

Fridays @ first

November 21, 2008

CUNYfirst is Coming Soon!

The following contains the latest information on the CUNYfirst Project and upcoming activities. Please share with those who you believe will be interested in its contents.

- ***Student Administration (Campus Solutions – CS)***

Testing is the word for our student team. Earlier this week, the CUNYfirst Core Student Team met with Subject Matter Experts from our Vanguard Colleges (Queens College and Queensborough Community College) to kick off the Users Acceptance Test (UAT) of our new student processes. The session highlighted the UAT process where users will test the new CUNYfirst system to make sure it meets our requirements. Those tests will begin in December. Prior to the start of UAT, the teams are writing “scripts” – actual step by step procedures that replicate current business processes – that will guide those who will put the system through its paces.

Our student records team is in the midst of System Integration Testing (SIT) on the course catalog module, making sure the system works to our requirements and integrates with other systems that will function alongside it. The SIT will conclude early next week.

- ***Finance – Procurement***

Procurement and accounts payable liaisons updated their knowledge of CUNYfirst Financials by attending an all day General Ledger training session Wednesday November 19. For some it was a refresher. To others it was their first opportunity to learn about the Chart of Accounts structure and the processes for those who are currently using the General Ledger.

Looking ahead, the new year will be a time of transition for the Procurement team. The work to now has focused on evaluating at the base PeopleSoft Procurement system, and configuring a new system to meet CUNY needs. Starting in January, liaisons who were given the responsibility of validating what is being created will begin their evaluation of CUNYfirst Procurement.

- ***Finance – Planning and Budgeting***

A meeting of the Planning and Budgeting team is scheduled for December 3 to update the current status of their work. The team has had four Fit/Gap sessions which have sparked a number of discussions of the integration points between the planning process and Human Resource and Financial data. This meeting will address some of those issues and outline next steps.

- **Human Resources (Human Capital Management – HCM)**

Most campus teams have provided the CUNYfirst HR team with the role mapping lists – connecting what CUNY faculty and staff do now to the functions they will perform in CUNYfirst. Those lists will be validated with HR departments. When that task is complete, the information will be used to create specific plans to make sure those who are assigned CUNYfirst HR roles receive training for the processes they need to do their jobs.

- **Coming Up - CUNYfirst Reports and Support for Shadow Systems**

This session on December 2 will provide insight for HR System Developers for all campuses, Application Development Managers for all campuses and Student Information System Developers (for Wave 1 and 2 schools only) on what reports are being developed in CUNYfirst and what methods will be delivered to provide data directly from the new system.

- **Campus Presentations**

Many more campus teams are preparing presentations about the CUNYfirst Project and what it will mean at their college. We are very encouraged by the attendance at these sessions and the positive feedback.

The following is from Sue Henderson, the VP for Institutional Advancement at Queens College. Sue is the Campus Executive there and also sits on the CUNYfirst Steering Committee. We asked how their team is informing their community.

As a Vanguard campus, Queens College has been very involved in the development and the implementation of CUNYFIRST. Last spring, our Human Resources Director held a series of town hall meetings for the secretaries and office assistants to let them know about the project and to ascertain their technical skills so that they might be prepared for the new workflow. The town halls were opened to all office assistants and custodial assistants. Some HEOs, two VPs and a couple of Department Chairs did attend.

This fall we have presented to the College Personnel and Budget Committee to keep the Department Chairs informed of the progress of the project, particularly as it relates to the training of staff and faculty. The Student Affairs Office has been kept informed of the progress and is prepared to assist the students in moving to the new system.

- **New CUNYfirst Project Website**

We have quietly launched the new CUNYfirst Project Website this past Wednesday. A formal launch will come next week and you'll hear more then. We're working out some final details to make sure it can be seen in all browsers and that all our links work. The site, which was created to introduce the CUNY community to the project and provide support, has been up since the Project started in 2007. This new upgrade should allow us to better serve our community and help answer the many questions people have now and will have when it is in their hands. Thanks go to the CUNY CIS Internet and Communication Team, Tripti Batra, Sharanjit Kaur, Norma Calderon and MD Tokon, who all had a hand in building the site and creating its graphic look. Also thanks to the Portal

Development Team, Yolonda Batey, Nelson Broat, Michael Lee and Reet Rani, for their support and hard work to help us make our deadlines.

That's a nice way to end, giving thanks to the many people, over two-thousand strong, who have given their time, energy and ideas to building the optimal systems for CUNY.

For them and you, have a wonderful Thanksgiving.

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