

November 13, 2009

The CUNYfirst System is unavailable until 8am Monday November 16 as we load and test new applications.

CUNYfirst is Live! – HCM/TAM, General Ledger, Line Item Budgeting, Course Catalog

Coming November 16 – Faculty Workload, Mass Salary Update, Arbita Interface, Daily Transaction Report and Course Catalog.

The following is an update of the CUNYfirst Project. Please share with colleagues you believe will be interested in its content.

- ***Cutover***

The CUNYfirst system was taken off line Wednesday at 5pm to begin uploading new applications. As this edition goes to press, our technical teams are adding the above processes to CUNYfirst. There are hundreds of individual tasks needed to add new functionality to the system, including uploading the new processes, converting data, updating and applying new security functions, testing the current and new applications, and then verifying that all live systems will be working correctly when the system is returned to live status early next week. There were a number of people who asked prior to cutover, why does it take so long? By looking at the task list, it's clear that the number of steps and the people involved who are checking and double checking every step, that we are making sure nothing is missed. It's a great example of the teamwork required to creating and delivering a modern system for CUNY students, faculty and staff.

- ***Training***

Before the pause, our Training Team was focused on getting as many new users trained on the new processes that will go live next week. There were four sessions this week on the Course Catalog at Hostos CC and City College. Sessions on Course Catalog functions will take place this weekend in the morning and afternoon at Brooklyn College on Tuesday and Queens College on Wednesday. Manager Self Service training will continue at local campuses, conducted by trainers in connection with the Human Resources staff. If new users need Faculty Workload training after go-live, those who have already learned the new applications will give instruction at their colleges.

- ***Faculty Workload***

Our Organizational Readiness Team has visited several campuses conducting Key Changes workshops. This was to prepare those who will directly work in the new application to calculate Faculty Workload. Thanks to Hostos CC and Queens College for test driving our workshops, and for all the other 12 colleges for hosting our team and being a part of important sessions as we move from current state to the future. This week we were hosted by John Jay, Medgar Evers and York Colleges.

FRIDAYS@first

- **Campus Solutions – Systems Integration Testing**

This week saw the beginning of the second cycle of Systems Integration Testing (SIT) for our main student administration processes (Campus Solutions). With our implementation partners from Oracle, we are testing the entire system to ensure it satisfies the functional design and that all components work together correctly. Our student team’s leads and subject matter experts are working with their Oracle partners and our technical staff to test the configured system. SIT is expected to be completed in early December with Users Acceptance Testing (UAT) starting shortly after. During UAT, college professionals will test the various processes to make sure Campus Solutions meets CUNY requirements. The CUNYfirst Core Team last week sent out a request for participants in UAT. For the first time, we will also be recruiting students to test the systems that will allow them to register and manage their financial plans and educational careers.

John Ray
CUNYfirst Communications Manager

- **Meetings Next Week**

Among the meetings next week is the kickoff of Employee Self-Service at the College of Staten Island. CSI is piloting ESS to a small audience to see the impact of Employee Self-Service at a department level to the Human Resources Department. We'll report out on the meeting next week.

Req. to Receipt. FN.04 Review (Req. to PO) 230 W. 41st Street, rm. 525	Mon, Nov 16	10:00 AM – 5:00 PM
Faculty Workload - Office Hours via WebEx	Tue, Nov 17	3:00 PM – 4:00 PM
Change Management Liaisons WebExt	Wed, Nov 18	11:00 AM – 12:00 PM
Faculty Workload - Office Hours via WebEx		3:00 PM – 4:00 PM
PMO - Campus Solutions Vanguard Program Meeting WebEx	Thu, Nov 19	10:00 AM – 11:00 AM
HCM Super Users Monthly Meeting Webex/Conference Call		1:00 PM – 2:00 PM
Receiving and Year End FN.04 Review Location TBD		1:00 PM – 5:00 PM
Faculty Workload - Office Hours via WebEx		3:00 PM – 4:00 PM
Training Liaisons Conference Call	Fri, Nov 20	1:00 PM – 2:00 PM
Faculty Workload - Office Hours via WebEx		3:00 PM – 4:00 PM