



# Questica Budgeting Software

**12/5/22 Admin Affairs Leadership**

**2/23/23 President's Cabinet**

**2/28/23 Academic Affairs**

**3/1/23 Student Affairs**

**3/21/23 IT&IP**

**5/1/23 Advancement**



# Agenda

- **Current Challenges**
- **Project Goals**
- **Learn from Other CSUs**
- **Project Timeline**

# Our Challenge

Budgeting for our largest expense –  
**humans** – is still managed  
with spreadsheets

# Current Challenges

## Position Management

Decentralized decision making at the department level, but centralized planning and reporting at the Budget Office



## Precision

Excel-based budgeting lacks precision for expenses like benefits & taxes

## Business Continuity

No central system to collect position budgets; employee turnover means loss of data

## Accountability & Transparency

Budgeting with spreadsheets does not provide transparency and accountability

## Financial Analyses

Very difficult to do what-if scenarios or parse information using different criteria

# Project Goals

## POSITION MGMT



Supports granular position budgeting and benefits costing with scenario modeling

## FORECASTING



Multi-year scenario planning with robust comparative analysis and both standard and custom reporting

## INTEGRATION



Integration capability to feed budget and receive actuals from PeopleSoft CFS

## WORKFLOW



Allows for budget preparation, approval, and submission via automated workflow

# Questica

- Designed for public sector budgeting
- Position management is the key product feature
- Allows for granular position budget tracking
- 11 CSU campuses have implemented Questica since 2018



# Evolve Our Process



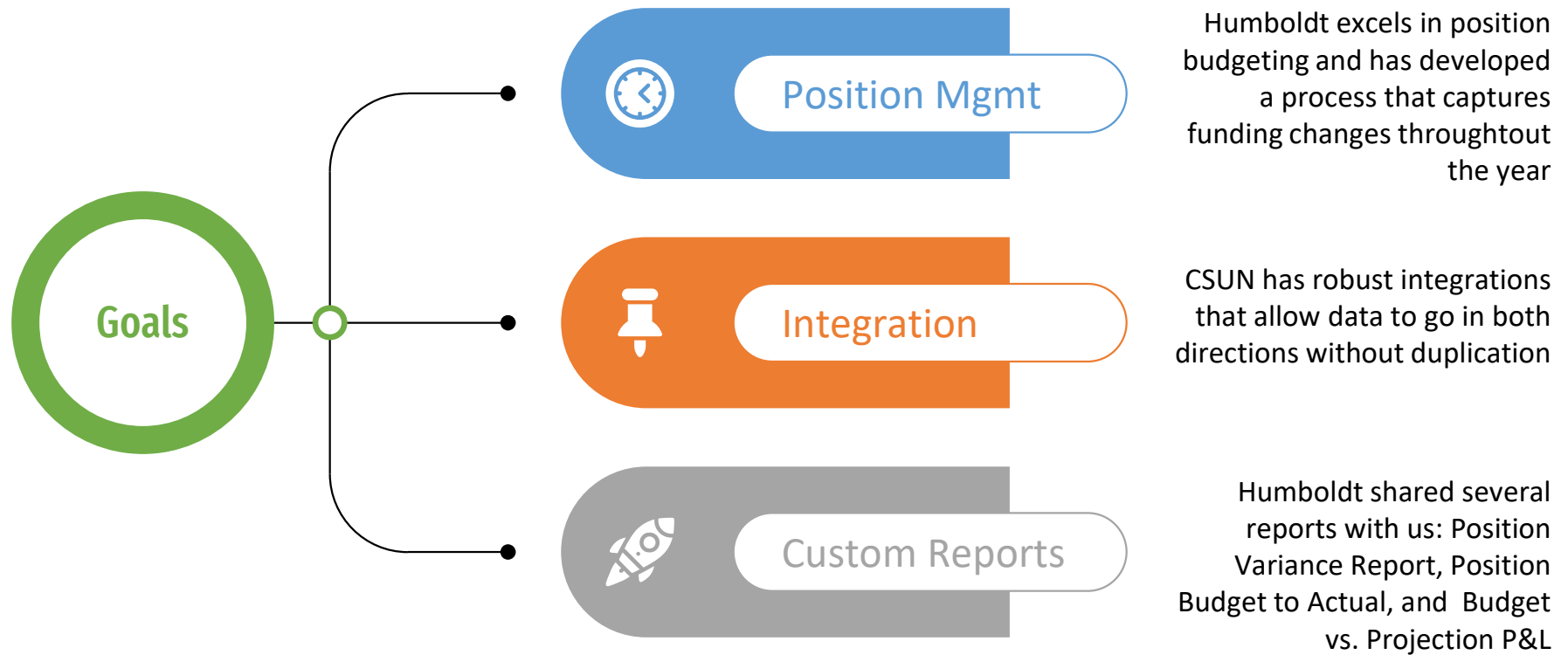
Our budget development process has remained largely the same for the last 15 years



