

November 20, 2009

CUNYfirst is Live! – HCM/TAM, General Ledger, Line Item Budgeting, Course Catalog, and with NEW applications for 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.

- **Monday's Go-Live**

The CUNYfirst system was came back to life Monday morning with a number of new applications for our Human Resources professionals, our Registrars and those who build the course catalogs at our colleges, and our colleagues who calculate faculty workload. For over four days, technicians from CUNY and Oracle worked together to add new components and test the system so it would be ready to go. A big thanks to those who worked long hours to update our system.

With Project Leader Brian Cohen, the University Chief Information Office and Associate Vice Chancellor, Project Leader Suman Taneja, and Faculty Workload (FWL) Process Owner Dean David Crook (background in the photo below) looking on, the Faculty Workload Team at Medgar Evers College officially launched FWL Monday just after Noon. The MEC team (with Femi Ojumu and Dr. Claudia Schrader pictured below), showed our leaders and their colleagues how the system works and what information they will need and receive to calculate teaching and non-teaching workload.



- **Faculty Workload & Course Catalog**

Five colleges (The Graduate Center, Hostos CC, Medgar Evers and Queens Colleges and Queensborough CC) have begun working in the new FWL module. This week, the FWL teams have been verifying data that was transferred from old systems to new (including important course catalog data) and also seeing how it looks. They also viewed a new report to see if the data in it was correct or needed correction. This is all part of the shakeout that will help build familiarity in the system and also the understanding of how data was converted. There is an opportunity to review business processes and

evaluate . The teams also worked together at the end of the day during a webinar to understand common issues and resolve questions.

The Change Management Liaisons held a webinar this Wednesday to review the college experiences with Key Changes workshops. Sixteen out of 19 have conducted these workshops. The remaining colleges will also hold sessions.

- ***HCM – Rollout 2***

There are three new HCM applications that launched this week, Daily Transaction Report, Arbita Interface and Mass Salary Update. Colleges have been successfully running the Transaction Report to gain familiarity with its contents. On the Mass Salary Update, HR professionals at OHRM (Office of Human Resources Management) this week requested that college HR offices review the error reports for some employees whose salary records may contain incorrect or missing information. The HR offices have been asked to return the corrections on December 1 so the first Mass Salary Update can be run.

- ***Employee Self Service Launch @ the College of Staten Island***

CSI President Dr. Tomás Morales welcomed a near capacity crowd (below) as his college's CUNYfirst team introduced Employee Self Service (ESS) to their campus community. Vice Chancellor Gloriana Waters came to the college to kick off ESS and congratulate them for being first. Members of the CSI CUNYfirst team explained the Project and the timeline and how new features affect every employee.

Working with Human Resources, employees at CSI will learn how to view their personnel data and update and correct any information that needs it. The plan at the College of Staten Island is to train staff by departments so any updates can be manageable to HR staff. Information like phone numbers and email addresses can be changed without HR, but changes like marital status or home address must be verified, so working with HR staff is essential.



Photo Courtesy Ken Bach – College of Staten Island

- ***Kudos to our Student Marketing Team @ Queensborough CC***



Congratulations to our Student Marketing Team at Queensborough Community College for their contributions to scholarship at the college. The team, led by QCC Communication Liaison (Director of Marketing) Ruth Griggs (left) and QCC Student Marketing Team Leader Mellisa Khemraj (center), collected hundreds of dollars for scholarships in the annual Walk to Aspire at the college track. Great going!!

John Ray
 CUNYfirst Communications Manager

- **Meetings Next Week**

Procurement - Expenses W 41st - Room 535	Tue, Nov 24	10:00 AM – 2:00 PM
Project Liaisons - Planning and Budgeting WebEx		11:00 AM – 12:00 PM

FWL & HCM Support Conference Call Call in number is 212-381-0002.. Meeting ID 0958.	Wed, Nov 25	11:00 AM – 12:00 PM
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Thanksgiving Holiday - CUNY Closed	Thu, Nov 26 to Fri, Nov 27
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