# UTSA PeopleSoft Steering Committee Meeting

**February 24, 2014**  
3:30 - 5:00 pm  
UH 6 Zoom Conference Room

### Steering Committee Attendees:
Rebecca Anderson, Pamela Bacon, Barbara Centeno, Lenora Chapman, Brian Cordeau, Donna Edmonson, Jackie Hobson, Ken Pierce, Can Saygin, Rebekah Smith, Paul Tyler, Terry Wilson

### Project Team Attendees:
Jacquelyn Kyle, Rene Paniagua, Carlos Gonzales, Douglas Hartzler, Cynthia Orth, Magdalena Torres-Foley, Veronica Guerrero

### Minutes:

## Agenda Items

### Topic 1. Campus Readiness and Communications Outreach
- **66 days** to go-live cut over process; **79 days** to campus access to UTShare/PeopleSoft
- Feb 3rd follow-up Steering Committee noted questions/areas to address - handout
- Provost Forum on Faculty Salary Distribution under PeopleSoft – 2/21
- Development of “Guide for Transition to UTShare/PeopleSoft”
  - Request for Steering Committee review/recommendations
- Distribution of cut-over schedule and dates to campus planned for March/April

### Topic 2. Training
- Update on first two weeks of classes

### Topic 3. Change Management
- Planning information sessions for months of March & April
- Two Campus Open Forums planned for March 18th and 20th

### Topic 4. UTShare Project Update
- Executive Committee Feb 19th meeting highlights
- ARDC Co-location meetings
  - Feb 17th – Reporting HCM/FMS Testing
  - Feb 23rd - Commitment Accounting
- HCM Update – Doug Hartzler
- FMS Update - Rene Paniagua
- Technical Update – Carlos Gonzales
- Project is running at 86% complete vs 96%

### Topic 5. Next Steering Committee
- Suggest Steering Committees attend one of the UTShare/PeopleSoft Campus Forums in lieu of meeting together on last Monday in March
- No Steering Committee Meeting April 28th due to go-live week preparations
- Recommend June 29th for next face-to-face Steering Committee

### Topic 6. Other