



CMS Monthly Status Report

April-2002

Cal Poly Pomona

HR 7.6 FIS 7.5 Production Status Detail

FIS Production Process	App Version	Frequency	Due Date	Last Cycle Completed and Date Completed
Payroll Posting	7.5	10th working day	04/15/02	March P/R Posted 4/12
Accounting Close - Month	7.5	10th working day	04/15/02	March Closed 4/15
FIRMS Extract/Submittal	7.5	10th working day	04/15/02	Working on 3rd Qtr
1099's to vendors	7.5	Last day of January	01/31/03	2001 Mailed 01/31/02
1099's to IRS	7.5	Last day of February	02/28/03	2001 Mailed 02/28/02
Accounting Close - Year	7.5	Last day of July	07/31/02	N/A

HR Production Process	App Version	Frequency	Due Date	Last Cycle Completed and Date Completed
Commitment Accounting	8.0	Monthly	04/15/02	N/A
LCD Distribution / GL Interface	7.6	Monthly	04/15/02	4/12/02
PIP Interface from PS HR	7.6	Monthly	04/15/02	4/15/02
ESP Submission	7.6	Monthly	04/15/02	A request has been made for us to rerun ESP for all months and submit one month at a time for validation. We cannot submit another month until we are contacted. We are waiting for the most recent ESP emergency fix to be applied to the Production Database.

SA Production Process	App Version	Frequency	Due Date	Last Cycle Completed and Date Completed

Recent Activity / Accomplishments (Last 30 Days):

- (1) Finance - tested Release 19
- (2) HR - tested & applied most recent fixes
- (3) HR - submitted Functional Request for Modification for PPT to HUG for vote
- (4)
- (5)
- (6)
- (7)

Key Upcoming Activities (Next 30 Days):

- (1) Finance - waiting for the emergency fix to move Release 19 to Production Database
- (2) HR - Business Process Review of current Time & Labor process facilitated by functional developer
- (3) HR - apply emergency fix to Production Database for ESP Submissions
- (4)
- (5)
- (6)
- (7)

Current Issues / Concerns:

- (1) Finance - Reporting Database urgently needed to offload SQL's from Production Database
- (2) Finance - liquidation of POs needs to be an automated process rather than the current manual process
- (3) Finance - year-end close
- (4)
- (5)
- (6)
- (7)