But our institutional needs for resource management, data-driven decisions, accountability, and transparency have shifted drastically

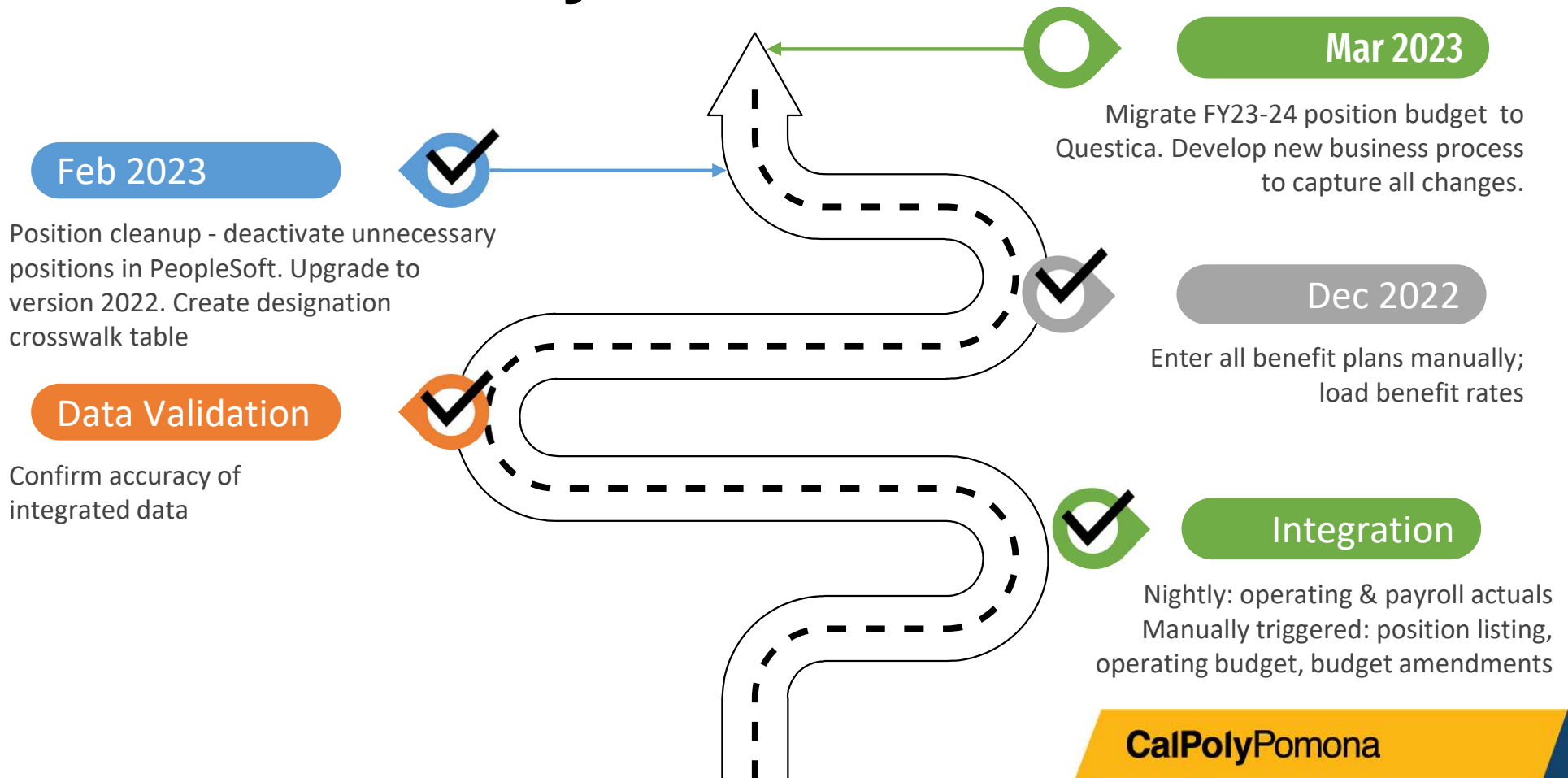


# Learn from Other CSUs





# Project Timeline



## **Position Control**

**Unfunded positions have been removed  
from the inventory**

**Divisions will have a list of inactive  
positions to reference**

# Questica OnePager

January 9, 2023 – VP Trinidad

# Questica OnePager

1/9/2023

## Recently Completed

- Completed health, dental, OASDI, Medicare, and CalPERS modifiers
- Resolved budget duplication issue triggered by TAPP vs. non-TAPP plans
- FICA modifiers



## Coming Soon

- 2022 version upgrade
- Position cleanup – deactivate unused positions
- Position budget migration to Questica
- Develop business process for perpetual position budget
- Learn the capital module
- Benefits monthly allocation



## In Progress

- Enter LTD; review vision and Flex Cash
- Load new 2023 rates for all plans
- Set look-back period for integration (actuals within this period will be replaced)
- Class code designation



## Risks

- BPA analysts still have steep learning curves
- Single sign-on down since Thanksgiving; meeting scheduled for Jan 23



# Questica OnePager

January 24, 2023 – VP Trinidad

# Questica OnePager

2/16/2023

## Recently Completed

- Completed all modifiers
- 2022 version upgrade
- Position cleanup—deactivate unused positions
- Position budget files shared with divisions



## Coming Soon

- Prelim position budget in Questica, 3/9
- Final position budget updated in Questica, July?
- Develop business process for perpetual position budget (assess pros and cons for manual vs. automated)
- Learn the capital module
