

Fridays @ first – Summer Thursday Edition

August 7, 2008

❖ **Student Administration (Campus Solutions)**

An important meeting this week brought Financial Aid officers, Bursars and their staff and college Registrars together to focus on the implementation of Financial Aid processes in CUNYfirst. Financial Aid awards affect all three of these groups and future applications and the integration of processes was an important item for discussion. The key issues are security, sharing responsibility, process decisions and work flow. It was clear from these sessions the need to create detailed business processes that allow for the work of Registrars, Bursars and Financial Aid officers to be integrated to enhance our students experience and maintain the most current records. CUNYfirst Student Financials, Student Records and Financial Aid leads Ed Loble, Dominica Gargas and Ali Morgan continued to emphasize that colleges will make all the decisions on how they want business processes to flow within the applications and that CUNYfirst allows that flexibility. Financial Aid sessions continue this coming week (August 12 – 13) with the focus on security and the integration with Admissions.

CUNYfirst Student Financials sessions continue with our Vanguard Colleges (Queens College and Queensborough Community College). Our SF applications are on schedule to be configured by the end of August.

❖ **General Ledger**

Deputy Controller Christina Seglem has released the closing schedule for the 2009 Fiscal Year. In her memo to CUNY's finance community she noted the different closing dates for using the current FIS/FAS (Financial Information) systems and for CUNYfirst. "The reason is that we are able to keep several months open at once in CUNYfirst and have decided to take advantage of this functionality in order to allow the colleges extra time to perform their month-end closing activities (e.g. tuition and fees input)," she wrote. All tuition and fee data from July 1, 2008 on is now being entered into the CUNYfirst General Ledger. The new closing schedule is available on the CUNYfirst Website – <http://first.cuny.edu>.

Next week is the final week for classroom training for the primary General Ledger classes. Those still needing to take instructor-led training must sign up through the Enterprise Learning Management (ELM) system. On-line training through ELM will be available August 15.

❖ **Procurement**

Training for understanding PeopleSoft Accounts Payable PeopleSoft applications is now scheduled for September 8 – 11 for those CUNY liaisons. Configuration sessions for the Procurement module are being planned and scheduled and will be announced shortly.

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❖ **Human Resources (Human Capital Management)**

Human Resources professionals from around the university continue their important data cleansing tasks. For CUNYfirst, data cleansing means trying to find the most accurate information possible about our people.

While data cleansing has been underway for quite a while, the current focus is to identify the many departments around each campus and the University offices, and reconcile them with our finance teams and their lists. That task has been mostly accomplished in July with a few campuses still needing to report in. That work is being validated and the next task, currently underway, is adding people to those departments. The end result is that our HR and Finance pillars will have matching data about who works at CUNY, which department they are in, and who reports to whom. After that is completed, the next step will be to fine tune those lists and assign roles to staff to match their current and new functions for security access and the training they'll require.

There will be no Fridays @ first memo next week. The next will be submitted August 22.

Have a nice weekend and a good next week.

John Ray - CUNYfirst Communications Manager