

## Fridays @ first

March 13, 2009

CUNYfirst is Coming Soon!

Our focus right now remains the upcoming implementation in HR, as it will affect and be available to every CUNY employee. Work continues for creating new Student Administration and Finance processes every week.

- **Human Resources – Human Capital Management (HCM) - Users Acceptance Testing (UAT)**

Users Acceptance Testing for the Human Resources Pillar resumed this week. Our thanks go out to LaGuardia Community College for hosting our testing team and the professionals from around CUNY. All campuses from around the university are represented at UAT. This week testers focused on processes for adding new job applicants to the CUNYfirst Talent Acquisition Management (TAM) module. Next week, the focus will be on all TAM processes and other steps related to employment management. The intricate nature of testing these applications to make sure they meet CUNY requirements, and the time it takes to bring new testers on board is challenging our testing schedule. As a result, our HR and Training Team is re-evaluating the numbers of people needed, how often someone will participate in testing, and what we can do to speed up the orientation needed for new testers. This should allow us to accelerate our current pace. All campuses from around the university are represented during the two weeks of UAT.

Additionally, with the extra time allowed now that the Go-Live date is schedule for May, HR professionals have begun a new round of validating of employee information that has been converted for CUNYfirst.

- **Training – Human Resources – Human Capital Management**

Training will begin April 7/8 with an orientation session led by Training Manager Adante Harvey. The orientation is the first step to set expectations, understand the timeline and preparing for using the new system. The session will be for our HR Professionals, Affirmative Action officers, Campus Budget personnel and others who are involved in the recruitment, hiring and appointment processes. Those attending will learn how to access and use the Enterprise Learning Management (ELM) system, which organizes and manages all learning for CUNYfirst.

- **Student Administration (Campus Solutions)**

Our Campus Solutions (Student Administration) teams continued another round of Conference Room Pilot sessions this week in the areas of Student Records, Financials and Financial Aid. These sessions are being held to give our Wave Two College registrars, bursars and financial aid officers an opportunity to understand their specific processes in CUNYfirst. The environment they are working in replicates the system that is being built for the Vanguard Colleges and subsequently, will be used at all CUNY institutions.

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- **The Week Ahead – March 16 - 20**

UAT and Train the Trainer sessions for our HR pillar continue next week. Among the following meetings in the coming week is an update on the Procurement module Monday and the CUNYfirst Steering Committee on Wednesday.

<b>Campus Help Desk Meeting</b> 555 West 57th Street 16th Floor Seminar Room	Mon, Mar 16	9:00 AM – 12:00 PM
<b>Procurement Update</b> 230 W 41st - 10th Floor Conference Room		11:45 AM – 1:45 PM
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<b>Human Resources Users Acceptance Testing</b>	Tue, Mar 17 to Thu, Mar 19	
<b>Train the Trainer</b>	Tue, Mar 17	
<b>Student Records - CRP 2 Sessions</b> Joseph Murphy Institute - 25 W. 43rd - 19th Floor Conference Room		9:00 AM – 4:00 PM
<b>Planning and Budget Core Team</b> 230 W. 41		9:30 AM – 11:30 AM
<b>Financial Aid CRP - Vanguard and Wave Two Colleges Only</b> OSFA - 15th Floor Large Conference Room		10:00 AM – 12:30 PM
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<b>Train the Trainer</b>	Wed, Mar 18	
<b>Student Records - CRP 2 Sessions</b> Joseph Murphy Institute - 25 W. 43rd - 19th Floor Conference Room		9:00 AM – 4:00 PM
<b>Financial Aid CRP - Vanguard and Wave Two Colleges Only</b> OSFA - 15th Floor Large Conference Room		10:00 AM – 4:00 PM
<b>CUNYfirst Steering Committee</b> 535 East 80th Street - Manhattan - Kibbee Boardroom		12:30 PM – 2:30 PM
<b>Finance Liaisons</b> 230 W. 41st Street - 10th Floor Conference Room		1:00 PM – 4:00 PM
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<b>Train the Trainer</b>	Fri, Mar 20	
<b>Training Liaisons</b> Conference Call		10:00 AM – 11:00 AM
<b>HCM Weekly UAT Update</b> Web/Teleconference		11:30 AM – 12:15 PM

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