- Benefits monthly allocation



## In Progress

- Load new 2023 rates for all plans
- Class code designation (pending review)
- Position budget migration to Questica (need to resolve test company integration issues first)



## Risks

- BPA analysts still have steep learning curves
- Single sign-on down since Thanksgiving; meeting scheduled for Jan 23 (issued resolved early Feb)



A large, stylized graphic on the left side of the slide. It consists of several overlapping triangles in shades of blue, green, and yellow, forming a shape that resembles a stylized 'P' or a compass rose. The text 'Cal Poly Pomona' is positioned to the left of this graphic.

**CalPoly**  
Pomona

# Questica OnePager

February 21, 2023 – VP Trinidad

# Questica OnePager

2/21/2023

## Recently Completed

- Completed all modifiers
- Resolved budget duplication issue triggered by TAPP vs. non-TAPP plans
- 2022 version upgrade
- Position cleanup—deactivate unused positions by 1/27 & sent templates to divisions



## Coming Soon

- Prelim position budget in Questica, 3/9
- Final position budget updated in Questica, July?
- Develop business process for perpetual position budget
- Learn the capital module
- Benefits monthly allocation



## In Progress

- Load new 2023 rates for all plans
- Class code designation (pending review)
- Position budget migration to Questica (test company integration pending)
- Scheduled training for the BPA team 2/17 & 3/3



## Risks

- BPA analysts still have steep learning curves
- Single sign-on down since Thanksgiving; meeting scheduled for Jan 23 (resolved early Feb.)
- Decline in service level (longer response times) after implementation





# Thank you

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