



**HR Implementation Council
Meeting Summary**
California State Polytechnic University Pomona

Meeting Logistics

Title	HR Implementation Council
Purpose	Discuss post implementation issues on the upgrade to CMS/PeopleSoft HR Version 8.0
Date	Tuesday, January 21, 2003
Time	3:00 to 4:00 PM
Location	Building 13C
Participants	Tom Adamski, Joe Belarde, Mauricio Calderon, Stephanie Doda, Williams Espino, Faye Hatman, Ann Overman-Scott, Jane Self, George Trindle, and Glendy Yeh

Agenda

Topic	Led By
Topic 1: Action Items	Stephanie
Topic 2: Reporting	Mauricio
Topic 3: New Topics	
Topic 4: Future Meetings	Stephanie

Summary of Discussion

1. Action Items

Action #15: Complete – Faye has evaluated the Fresno Report and she thinks we should continue to use our own report because it is better. She would like the “Amount Money Remaining for Year” column added to our existing report. Tom said that Sui will do that work.

Action #21: Complete – Tom said that this work has been completed. The Application Designer is still being worked on by May. Mauricio will export the projects again.

Action #30: In Progress – Tom said that there has been an issue with the Oracle client. Because we have to use different versions of Oracle for Finance and HR we are encountering problems.

Action #35: Complete – Tom said that the server was upgraded and the problem is fixed.

Action #38. In Progress – Tom will complete setting up the meeting later this week. The group agreed that Temporary Faculty Reporting is a good place to transition the work to Sui. Stephanie emphasized that Mauricio is required to finish all reports that were assigned to him before the cutover. They must be approved by the users and put into Production before they can transition to Sui or Betty. Mauricio will only be here through January 31.

Action #41. In Progress – Faye said that getting LC D to work correctly is absolutely critical since we have a FIRMS report due this month. Burt and Glendy are working on the problems. George volunteered to help. Applications Manager is working in Development but not in Production. Faye said that we should have tested this during conversion but we never did. ESP is also not working but that isn't as critical.

Date Initiated	Activity	Responsibility	Target Date	Status
10/31/02	15. Evaluate the Fresno report (part of baseline) position management report.	Joe Belarde Burt Casey Tom Adamski Faye Hatman	11/12/02 1/7/03 1/14/03 1/28/03	C
11/12/02	21. Project directory for reports	Tom Adamski Mauricio C. George Trindle Glendy Yeh	11/19/02 12/23/02 1/7/03 1/14/03 1/21/03	C
11/19/02	30. Install HR 8.0 on Citrix Server	Tom Adamski	12/5/02 1/7/03 1/14/03 1/21/03 1/28/03	IP
12/10/02	35. PS DOC file share requires upgrade to accept mixed case.	Glendy Yeh Tom Adamski	12/23/02 1/7/03 1/10/03 1/21/03	C
1/7/03	38. Report-closing meeting	Mauricio Calderon Tom Adamski	1/17/03 1/28/03	IP
1/14/03	41. Issues with Labor Cost Distribution	Burt Casey George Trindle Faye Hatman	1/21/03 1/28/03	IP

Legend: N-new, IP-in progress, P-pending, C-completed

2. Reporting

See comments to action item #38.

3. New Topics

Nothing was brought forward as a new topic.

4. Future Meetings

Stephanie will notify the group on Monday if we still need a meeting.