

FRIDAYS@first

Summer Thursday Edition - July 2, 2009

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

CUNYfirst is Live! - HR, General Ledger, Line Item Budgeting, Course Catalog

- **Week Two of HCM Go-Live**

HR teams from the Central Office, Hostos CC, Queens College, Queensborough CC and York College continued their journey into CUNYfirst for a second week, continuing to do add more processes to their repertoire. As more of the system became available, more of our professionals are processing personnel transactions that will allow CUNYfirst HCM to become the transactional system of record. Every day, those using the system gather for an “Open Office Hours” phone call and web-conference to give their status and to interact with their peers to become more comfortable using the system.

This coming Tuesday, the Wave One Colleges will meet with Wave Two colleges to provide some guidance and assistance for their launches and to help them manage expectations of what those first few days and weeks will feel like.

The Wave Two and Three Colleges are listed below.

Wave 2 – Launch July 13, 2009

John Jay College
Hunter College
Bronx Community College
LaGuardia Community College
Kingsborough Community College
College of Staten Island
The City College
Lehman College
CUNY Law School
BMCC

Wave 3 – Launch – July 20, 2009

Graduate Center
Medgar Evers College
NYCCOT
Brooklyn College
Baruch College

When those colleges go live, they will be assisted by PeopleSoft HCM experts from Oracle who will be on site to answer questions and to make HR staff more comfortable in their new environment.

- **Training**

As we bring the Enterprise Learning Management (ELM) system up to speed, we are populating it with the new classes and materials needed for continuing training for all our new tools. We experienced a problem this week as users and trainers used old ELM environments and we’re unable to get access to the tools they needed to proceed. ELM can only be entered through the new CUNYfirst Portal. Anyone trying to enter ELM through an old or bookmarked ELM will not be successful. Please delete any ELM bookmark that was created prior to June 22. Training is continuing and classes are available in all Borough Training

Centers. A schedule for Manager Self-Service (MSS) training is being developed and will be released when it is completed.

- **CUPS – Data Entry**

Campus HR Teams are advised to continue to input data into CUPS as per previous directives until July 20. The purpose remains: A) as contingency in case of fall-back to legacy systems is needed, B) to provide data to legacy data feeds (portal, library) and/or campus shadow systems until replaced by CUNYfirst interfaces (July 20). Priority should be given to adding new hires. Data entry for Workload/Staff Teaching Load activities to continue until Spring reporting is completed.

- **Line Item Budgeting**

Budget professionals from around CUNY began working in their new application Wednesday. This followed a nearly two-week shakedown as University Budget Office and CUNYfirst Team were validating data and troubleshooting minor technical issues.

- **Campus Solutions – Student Administration**

As the new Student applications are being configured and built by our Oracle partners, CUNY's responsibility is to test all the processes that will affect our students and the professionals who support them on our campuses. Users Acceptance Testing (UAT) is important to make sure that the delivered solution meets CUNY's requirements and that we identify any and all defect issues to facilitate the necessary revisions before releasing the system to our user population – in this case the students and staff at our Vanguard Colleges, Queens College and Queensborough Community College. UAT will take place soon, but first, we must create the scenarios that will ensure that the new applications meet CUNY's requirements. Our UAT plan calls for the development of over 500 test scripts for packaged functions as well as interfaces, reports and extensions. These scripts will be supported by over 12,000 data sets/testing scenarios. Efforts are now underway to identify the number of people required to support the testing preparation and execution and the time commitment necessary to come up with all the possibilities that come with our day-to-day work, and then write the step-by-step procedures that will ensure that the system does what is promised. Upcoming communication to our campus teams will outline what is needed and the timeline for the testing.

Happy 4th and have a good long weekend.

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