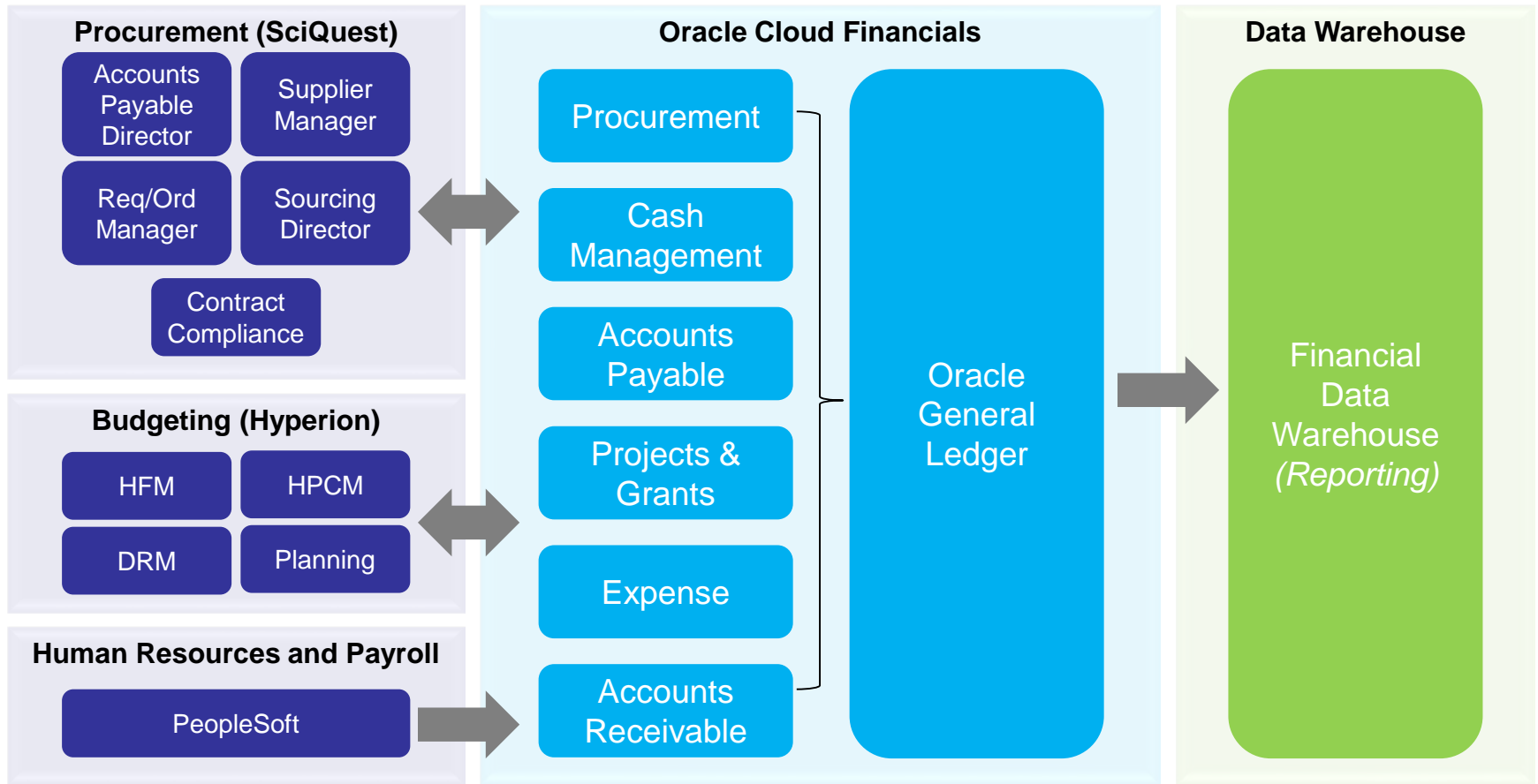
Greater Ability to Control Expenditures



Enhanced Reporting Capabilities

Administrative Information Systems

Financial, Procurement and Human Resources and Payroll Environment



NOTE: HFM (Hyperion Financial Management), HPCM (Hyperion Profitability and Cost Management), DRM (Data Relationship Management), Planning (Hyperion Planning)

Business Process Changes

Expense Entry (Expense Management, Procurement)

People and Process Implications

- Expenses can be entered directly online by employee, or delegate, via financial system (Oracle)
- Receipts can be uploaded electronically
- Student and non-employee expenses (i.e., patient refunds) will be processed in procurement system through check request (outside of expense process)



What It Means to Me...

- Ability to track and report on expenses
- Ability to enter expenses details via mobile device
- Pre-approval process within units may continue
- Retaining hard copy receipts is no longer required*
- Elimination of manual entry and scanning for Accounts Payable processors

**Units with designated exceptions will be required to retain hard copies of receipts*

Business Process Changes

Approve Expense Entry (Expense Management, Procurement)

People and Process Implications

- Expense reports are automatically routed for approval to the Project Approver (if applicable) and then Finance Approver
- Every employee will have a Finance Approver assigned in Oracle



What It Means to Me...

- System-driven workflow for expense approval; providing more timely approval of expenses and increased visibility of approval status
- Finance Approvers will receive more expense reports for approval

Business Process Changes Reporting and Analytics (All Projects)

People and Process Implications

- Real-time access to information as its posted to systems (Cloud, PeopleSoft, SciQuest, FDW)
- Self-service model – use of multiple tools to get information – less reliance on other people to provide information
- Information will be integrated? Or consolidated across units in Rutgers and RBHS
- Standard/rationalized data for consistency
- Discoverer (for RIAS data) and the Controller's Report Library (for Banner data) will be available for accessing historical data only.
- Eprint repository reports (RBHS) will no longer be available after go-live (only for historical data)



What It Means to Me...

- Ability to access real-time information
- Units will see other units' information
- Need to learn a set of tools to get information needed for managing and measuring the business
- Some report development tools will be available to certain users in the units depending on needs, while others will be a request to the Controller's Office