

Fridays @ first

August 22, 2008

The upcoming school year will be an important one for the CUNYfirst Project as we expand our reach beyond our Core, campus and university teams, our Subject Matter Experts and our General Ledger community.

We are now nearly 60 days beyond our General Ledger launch. During that time we have been stabilizing the system and continue to get great feedback from around the university on how things are going so that we can improve it and other applications in the future. Recent meetings with the CUNY and Oracle teams have focused on what we have learned in getting to and launching the GL and what we did well and what we can do better in the future. A meeting to get the same feedback from our colleges is being planned now.

During the 2008-2009 school year we will:

- Launch our Human Resources (Human Capital Management) and Base Benefits administrative systems and our Recruitment (Talent Acquisition Management) system. This means that every staff member on our campuses and at the University Offices (over 35,000 people) will be able to log onto CUNYfirst by the end of the school year to view their employee information. And of course our HR professionals will begin working in CUNYfirst, replacing the City University Personnel System (CUPS) that has been housing CUNY's personnel information for years.
- Bring up student services processes for our Vanguard Colleges (Queens College and Queensborough Community College). In this school year we will launch the processes that will allow students at those colleges to register for Summer and Fall '09 classes and for student administration professionals to support their efforts. We will also launch the various administrative tools our faculty need for teaching, such as the grading and attendance programs, as well as the tools needed for advising their students.
- Begin the Procurement applications process from introduction to validation with the goal of launching next July.

An updated calendar is shown at the bottom of this memo.

❖ **General Ledger Update**

Two training sessions were held Wednesday August 20 at City College on the procedures to upload spreadsheets into the General Ledger. Conducted by Training Manager Adante Harvey, over 30 GL users attended from around the university. Future sessions are planned and GL users can access the schedule via the Enterprise Learning Management (ELM) system.

A new listserv was created this week for all General Ledger users that will improve communication directly to them and will allow users to be able to interact with their peers about using the General Ledger and issues that will come up. This was created following a request of the Finance Liaisons.

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On Wednesday those trying to work in the General Ledger experienced a timeout issue. Oracle and CUNY technical support staff were able to find a solution and correct it.

Testing will begin next week for a single sign-in capability for General Ledger users, so they can access the General Ledger, ELM and the Customer Relations Management (CRM) systems with a single user name and password. We will announce directly to the users and campus team leadership with that process is tested and ready to go. Users who currently have access to the GL will use their CUNYfirst ID and password to gain access to all three systems.

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

We would like to welcome Barbara Manuel who has joined the CUNYfirst HCM Team. Barbara comes to CUNYfirst from Brooklyn College where she has been the Director of Human Resources. Barbara will focus on the upcoming rollout of HR applications in addition to transitioning from her work at Brooklyn College.

❖ **Student Administration (Campus Solutions)**

Thursday, members of the CUNYfirst Academic Integration and Student teams met with leaders from Hunter College's academic and student services departments to talk about the impact CUNYfirst will have on their work. It was another opportunity to share information about the project and its impact on students, faculty and staff.

A number of campus teams are in the process of planning larger meetings with their campus communities, and the CUNYfirst Core Team is available to assist with those plans.

❖ **Help Desk**

An on-line meeting was held Wednesday with Help Desk to introduce the new Email Response Management System that they will use to respond to requests for help by CUNYfirst users. In addition they were given information about the process for building, testing, learning and implementing the tool, which is scheduled for later in the year.

❖ **Security**

Security liaisons also met this week with CUNYfirst Security lead Mark Manis to review the issues that came up following the General Ledger launch and other issues pertaining to application security and how access is granted.

Starting Wednesday, classes begin around the university, so Happy New Year.

Have an enjoyable weekend.

John Ray - CUNYfirst Communications Manager

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Project Calendar

Functional Area	Phase 1 (May 2007 – June 2009)	Phase 2 (July 2009 – June 2010)	Phase 3 (July 2010 – June 2011)	Phase 4 (July 2011- June 2012)
Financial	General Ledger	Procurement, Accounts Payables, Advanced Budgeting	Cash Management	
Human Resources	Basic HR and benefits administration functions, Recruiting	Benefits self service	Time and Leave management, Payroll interface with the State & City of New York	
Student Administration	Vanguard Colleges (Queens and Queensborough Community College)	Wave 2 colleges (To be announced)	Wave 3 Colleges (To be announced)	Wave 4 Colleges (To be announced)