CUNY *FIRST*

FULLY INTEGRATED RESOURCES & SERVICES TOOL

COMMUNICATIONS

Fridays @ FIRST Memo

To: CUNY FIRST Campus Teams

Happy Holidays from the CUNY FIRST Project Office.

This memo is for informational purposes for your CUNY FIRST Team to update you on the weekly activities of the project. You may integrate with your regular team communication.

As most of us met Friday morning for our joint Change Management/Communications/Training liaisons meeting, this will be a short update of our work this past week.

Last Friday, Campus Project liaisons met to continue their familiarization with Project Plans. They have also requested from the Core Team specific Campus Based Activities that will be required as the Project goes forward. They also requested a quicker turnaround for fit/gap and other meeting notes to the CUNY FIRST website (http://first.cuny.edu).

To that end, we posted fit/gap meeting notes for our Campus Solutions group this week for Academic Structure, Admissions and Student Records. Those can be viewed on the CUNY FIRST website by clicking on News & Information, choosing Project Documents, then clicking on Student Fit/Gap meetings. We hope to have Student Financials notes early next week.

The Conceptual Solutions Design document for Human Capital Management (HR) is being finalized and will be sent to HCM liaisons, subject matter experts and Campus Executives soon. This is the document that will detail the various processes and decisions made for this important Project pillar.

On Monday, our Campus Solutions Team leader Stu Schaffer gave a "Student Success" demonstration of PeopleSoft applications for faculty and staff at Medgar Evers College. With more than 100 people in attendance, it was a great opportunity to introduce the various processes for students and administrators who will use the Student and Faculty Centers in PeopleSoft.

And this morning, Change Management, Communication and Training Liaisons met at 80th Street to discuss upcoming plans to support our training effort for the General Ledger implementation schedule for July 1, 2008. It was a great turnout with more than 50 people participating in a discussion of the recently completed Training Needs Assessment on all our campuses. In addition to the results, we discussed the Change Management issues and Communications messages that accompanied those results. CUNY FIRST Project Leader Ron Spalter also charged the group as a team to reach deeper into their campuses to introduce the project to its eventual users.

It was also announced that our Borough Training Centers will be Hostos CC for the Bronx, Queens College for Queens, Brooklyn College for Brooklyn campuses and City College for Manhattan.

This coming Monday, December 17, the CUNY FIRST Steering Committee and Campus Executives will meet to review fit/gap progress for Financial Aid. The meeting will be held from 1 – 4pm at the CUNY offices at 230 W. 41st Street in Manhattan. The meeting will be held in the 10th floor conference room. They will review options that have been assessed on FA.

We know that a number of people from around CUNY have signed up for Oracle's Higher Education User's Group (HEUG) Alliance '08 Conference to be held March 10 -13. Please forward those names to me so that we can make sure everyone in the CUNY community in attendance are connected.

December 14, 2007   **John Ray**
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