

August 14, 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

- ***Working in HCM – Human Capital Management***

We're coming up on two months since the first wave our college HR departments began using the new CUNYfirst system. It's clear that the largest challenge for our professionals is working in the Position Management module and the various fields that must be filled for new, existing and adjunct employees. The community appears to have mastered the many processes in Workforce Management. The number of questions being asked during the weekly "Office Hours" and the requests for Oracle HCM experts is falling, which appears to be a good sign for adoption and acceptance. As we've said all along, the initial rollout would not be pain-free, and we're very pleased at the patience and professionalism of our teams. Support efforts will continue during this transition and as we move forward toward the training and implementation of Manager Self-Service.

Up next will be the rollout of Talent Acquisition Management (TAM) – the recruiting module for CUNYfirst. The Office of Human Resource Management (OHRM) will partner with a few select campuses to begin the electronic posting and recruiting of specific positions. Those plans are being finalized and a communication will come next week with specifics. The introduction of TAM is an important component in MSS because of the interactions that come from managers and supervisors who request positions and our HR departments (especially those designated "recruiters". We want to make sure these managers or their designees understand their role in recruiting and the work that follows with search committees and then the final decisions.

- ***Faculty Workload & HR Rollout Two - Users Acceptance Testing (UA) Kickoff***

HR professionals, Registrars and Faculty Workload Coordinators gathered at the Graduate Center Thursday August 13 for an overview of the next major launch of CUNYfirst processes – Faculty Workload, and Mass Salary Update, HR Daily Transaction Report and Arbita interface with TAM. The Go-Live date is scheduled for late October.

During the session, attendees were given a high level walkthrough of the Faculty Workload calculation process and the HR Rollout Two processes. For many of the Workload coordinators, it was the first time they've seen the screens in CUNYfirst, so it prompted them to ask how many transactions they would perform and how many would be automatic. UAT is scheduled to begin at the end of August. The next activity is to create test scripts that users will work from in testing the system to ensure it meets CUNY requirements.

It was also explained the time commitment needed to test the system and what is actually being reviewed during UAT which may post some challenges.

Training will follow UAT and in the interim, the CUNYfirst team will work with the colleges to identify the individuals who will be matched to the rolls to work in the new applications. The training approach will be announced soon.

- **Training**

New HCM classes are added weekly to the Enterprise Learning Management (ELM) system and users should check in daily to see if classes they need or want have been added to the schedule.

- **Campus Solutions and Students**

In the past two weeks, the CUNYfirst Communications team held a series of meetings with the Communications Liaisons for John Jay College, York College, City College, Lehman College, Hostos Community College and CUNY Law to begin the conversation about how these “Wave Two” schools will reach out to their students when it comes time to begin using the CUNYfirst for registration, financials and other key functions.

The Vanguard colleges – Queens College and Queensborough Community College – are far along in developing a program that involves student teams, an awareness campaign and campus events. This coming week, the Wave Two schools will have a conference call with the Vanguard schools to learn how they got started and how they are adapting a suggested marketing approach to the unique needs of their own campuses.

Have a good weekend!

John Ray
CUNYfirst Communications Manager
cunyfirst@mail.cuny.edu



FRIDAYS@first

- Meetings Next Week**

<p>CS UAT Script Writing Joseph Murphy Institute - 25 West 43 Street - 19th floor computer lab</p>	<p>Tue, Aug 18</p>	<p>9:30 AM – 4:00 PM</p>
<p>HR Directors/Liaisons - Mandatory Meeting WebEx</p>		<p>10:00 AM – 11:30 AM</p>
<p>Project Management Liaisons - Faculty Workload + HCM Rollout 2 WebEx</p>		<p>3:00 PM – 4:00 PM</p>
<hr/>		
<p>CS UAT Script Writing Joseph Murphy Institute - 25 West 43 Street - 19th floor computer lab</p>	<p>Wed, Aug 19</p>	<p>9:30 AM – 4:00 PM</p>
<p>Student Financials - Functional Design Review 230 W 41st - Manhattan - Room 535</p>		<p>9:30 AM – 4:30 PM</p>
<p>4 p.m. HCM Office Hours Call 866-699-3239; 791 195 479</p>		<p>4:00 PM – 5:00 PM</p>
<hr/>		
<p>Communication Liaisons WebEx</p>	<p>Thu, Aug 20</p>	<p>1:00 PM – 1:30 PM</p>
<hr/>		
<p>Training Liaisons Conference Call</p>	<p>Fri, Aug 21</p>	<p>10:00 AM – 11:00 AM</p>