

**IT Strategic Planning Committee: Business Services and Enterprise Systems**  
**April 7, 2005**

Present: Rosa Rivera, Pat Brancato, Jim Drumheller, Devin Fensterheim, Colleen Gordon, Carolyn Knight-Cole, Steve DiPaolo, Judy Lige, Ann Martin, Michael McKay, Michael Mundrane, Sanjana Rimal, Brian Rose, Tom Ryan, Tim Stein, Steve DiPaolo, Aida Torres, Dorothy Williams and Donald Woodward

Absent: David Gwalthney

**Demonstration of YESS:** Denise Berilla, Joyce Patel and Craig Bennett attend today's meeting and provided the group with a demonstration of Engineering's supplemental budget system.

This system was designed to meet specific needs for the School of Engineering. It is reconciled using data from the Financial Data Warehouse (FDW). They do not use any payroll data from the FDW (object codes 1200 and 1210). The system provides them with the capability of committing funds directly into the application such as projected salaries and fringe.

Security is based on Org id but in the future they would like to be able to secure access by the extended budget responsibility code. Craig Bennett manages user accounts.

The various screens in the system allow you to drill down into greater detail for purchase orders. You cannot yet drill down for specific information on journal entries and TABERS. Engineering will continue to enhance their system as defined by their needs and requirements.

**CIO Visits:** This committee's meeting with Marilyn McMillan, CIO, NYU will need to be rescheduled.

The meeting with Jim Davis, UCLA is schedule for Friday April 15 at 2:00 pm in Davidson Hall, Room 101. Dorothy suggested looking at the UCLA website to familiarize yourself with what they are doing in the area of strategic planning. Rosa requested the group to email questions to the list serve.

**Draft Report:**

**Financial Systems – Rough Draft:** Ann Martin did extensive work on this draft and distributed copies to everyone for discussion.

After reviewing the data received as the result of the questionnaires, the strengths of the existing system were brief. Rosa pointed out that one of the strengths of the current system is that it reflects current business practices. If we implement new contemporary financial systems, these business practices will have to be revisited. Steve stressed the importance of the need to identify anything that is currently used in the existing system that will still be needed. Ann will go back and re-survey some of the individuals.

Other items to be added to Strengths:

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- Payroll System Strength: Online TRS
- Human Resource System Strength: Online ADR
- Human Resource System Strength: Online Absence Reporting System

Jim indicated that some of the weaknesses focus on the UHR website and while they are valuable feedback for him, they do not relate to the HR system and should be removed from the document. Jim stated that the implementation year for the HR system should be 1995.

***Student Systems Draft:*** Brian Rose, Rosa Rivera and Ann Martin will attend the SIFT meeting scheduled for Tuesday, April 12 at 10:00 a.m. in the Undergraduate Admissions Conference Room in ASB. Other members are encouraged to attend.

***Over Report Issues:***

- There was discussion on the three overall concepts that will be addressed in the report:
  - » The recommendation seems to be that there is a need for a contemporary integrated administration system. This system is subject to what we define as our needs.
  - » Supplement Systems: Regardless of an integrated system, there will always be special needs that require supplement systems in various departments. The strategic goal of the University will be to provide a robust and secure method for providing data to the business areas that are relevant to these systems.
  - » Coordination of Supplement Systems: There is concern that smaller departments have the same needs as larger departments with supplemental systems however they cannot afford to design and implement a system. Because of this it is important that there is more coordination and communication when developing supplement system.
- At some point in the process of developing the report Rosa, Ann and Sanjana will review and identified issues related to Post Awards system.
- It was agreed that the report findings should be presented in the following sequence:
  - » Overview
  - » Vision
  - » Future State
  - » Current State
  - » Data Obtained (possibly an appendix or presented at a high level)

**The next full committee meeting is scheduled for Thursday May 5 at 10:00 in Davidson Hall, Room 101.** Please let Colleen Gordon know if you are unable to attend this meeting. If you plan on video conferencing, please contact Colleen by Thursday, April 28.