August 21, 2009

The following is an update of the CUNYfirst Project. Please share with colleagues you believe will be interested in its content.

CUNYfirst is Live! - HR, General Ledger, Line Item Budgeting, Course Catalog

- *Working in HCM – Human Capital Management*

With school starting soon and staff returning for the Fall term, it's a busy, busy time in our Human Resources offices. In addition to continuing to adopt and use the new HR tools in CUNYfirst, our teams are working toward mastering the applications they are using to hire and administer all of our personnel records.

This week, HR teams took part in a workshop focused on the Chancellor's Report. A check of transactions processed in CUNYfirst showed that there are continuing questions on how to define some of the HR actions for an employee's status. This session allowed the HR community to share their experiences and support each other to help create an accurate and complete Chancellor's Report, which will be created for the first time in CUNYfirst in September.

The next step for using the new tools comes soon as colleges will begin working creating, posting and hiring open positions in the new recruiting tool – the Talent Acquisition Management (TAM) module. We'll work through that process a few campuses at a time so we can learn the issues associated with its usage.

Also ahead for HR is the Users Acceptance Testing (UAT) for the next rollout, scheduled to go live in October – Daily Transaction Report, working with Artiba, which is how we publicize position openings, and Mass Salary Update.

- *Faculty Workload*

The CUNYfirst Core Team will host an online meeting this coming Tuesday, August 25 with the University's Faculty Workload and Institutional Research community to discuss role definitions and upcoming training. The goal is to explain how training will be delivered and their role in that. The Core Team has requested of the Workload Coordinators a list of four individuals at their campus who play a key role in the calculation of faculty workload and report creation. That will begin to help us begin the crucial task of matching individuals to the roles they will perform in the new faculty workload application.

- *Training*

September General Ledger, HCM and Budgeting classes have been added to the Enterprise Learning Management (ELM) system and users should check in to see if classes they need or want have been added to the schedule. Our Training team is beginning to create the classes and schedules for Manager Self Service (MSS).   Memos and reminders will be sent soon to invite managers and supervisors for their training at the Borough Training Centers.

- ***Campus Solutions – Users Acceptance Testing (UAT)***

UAT test script writing is proceeding on schedule. We are very thankful at this time of year for the time given by our college Subject Matter Experts who are concentrating on review of drafted scripts. A large portion of the preparatory tasks are proceeding as well with the assistance of graduate students from Baruch's Zicklin School of Business. We are very appreciative of their efforts to help testing move forward at a time when our campuses are gearing up for the new school year. Also, new testing standards were introduced to our team this week to ensure that testing new processes meet CUNY requirements.

- ***Procurement***

The CUNYfirst Procurement team this week released its schedule for Conference Room Pilot (CRP) 2 sessions by announcing 24 sessions in the next three months beginning this coming Tuesday, August 25. CRP 2 sessions allow our Oracle partners to explain the various processes to explain how data will be populated and to begin the understanding of the workflow. Our campus Subject Matter Experts in the various topics will receive invitations to the sessions that range in areas from Requisition and Purchase Order processing to Receiving and Inspection of delivered goods. The calendar of these meetings can be found on the Project website http://first.cuny.edu by clicking the calendar icon on the front page.

- ***Heartfelt Thanks***

The CUNYfirst team and our college HR teams send out their appreciation for the support and knowledge that was shared with Oracle consultants that have assisted us and them just after the initial launch of the new HR processes. All but one of them has moved on to their next assignments, but their impact is immeasurable. Our transition has gone smoother and the transfer of knowledge has been easier, thanks to their efforts. Thank you again and best wishes from CUNY HR and CUNYfirst.

Pictured from left to right: Suman Taneja (CUNYfirst Project Director), Rachelle Berry (Oracle CUNYfirst Program Director) and members of the support team: Karthik Subramanian, Mridun Bhowmick (AJ), Giridhar Kanapadi (Krishna), Christy Sebastian, Ricky Singla, Saraswathy Bhaskaran (Sara), Vikas Chaddha, Sudheer Mahajan, Harmanjeet Singh (Harman) and Sanil CK.

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Have a good weekend!

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- ***Meetings Next Week***

CS UAT Script Writing Joseph Murphy Institute - 25 West 43 Street - 19th floor computer lab	Tue, Aug 25	9:30 AM – 4:00 PM
Procurement - CRP 2 - Vendor Meeting 230 West 41st - Manhattan - 10th Floor Conference Room		10:00 AM – 5:00 PM
CS UAT Script Writing Joseph Murphy Institute - 25 West 43 Street - 19th floor computer lab	Wed, Aug 26	9:30 AM – 4:00 PM
HCM Office Hours Call 866-699-3239; 791 195 479		3:00 PM – 5:00 PM

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