BUDGET MANAGER MEETING

MARCH 17, 2020
Agenda

• Welcome and Updates – Katrina Spencer

• COVID-19 Budget Impact Template – Katrina Spencer

• FY21 Budget Training Remaining Sessions – Murad Goziev

• Safety and Security Unit Presentation – Diane Ziarno

• FST Update – Geethanath Mari
## COVID-19 Budget Impact Template

### FINANCIAL IMPACT OF COVID-19

<table>
<thead>
<tr>
<th>Description of Impact</th>
<th>Loss of Income/ Incurred expense/ Savings Potential (in $)</th>
<th>Income Statement line</th>
<th>FY20 Spring Quarter Impact</th>
<th>Other FY20 Impact (June/Summer/EOY)</th>
<th>FY21 Impact (Fall Quarter)</th>
<th>Notes</th>
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**NOTE:** Please designate increased expenses and loss of revenue as a negative # and designate savings potential as a positive number.
FY21 Budget Training – Remaining Sessions

<table>
<thead>
<tr>
<th>Smartview</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>Session 4</td>
<td>March 18, 10:00 – 11:30 am</td>
<td>Zoom</td>
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</tbody>
</table>

Zoom invite is sent out to those who registered.
List of registered will be checked in the morning of the session.

<table>
<thead>
<tr>
<th>Open Session</th>
<th>Time</th>
<th>Location</th>
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<tr>
<td>Session 1</td>
<td>March 31, 10:00 – 11:30 am</td>
<td>Drexel, Room 146</td>
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<tr>
<td>Session 2</td>
<td>April 1, 2:00 – 3:30 am</td>
<td>Crerar, Room 007</td>
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<tr>
<td>Session 3</td>
<td>April 2, 2:00 – 3:30 pm</td>
<td>Crerar, Room 007</td>
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If we return to normal operations, session will be in classroom.
Otherwise, Zoom invite will be sent out to those who registered the day of session.
List of registered will be checked in the morning of the session.
MISSION

The Department of Safety & Security is dedicated to promoting a safe and secure environment in which knowledge may be freely and rigorously pursued.

To achieve this mission, we call upon our collective skills and expertise to provide an integrated safety program through collaborative partnerships, while adhering to our core values of:

RISE

RESPECT
Engage members of the diverse community with dignity and compassion

INTEGRITY
Perform our duties with an unwavering commitment to a code of honesty

SERVICE
Serve with creativity and competence, and actively contribute to the well-being of our community through the understanding of its needs, values, and goals

EXCELLENCE
Strive for the highest of standards in our work every day
WHO WE ARE

The Department of Safety & Security is comprised of these areas:

› Accountability and Clery Compliance
› Campus Safety
› Emergency Management and Communications
› Environmental Health and Safety
› Professional Standards and Training
› Protective Services
› Security and Law Enforcement Services
› Security Services
› Transportation & Parking Services
› University of Chicago Charter School Security
› University of Chicago Laboratory Schools Security
› University of Chicago Police Department
OUR COMMUNITY

The University of Chicago is located in the Hyde Park community on the south side of Chicago. The Department of Safety & Security serves Hyde Park and portions of neighboring communities such as Kenwood, North Kenwood, Oakland, and Woodlawn.
**BY THE NUMBERS**

| **962,181** | Rides on University-subsidized CTA buses |
| **1,158,434** | Rides on University shuttles |
| **500** | Community Members using cAlert |
| **407** | Hot Work Permits issued |
| **915** | Attendees for UCPD safety presentations or tabling events |
| **96,312** | Calls received to the Emergency Communications Center |
| **20,037** | Annual visitors parked in campus lots |
| **79%** | Of crimes against persons cleared by UCPD |
### BY THE NUMBERS

<table>
<thead>
<tr>
<th><strong>18,059</strong></th>
<th>UCPD community event participants</th>
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</thead>
<tbody>
<tr>
<td><strong>30</strong></td>
<td>Resiliency plans developed for vital business functions</td>
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<tr>
<td><strong>683</strong></td>
<td>Number of Safety Escorts provided</td>
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<tr>
<td><strong>174</strong></td>
<td>General fire and life safety building inspections and re-inspections on campus</td>
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<tr>
<td><strong>95%</strong></td>
<td>Occupational Health and Safety training compliance for Facilities Services Operations</td>
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<tr>
<td><strong>4440</strong></td>
<td>UChicago Safe App Users</td>
</tr>
<tr>
<td><strong>850</strong></td>
<td>University Affiliates that attended violent intruder safety training</td>
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</tbody>
</table>
In 2018, the Campus Safety Division launched the UChicago Safe app. This is a free app to quickly access safety information by the tap of an icon. The Campus Safety division and AppArmor have developed this app to provide information for emergencies and links to safety resources.

Some of the provided services are direct calling capabilities for the UCPD and CPD with the tap of an icon, mobile blue light, which sends your location and calls to UCPD simultaneously, friend walks and links to safety resources. The app also gives the user the ability to report a crime or speak to our dispatch center.

UChicago Safe provides information for emergencies and what to do in case of an emergency. Access to transportation information can be accessed on the app as well.

By the first quarter of 2019, the UChicago Safe app had over 4440 users.
The Office of Emergency Management worked with its campus partners to establish a framework for identifying and reunifying those displaced during an emergency and made recommendations to the community.

Emergency Management provided over twenty violent intruder safety presentations to over 850 students, faculty, staff, postdoctoral researchers, and community partners in 2018.

In addition, the Office of Emergency Management worked with University departments to achieve resilient business processes. Training was also made available to provide awareness for the University community. The department developed an online training course covering safety strategies available for any University stakeholder.
Transportation & Parking Services renegotiated the CTA contract in 2018 in an effort to streamline service based on ridership data, and improve cost efficiencies. In order to maintain cost efficiency into 2019 & 2020 a reduced hourly bus rate was established for the next 3 years.

