Enterprise Asset Management Updates

March 4, 2019

The purpose of this document is to be a tool for you and your team(s) to successfully prepare for and make changes related to the Enterprise Asset Management (EAM) project.

This document is a summary of important things to know about the EAM project, information to share with your team about the project, and follow-up actions you can take. The things to know are at a minimum items that, as a supervisor, will keep you informed about EAM. The things to share is something you can do to improve awareness and improve employee readiness for upcoming changes. The last column, things to do, is designed to give you some tangible actions you can take to support the project and increase preparedness for change.

<table>
<thead>
<tr>
<th>THINGS TO KNOW</th>
<th>THINGS TO SHARE</th>
<th>THINGS TO DO</th>
</tr>
</thead>
<tbody>
<tr>
<td>● The EAM project timeline is under review.</td>
<td>● Kronos timekeeping for specific U Services groups is live as of March 4.</td>
<td>● Check out the 1-pager about <a href="#">What is Changing for Energy Management and Sustainability</a> on the EAM Website.</td>
</tr>
<tr>
<td>● The EAM team is beginning site visits to system campuses, beginning with Duluth on March 18.</td>
<td>Refer to your email for more information.</td>
<td>● Include EAM as a topic in your next team meeting.</td>
</tr>
<tr>
<td>● At the end of the month, watch for the EAM newsletter.</td>
<td>● Cross-functional, SIT and UAT Testing is getting pushed back.</td>
<td>● Watch the EAM Sneak Peek video, being published by March 15. A link will be provided on the EAM website.</td>
</tr>
<tr>
<td></td>
<td>○ Cross-functional (process testing by the project team) is scheduled to begin May 6.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● The EAM project timeline is under review. More information will be coming once the review is final and decisions are made about any schedule changes.</td>
<td></td>
</tr>
</tbody>
</table>
Talking Points

KNOW

The EAM project timeline is under review.
The Cross-Functional review will begin on May 6, 2019 instead of March 11, 2019.

This change was made to accommodate the Administrative Support workstream and the importance of completing their testing of General Ledger (GL) functionality. It also allows other workstreams to test GL impact on respective requirements. This will have an impact on the overall schedule for the project.

The EAM team is working on defining the level of effort still required to have a successful Go Live. From there, and with other considerations, a date will be set. More information will be shared once it is known and finalized.

The EAM team is beginning site visits to system campuses, beginning with Duluth on March 18.
The TRIRIGA system is approximately 95% configured. The team is beginning to pull together demos and has more information about what the new system means for all system campuses.

At the end of the month, watch for the EAM newsletter.
Currently, the EAM newsletter is distributed once every other month. In the month of March, the newsletter will go out on March 19. If you or your team are not receiving the newsletter, please contact Laura Lewandowski (lewandol@umn.edu) or the EAM inbox (EAMteam@umn.edu) and provide names and email addresses for those to be added.

SHARE

Kronos timekeeping for specific U Services groups is live as of March 4.

Groups moving to Kronos this month include:

- Office of the Vice President
- Finance and Strategy
- Human Resources
- Information Technology
- Capital Project Management
- University Health and Safety
- Building Code Department

DATE: March 4, 2019
AUDIENCE: Campus Operations Managers and Supervisors
The EAM Cross-functional, SIT and UAT testing will be pushed back. There will be a change to the project schedule of approximately nine weeks. The Cross-Functional review will begin on May 6, 2019 instead of March 11, 2019.

This change was made to accommodate the Administrative Support workstream and the importance of completing their testing of GL functionality. It also allows other workstreams to test GL impact on respective requirements. This will have an impact on the overall schedule for the project.

DO

Check out the 1-pager about What is Changing for Energy Management and Sustainability on the EAM Website. Go to the EAM website and see the “Project Updates” section for a quick link to the Single page document outlining what is changing for those interacting with Energy Management and Sustainability. Or, click HERE.

Help promote and share messages about EAM with teams and reinforce the importance to the way the University will operate in the future. Teams look to their leaders for how to respond. During change, it is important to be transparent, but also to lead your team through change and remind them of what it means for the University and them in the long run. Having the ability to plan schedules, take advantage of improved asset tracking and understanding the real cost of doing business will help the University manage costs and use our assets more effectively.