

CMS Executive Council Meeting Monday, March 27, 2006

HCM 8.9 Go-Live Status

- A celebration luncheon is being planned for the HR group.
- The team is currently in the middle of the production upgrade for HR.
- CMS Central's part of the upgrade is 100 percent complete and the campus part is 40 percent complete.
- Everything is on schedule for the April 3rd go-live.
- HR training started last week. There is a lot of positive feedback coming in. It was suggested that the training requirement and CIA form be done with each upgrade in order to gain access.

SA Project Status

- The SA overall project plan was handed out in graphical orientation and task orientation. These charts represents the details of what has to be done for the project and what is going on with the team
- The SA project organization was handed out. It lists the people who are working on the project.
- The project plan represents the delivered baseline.
- The schedule is driven by the items that need to be in place such as the academic calendar.
- Project Team Recommendation forms are a way of managing non-baseline requirements requested by the teams and it is used as a tool to help maintain the scope of the project.
- The HR project set the foundation for the SA project.
- The first major go-live is Admissions on October 6th.
- Financial Aid will start processing applications in March 2007.
- There will be integration testing to make sure the financial module is working well.
- San Bernardino will have 6 to 7 major conversion for SA. The campus is currently ahead on four conversions.
- Data starting from 1982 will be carried over to PeopleSoft. Data prior to 1982 will be tracked in PeopleSoft by the microfilm number added to bio-demo.
- PTR's are a way of tracking development. Project Team Recommendations helps manage the scope of the project, stay on schedule and manage the budget. Once a general direction is approved, an estimate of hours is given and the date needed by is entered into the project plan. Adjustments can be made if needed.
- A budget report is run monthly and the project is within budget.
- Any specific question about the project plan should be directed to Lydia or Charlie.

HR Phase II

- The moved to production is wrapping up.

- E-recruit and recruit work force for staff will take place in Phase II of the HR upgrade.

Foundation Finance Status

- The Foundation Finance project is moving into user acceptance testing.
- The project is on schedule.
- The only issue was changing Foundations chart fields to match the State chart fields.
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Data Center Transition

- The second data center kick off was last week.
- San Bernardino participates in a weekly call.
- San Bernardino's move will take place in the May/June time frame We will be one of the two campuses going to the new data center
- The data center will go-live the week before Memorial Day.

Open Discussion

- Will not have a scheduled meeting in May because of the holiday. If a specific need is identified then a meeting will be called.
- The SA Project work will intensify as go-live dates come about.
- It was suggested that team members be given little surprises or recognition to show that their hard work is appreciated.
- It was suggested that go-live celebrations be done at major milestones.
- FYI – the budget office will be working on a proposal from the Chancellor's office to all state fees to trust. This needs to be done by July 1.
- The 5th floor of the Library will begin moving Wednesday of this week.