The Regent’s Express Nightride Shuttle Route was implemented to improve existing East Route service which had become extremely crowded during rush periods. The Regents Express relieved some pressure put upon the East & Central Routes and continues to be a popular and well-utilized route.

Through analysis of consistently lower ridership on the South Route, Transportation & Parking Services determined the need to reduce the number of buses on the route at the beginning of service. Transportation & Parking is still able to provide the same service hours while reducing cost and increasing energy efficiency.
Financial Systems Transformation (FST)

Program Update

March 17, 2020
FST Scope

Financial Management
- Chart of Account Redesign
- General Ledger
- Endowment Accounting
- Fixed Assets
- Receivables
- Cash Management
- Treasury
- Payables
- Forecasting

Projects & Grants Management
- Project Costing
- Project Billing
- Grants Management

Budgeting & Planning
- Budgeting Planning

Supply Chain
- Procurement
- Sourcing
- Contracts
- Inventory Management

Asset Management
- Facilities Operations & Maintenance
- Space Utilization & Planning
- Property Management
- Construction Program Management

Operational & Analytical Reporting
FST Planned Go-Live – Wave# 1: July 2022

Financial Management
- Chart of Account Redesign
- General Ledger
- Endowment Accounting
- Fixed Assets
- Receivables
- Cash Management
- Treasury
- Payables
- Forecasting

Projects & Grants Management
- Project Costing
- Project Billing
- Grants Management

Budgeting & Planning
- Budgeting Planning

Supply Chain
- Procurement
- Sourcing
- Contracts
- Inventory Management

Asset Management
- Facilities Operations & Maintenance
- Space Utilization & Planning
- Property Management
- Construction Program Management
FST Planned Go-Live – Wave# 2: February 2023

Financial Management
- Chart of Account Redesign
- General Ledger
- Endowment Accounting
- Fixed Assets
- Receivables
- Cash Management
- Treasury
- Payables
- Forecasting

Projects & Grants Management
- Project Costing
- Project Billing
- Grants Management

Budgeting & Planning
- Budgeting Planning

Supply Chain
- Procurement
- Sourcing
- Contracts
- Inventory Management

Asset Management
- Facilities Operations & Maintenance
- Space Utilization & Planning
- Property Management
- Construction Program Management
Financial Management
- Chart of Account Redesign
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- Fixed Assets
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Projects & Grants Management
- Project Costing
- Project Billing
- Grants Management

Budgeting & Planning
- Budget Planning

Supply Chain
- Procurement
- Sourcing
- Contracts
- Inventory Management

Asset Management
- Facilities Operations & Maintenance
- Space Utilization & Planning
- Property Management
- Construction Program Management

FST Planned Go-Live – Wave# 3: Later part of 2023
FST Status

**Completed Activities**
- Kicked off the second phase of FST Pre-Implementation work on February 10
- Launched FST program website: fst.uchicago.edu
- Held 1:1 meetings with academic and administrative finance unit leaders across campus
- Conducted five campus open forums for faculty and staff (February 27 – March 5)

**In-Progress Activities**
- Conducting 38 of 44 Current State working group sessions (Targeting to complete current state analysis by March 20)
- Analyzing systems that are currently in use across the campus

**Upcoming Activities**
- Future State Sessions: March - May 2020
- Requirements Sessions: May 2020
- Systems Rationalization and Disposition: March thru May 2020
- Second round of open forums for faculty and staff: Late Spring / Early Summer
**Pre-Implementation Working Groups Approach**

**Current State**
- February - March 2020
- Core Group: Develop
- Extended Group: Validate / Refine

**Future State**
- March – May 2020
- Core Group: Develop
- Extended Group: Validate / Refine

**Requirements**
- May 2020
- Core Group: Develop
- Extended Group: Validate / Refine

**Process Owners Accept:**
- Current state documentation including pain points and opportunities for improvement
- Future State process flows
- Requirements that will inform software and implementation partner selection
# FST Timeline

<table>
<thead>
<tr>
<th>2020</th>
<th>2021 Jan-Dec</th>
<th>2022 Jan-Jun</th>
<th>2022 Jul-Dec</th>
<th>2023 Jan-Dec</th>
<th>2024 Jan</th>
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<td>May</td>
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<tr>
<td>Jun</td>
<td>Choose software and implementation partner</td>
<td>University Wave 1 (Financials, Supply Chain, Projects and Grants)</td>
<td>University Waves 2 and 3 (Budgeting and Asset Mgmt)</td>
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<td>Jul</td>
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<td>Aug-Oct</td>
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<td>Nov</td>
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<td>Dec</td>
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**Intersection Points**

- Future State Design and Requirements
- RFP 1 (App)
- RFP 2 (SI)

**Current State**

- University Wave 1 (Financials, Supply Chain, Projects and Grants)

**Future State**

- University Waves 2 and 3 (Budgeting and Asset Mgmt)

**UCM Implementation (Wave definition/ duration TBD)**

*Current date estimates

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*University | University & UCM | University of Chicago Medicine*
Q & A

Themes of frequently asked questions:

What current systems will be impacted and/or replaced by the new one?

How will the Chart of Accounts change and why?

What is the process for switching from the old system to the new one, especially in terms of data conversion?

What training will be provided for staff and faculty on the new system? When will training happen?
Themes of frequently asked questions:

Will I still have access to my historical data?

Will I have real-time access to all of my accounts and transactions?

Will I be able to do flexible, real-time reporting on my grants?

How will the system handle international wire transfers and payments in foreign currencies?
Questions?

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Website: fst.uchicago.edu