

Fridays @ first

September 12, 2008

The following is an update of the current activities of the CUNYfirst project and should be shared with professionals around the CUNY community.

❖ **Finance – Planning and Budgeting**

University Budget Director Matthew Sapienza hosted and led the kick-off for implementation of the Planning and Budgeting module for CUNYfirst. The module will go live in the early summer of 2009. Planning and budgeting will encompass the yearly process for CUNY where we develop spending and revenue projections for the next fiscal year. When in use, the CUNYfirst Planning and Budgeting process is expected to speed up the process between CUNY's budget office and campus offices. The CUNY Budget lead will be Bill Fox, who was the lead for the General Ledger implementation. Josephine Vidal will be the CUNYfirst Budget Architect.

❖ **Finance – General Ledger**

The CUNYfirst General Ledger continues toward stabilization as more data is being fed into it. On Wednesday, the General Ledger was temporarily unavailable due to a connectivity issue. Oracle and CUNY technical experts worked quickly to resolve the problem

A very promising example of the peer network of GL users continues as users post questions about their experiences on a listserv set up specifically for the user group. This has become a good location for users, facing issues about accounts or needing advice, post specific questions answered quickly with specific examples from colleagues from other campuses and the University Controller's office.

Also, representatives from nine campuses attended a session Monday September 8 to discuss the lessons learned from the GL implementation. Their reflections will allow the project to become more effective and efficient with future implementation. The topics included Training, Security, Help Desk/Production Support, Testing and Culture Change and others.

❖ **Training Update – General Ledger**

The full suite of introductory GL classes will be taught the morning of September 17 and 24, covering the three areas needed for access to the General Ledger – Introduction to CUNYfirst Financials, Chartfield Structure and Introduction to the General Ledger. The classes on the 17th will be held at City College and at Brooklyn College on the 24th. Spreadsheet upload training and reporting classes will be held on those same days in the afternoon. Those needing the training should access the Enterprise Learning Management (ELM) system for information and to register for the classes.

Fridays @ first

❖ **Finance – Procurement**

Accounts Payable liaisons from around CUNY attended Oracle University training of AP base processes Monday through Thursday at the Borough Training Center at The City College. The classes serve as an introduction to PeopleSoft's off-the-shelf AP module and will be the starting point to configure the CUNYfirst AP system.

❖ **Student Administration – Campus Solutions**

The Campus Solutions team is completing configuration of the CUNYfirst Student Records and Student Financials processes in advance of the Vanguard Colleges (Queens College and Queensborough CC) implementation. Once the configuration is complete, testing begins on these processes. CUNYfirst and Queens and Queensborough teams are also continuing to convert student information for the implementation – making sure the information in SIMS (Student Information Management System) is being transferred correctly for student data in CUNYfirst, such as transcripts.

Also all CUNY college course information and catalogues will be made available to registering Queens and Queensborough student when CUNYfirst student processes go live. The process has begun to convert the course catalogs for Queens and Queensborough and when that conversion is validated, the programs will be used to convert course data for our other institutions.

❖ **Academic Integration**

At the invitation of the Chairperson of the Queens College Academic Senate's Technology and Library Committee, Michelle Fraboni and Jim Russell shared an update of the current deployment schedule for Campus Solutions with committee members. Questions were fielded on issues related to testing, ADA compliance, training, system performance and plans for the transition for faculty and students. A similar session has already been scheduled for next month for the Faculty Chairpersons at Queensborough.

❖ **Human Resources – Human Capital Management**

CUNYfirst received the detailed Business Process Design document from Oracle this week for HR, Recruiting (Talent Acquisition Management) and Benefits. This details the step by step procedures for CUNYfirst HR and Benefits users and will serve as a blueprint for training courses. It also outlines how business will operate in these areas after implementation.

Also, CUNYfirst met with Vice Chancellor for Human Resources Management Gloriana Waters to discuss Help Desk strategies for the upcoming implementation.

Fridays @ first

❖ **Project Management/Change Liaison Meeting**

Project and Change Management Liaisons met Friday, September 12 for their first exposure to the Organizational Readiness checklist for the HR implementation. That list includes the tasks needed to ensure campus teams and staff are ready for go-live. Those present were lead through the repeatable processes necessary to make sure campus computers and people are ready to begin using CUNYfirst. The liaisons also received an update on training and communications from the project leads.

❖ **Next Week – CUNY Financial Management Conference/CUNYfirst Steering Cmte.**

Members of the CUNYfirst team will present an update on the Project at the 2008 7th Annual CUNY Financial Management Conference to be held at Tarrytown, NY on Monday, September 15. Our team will talk about the lessons we learned in implementing the CUNYfirst General Ledger, in addition to providing a look at the next steps we will be taking in the areas of Human Resources, Student Financials, Procurement, Organizational Readiness and Training.

The CUNYfirst Steering Committee meets Wednesday September 17 for its monthly meeting on the status of the project.

❖ **Welcome to CUNYfirst**

We welcomed two new members to the CUNYfirst Core Team this week – Mauricio Zegarra and Suwen Brunot.

Mauricio comes aboard as the CUNYfirst Procurement Architect. He joins the project from LaGuardia Community College where he served as the Director of Financial Systems and Reporting. Mauricio is a CUNY graduate from LaGuardia and Baruch College.

Suwen is a Subject Matter Expert on our Financial Aid team, and joins CUNYfirst from the Julliard School where she was most recently the Associate Director of Financial Aid. She is a Brooklyn College Graduate and is working toward her Master's Degree at Baruch College.

John Ray
CUNYfirst Communications Manager