

Finance System Leadership Group Meeting Minutes
Skype/Lync Meeting
July 28, 2020

- Finance Upgrade to PS 9.2
 - Upgrade is in progress, the time frame for initial passes is approximately six months. The upgrade could not start until after the Tools upgrade to 8.57 at the end of April. The DBA's began the initial pass, which is to make a copy of production and begin the pre-upgrade steps.
 - The first critical step is to identify all UH customization to be retained during the upgrade, which is complete.
 - Data conversion will begin soon, possibly this week.
 - The initial pass is expected to be completed in October or November.
 - The next step is to build the DEV environment and developers to retrofit customizations to delivered functionality, which will take three or four months, to about February or March.
 - Testing should begin in April and complete in June or July.
 - Timeframe is still on track for next August.
- Chartfield 2 Activation Discussion
 - Chartfield 2 is a potential solution to the need to track cost-sharing.
 - Current issues are that the existing environments have old data and will not have the patches currently being applied.
 - All environments will be patched and updated in approximately September.
 - Accounting and DOR will both need to test; Accounting would need to delay testing until November due to year end.
 - DOR will begin basic testing and identification of business process needs in September after databases are refreshed and chartfield configuration is run to turn on chartfield2.
 - Accounting, Accounts Payable, Purchasing, and DOR will work together on full testing and business process development in November, after year end.
- Oracle Patches
 - Patches are received and applied quarterly. However, the last quarter was skipped due to the Tools Upgrade. The team will be applying the new patches to the DEV environment tomorrow. FS91TST will be refreshed and patch applied August 17th-18th with a go live date of September 13th for application to production.
 - Once patched in production, non-production environments (sandbox, sandbox2) will be updated.
- Duo Two Factor implementation
 - IT is actively working on implementing Duo Two Factor authentication to critical system.
 - This is to help eliminate phishing attempts and hacking of accounts by requiring two factors at login – something you know (password) and something you have (cell phone app, phone call, text message that gives you a secondary code).
 - The easiest way for this to work with the application is via a smart phone, but people can also receive codes by:
 - a text message; this has a cost

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- a phone call can be made to a land line or cell phone; this has a cost
 - physical tokens can also be used to obtain a code; these have a cost per physical token.
- in the event user does not have direct access to a phone/token, they will need to contact the help desk. Duo does not support emails for the second factor. This is mandated to be in place by August 31st
- Phase 1 roll out for UH will be for Access UH.
- Frequency of two factor authentication requirement, with same machine and browser and cookies, for UH is being discussed.
 - “remember me” policies can be defined by application, but only work for applications with a web interface.
- Communications will be sent out to users, and users will be required to use two-factor authentication for Access UH.
- The PeopleSoft portal will not be removed; Duo will be added in the future. There is currently a bug with adding Duo, and a case is open with Oracle.
- Vendor Management System
 - System will be “PaymentWorks”
 - A kick off meeting was held in July to discuss the system and provide UHS with questionnaires on how the current vendor setup process works.
 - Next meeting, to begin planning the implementation, is in August.
 - The system will:
 - Allow departments to invite vendors to set themselves up as Vendors
 - All vendor forms will be done in a web interface instead of by fax
 - Departments can monitor vendor status and see if vendors submitted their information, if the information was accepted
 - Vendor Management System does a variety of validations and verification on business names, taxpayer ID, and banking information before sending the vendor to Accounts Payable for approval.
 - Vendors will be responsible for all changes to information such as addresses and banking.
 - DOR would like to look at using the same system for sponsors to confirm debarment and suspension.
- Late Payment Interest Functionality
 - Changes being made for compliance due to SAO audit and review of statutes
 - Late Payment Interest suppression on sponsored projects will be turned off, and a modification is being developed to allow the calculation but post the charge as a liability. Departments will be responsible for reallocating the liabilities to expense in non-grant cost centers.
 - Late Payment Interest reason codes are being updated for compliance, and some codes will require additional support.