

BG@100 Project History

What is the BG@100 Project?

The BG@100 Project was established to manage the implementation of the University's new ERP system. The Project entails migrating the University from the aging legacy systems to the Oracle/PeopleSoft applications. The BG@100 Project Office is charged with implementing PeopleSoft Human Capital Management (HCM), Financial Management Solution (FMS) and Student Administration over a five-year period.

ERP – Enterprise Resource Planning – ERP deals with the integration of all data and processing within an organization into a unified system. ERP systems help with information integration, process efficiency, managerial decision making, cost reduction, accuracy, and information accessibility.

Chronological view of the BG@100 Project

February through April 2003:

BGSU initiated a comprehensive, [cross-functional review of the administrative systems](#) environment. The review included: Human Resources System, Financial Reporting System, Student Information System, and Alumni/Development System. 257 individuals from the university community participated in web-based forums to review the current administrative systems and to identify requirements of a new system. Bearing Point led this effort using the DecisionDirector tool.

August through September 2003:

Validation Teams were created to review the [information captured](#). This information was then used in the creation of an [RFP](#) (Request for Proposal) that contained 6,390 functional and technical requirements and 145 demonstration scripts. The RFP was released to the vendors in September 2003.

October through December 2003:

Vendor [responses](#) to the RFP were reviewed and vendors were invited to BGSU to [demonstrate their systems](#).

January through March 2004:

After evaluating the vendor responses and demonstration, the PeopleSoft product was selected for implementation at BGSU. Development of plans for implementing Human Resources and Payroll began.

The [core project team](#) for the HCM (Human Capital Management) implementation was named. The initial PeopleSoft HCM test systems were installed. The project was given its official name “BG@100” and the BG@100 Executive Steering Committee ([ESC](#)) was formed. The project team completed Fit-Gap and Project Scope planning. The ESC completed the [Executive Strategic Outline](#) for the project.

April 2004 through May 2005:

The project team worked on the [HCM implementation project](#) and prepared the system for the BGSU community.

June 2005:

On June 27, 2005 HCM [went live](#) at BGSU.

August 2005:

The [core project team](#) for the FMS (Financial Management System) implementation was named. FMS will replace the AFIN system.

September 2005 through January 2007:

The project team worked on the [FMS implementation project](#) and prepared the system for the BGSU community.

February 2007:

On February 5, 2007 FMS [went live](#) at BGSU.

November 2006 through Today:

The project team is working on the [Student Administration](#) implementation project and prepared the system for the BGSU community. The Student Administration application is made up of 7 [primary modules](#).

How is the BG@100 Office Structured?

The **Executive Steering Committee (ESC)** is the governing body over the project, consisting of business and technology stakeholders with full authority to make decisions on issues regarding resource funding, project scheduling and system functionality. The Steering Committee is also responsible for: reviewing project status; expediting critical path issues; ensuring business needs were satisfied; resolving inter-departmental and vendor issues; and providing direction to the project team on business priorities, design issues and scope considerations. The ESC is also the approving authority for any [customizations](#) applied to the PeopleSoft system by BGSU.

The **Project Sponsor** has the primary accountability for the success of the project. The Project Sponsor is responsible for driving the project from a business perspective and for controlling the project funding.

The **Project Director** is responsible for providing guidance and direction to the [project team](#). The Project Director and Manager are jointly responsible for identifying and resolving issues and project risks, maintaining relations with the Project Sponsor, and project communications. They are also responsible for controlling the project scope and identifying any deviation from the plan. These individuals ensure an appropriate level of leadership and direction by providing primary contact points for decision-making on a day-to-day basis. The Project Director's primary focus is interaction with the organization outside the team.

The **Project Manager** is responsible for providing day-to-day direction to the project team on business and technical issues. The Project Manager and Director are jointly responsible for identifying and resolving issues and project risks, maintaining relations with the Project Sponsor, and project communications. They are also responsible for controlling the project scope and identifying any deviation from the plan. These individuals ensure an appropriate level of leadership and direction by providing primary contact points for decision-making on a day-to-day basis. The Project Manager's primary focus is interactions within the team.

The **Communication Specialist** is responsible for developing the communication plan along with monitoring and supporting project communication requirements, including updating the web-site and composing messages for [planned communications](#).

The **Functional Project Team** is comprised of the following roles:

- **Functional Team Leads** are responsible and accountable for the definition and implementation of the modules being implemented.
- **Subject Matter Experts/End Users** provide critical insights into the benefits and technical requirements of the applications. These individuals are resources to the team, providing best practice information in their areas of specialization.
- **Functional Consultants** provide guidance for the definition and implementation of the modules being implemented.
- **Trainers** develop and conduct end-user training.

The **Technical Project Team** is comprised of the following roles:

- **Systems Architect** ensures that the PeopleSoft architecture conforms to BGSU standards and directives. Additionally, the Systems Architect is responsible for server administration, performance testing and tuning.
- **System Support Lead** is responsible for securing appropriate technical resources for the project and for providing design and technical process expertise to the team.
- **Interface Lead** is responsible for overseeing the development of all interfaces with the PeopleSoft system. Included are developing the interface strategies; interface design, development and testing; scheduling resources; and, coordinating testing with external entities.
- **Conversion Lead** is responsible for data conversion and coordinating data cleansing.
- **Reports Lead** is responsible for developing the reporting strategy and assigning reports development work. The Reports Lead will also code and test reports.
- **Testing Lead** is responsible for developing the testing strategy and assigning testing tasks.
- **Developers** are system designers and programmers responsible for development of application customization, interfaces and reports.
- **Database Administrator** is responsible for maintaining various instances of the PeopleSoft database, regular backups, system upgrades, etc.
- **System Security Specialist** is responsible for security access to the application resources.
- **Help Desk Personnel** provide user support after the production cutover.
- **Portal Specialist** develops the integration between the application pagelets and the portal.