

**From:** Furr, Tim L  
**Sent:** Monday, January 30, 2023 8:38 AM  
**To:** SCTCC-Campus-Staff; SCTCC-Campus-Faculty  
**Subject:** FW: Update: NextGen | UpNext Newsletter: January 2023

Hello,

Sharing the January 2023 Nextgen Newsletter.

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A member of Minnesota State

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**From:** Minnesota State NextGen <[NextGen@public.minnstate.edu](mailto:NextGen@public.minnstate.edu)>  
**Sent:** Friday, January 27, 2023 4:21 PM  
**To:** Furr, Tim L <[tim.furr@sctcc.edu](mailto:tim.furr@sctcc.edu)>  
**Subject:** Update: NextGen | UpNext Newsletter: January 2023



**MINNESOTA STATE**  
NextGen

# UpNext Newsletter

January 2023

*Please note, this is an updated version of the previously published January UpNext Newsletter. This version includes the link to the recording of the January 25 Workday Wednesday session and clarifications to the internal job application process.*

## NextGen: 2023 Outlook

The NextGen project is off to a strong start, and the outlook for 2023 is exciting! As we build on the accomplishments achieved in 2022 and continue the momentum to achieve project goals on the horizon, the project team looks forward to delivering on more key milestones and activities. In 2023, the project team will continue its in-person and virtual engagement efforts through institution visits, town halls, and Workday Wednesdays, all of which are fundamental to building Workday knowledge among users in preparation for go-live.

In the coming months, the project team will conclude negotiations currently in progress, finalize the new proposed timeline, and share the new go-live date with users. The project team will synthesize valuable feedback received from institutions, which will help inform business process configurations in Workday, identify unique challenges, and create standardized processes across the system. Throughout the implementation, continued commitment to partnering with the colleges and universities remain a critical focus, and connecting with campuses through workshops, testing, and other activities that offer users the opportunity to see Workday in action and engage with the project team continue to be a priority in the new year. Thank you for your support and collaboration as we work together across the entire Minnesota State system towards a successful Workday implementation.

## Finance Feature: Bank Reconciliation

Workday offers a new process for Bank Reconciliation that is more efficient and user-friendly, allowing for automatic processing of transactions and for users to choose when Bank Reconciliation is completed. Bank Reconciliation can be done daily, weekly, or monthly, all based on what the institution prefers.

There are four different steps to complete Bank Reconciliation in Workday:

1. **Auto Reconciliation** compares reference IDs in Workday against those that come through the bank integrations, matching up the IDs automatically.
2. **First Notice Rules** evaluate information from the bank that is not in Workday, such as interest and banking fees.

3. **Managing Exceptions** is where the transactions that are still unreconciled after the first two steps are reviewed.
4. **Manual Reconciliation** is where users look at two columns of data, one from Workday and one from the bank to identify differences.

To learn more, please join us for the upcoming Workday Wednesday on Bank Reconciliation on February 1<sup>st</sup> at 3:00 p.m.

[Join the Session On Zoom](#)

## Human Capital Management Feature: Applying to Positions Internally

Currently, Minnesota State employees apply for other jobs in Minnesota State through institution-specific sites and the State of Minnesota careers site. In Workday, users are offered a streamlined way to apply to a position internally where Minnesota State employees will apply for jobs by logging into their Workday account and submitting an application through their employee portal. To learn more and see a demo of the new process, view the recording of the Applying to Positions Internally Workday Wednesday.

[View the Recording on Applying to a Position Internally](#)



Save the date for the  
next Workday Wednesday!

February 1, 2023, at 3:00 p.m. CST

*Bank Reconciliation*

[Join the Session on Zoom](#)

Looking for past Workday Wednesday content? Find it on  
Friends of NextGen!

Did you miss a Workday Wednesday, or want to refresh your memory on topics covered in a prior session? If so, look no further than the Friends of NextGen site where an archive of past Workday Wednesday recordings, as well as Questions and Responses, is available as a resource for you.

The first session of 2023 focused on new functionality in Workday to manage Grants.

- [View the Recording of the session on Grants](#)
- [Read Questions and Responses of the session on Grants](#)

[View the Workday Wednesday Archive](#)

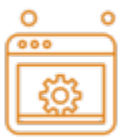
## Word on Workday

*Workday - like any new technology - comes with different terminology that may be new to Minnesota State. The NextGen Project Team is here to help clarify some of these definitions for you.*

### Award Schedule

An Award Schedule is the defined calendar schedule for a grant or award's particular program year.

*ISRS Related Terminology:* In ISRS, the grant begin and end dates defined the timeframe or schedule for a particular grant or award.



### Friends of NextGen updates

Check out how HCM and Finance are progressing in the most recent updates on [Friends of NextGen!](#)

**Monthly updates by functional area:**



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