

**CMS Executive Council Meeting**  
**Monday, January 29, 2007**

**Open Forum**

- The CMS Open Forum is scheduled for February 7, 2007. One will take place in the morning and one will take place in the afternoon.
- The Open Forum will concentrate on where Admissions is at and the benefits of departments getting their own information. The successes of scheduling will be discussed. The Open Forum will also cover Records features and show how easy it is to use.
- Departments will get query access.
- It was suggested that a special email be sent the Deans informing them about the Open Forum.
- The Academic Focus Group will get a live demonstration of the Portal and the system on February 2nd. The Portal is still being developed for the faculty and student center. The Academic Focus Group will be providing feedback and ideas.

**Foundation HR Go-Live**

- The Foundation HR project will be completed mid-February and will roll into the HCM 8.9 phase 2 project.
- The HCM 8.9 phase 2 project will include: absent management, benefits administration, talent acquisition or candidate gateway.
- The Foundation Go-Live is moving forward.
- All applicants will get a CSUSB email and all current students have a CSUSB email and this puts the campus up to speed with the University policy.

**CMS Roadmap**

- CMS Roadmap Draft handed out.
- It has been confirmed that the CSU campus will go to PeopleSoft 9.0.
- The campuses will be doing an upgrade every year (continuous cycle).
- San Bernardino will not be participating as a pilot; this will prevent the campus from doing Finance and Student at the same time. Also the campus does not have the resources to be a Finance pilot.

**SA Module Status**

- SA project status was handed out.
- Admissions went live in October. They are currently moving into the production phase and post production phase.
- Student Records –the schedule for Summer 2007 was built with minimal problems. The data went through lots of testing and it came out really clean. The percentage of error was very low.
- Student Financials – there is continuing staffing issues; there is only one functional lead/subject matter expert. Once Student Financials goes live this person will be needed in their office much more. A vendor has been selected for Parking; Charlie will check the status.

- Financial Aid is on the caution level. They are on schedule and will be going live Feb 12<sup>th</sup>.
- HR Auxiliary – currently working on interphase issues.

### **Move to Production**

- March and April move to production calendars handed out.
- March 9: HCM 8.9 system will be brought down for first production pass.
- March 23: will finish up the move to production.
- March 26: will validate that everything is working.
- It is anticipated that the system will only be down two full business days.
- March 31: will do an Oracle upgrade to the production system.
- April 5: Release 65 will be applied to the system.
- April 7: Release for HCM 8.9 will be applied.
- April 9: myCoyote will go live.
- The committee will be receiving periodic emails on the Move to Production status.

### **Open Discussion**

- Our campus is in need of a Security Compliance Officer that will ultimately take care of security in CMS and other applications along with security regulations. IRT's goal will be to booster the Security Office. This position will be posting soon; a job description is being drafted and temporary dollars are being identified.
- Admissions had their first experience of mass mailing in PeopleSoft and it was a success. The Office of Duplicating was involved. The mailer was produced and duplicated and mailed from the mail room.
- The number of individuals using open labs may increase due to all applicants having a CSUSB email account. The topic will be addressed.
- The next meeting is scheduled for February 26<sup>th</sup>.
- Options for training faculty member on grades are being considered. It was suggest the Rowena Santiago be contacted in regards to training. Working on part-time faculty access, finding ways to meet their needs. It was suggested that the Deans reiterate the need for faculty members to have access to computers in order to do grades.

*Minutes Submitted by  
Candace Johnson*