

BF Planning Calendar Projects/Activities/Milestones/Events Affecting Customers

IN THE TIMETABLE Indicate **key periods of activity affecting customers** such as: Active User Testing, Pilot Period, Roll-out/Implementation, Education, Mass Communication

		2008						2008					
CALENDAR		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
		Winter Term			Spring/Summer Terms					Fall Term			
B&F	B&F CUSTOMER SURVEY			Event									
A UHR	Recurring Cycles of Activity												
	Fall Term Appointment Processing								Cyclical				
	Winter Term Appointment Processing	cyclical pro											
	Spring/Summer Term Appt Processing	Enact cyclical processes											
	Open Enrollment - Benefits Plan	Effective							Educate		Enroll		
	Merit Processing						Dwnload		PS Upload				
A AVPF	Recurring Cycles of Activity												
	Budget Process												
	Unit Certification Process									Certify	Close Gaps (6 months)		
	Space Survey		Survey Conducted										
	Fiscal Year-end close								Cyclical				
A F&O	Recurring Cycles of Activity												
	Move-In Events								Event				
	Move-out Recycling Effort				Event								
	Spring Commences/Celebrations				Event	Event							
	Ann Arbor Art Fair								Event				
	Ann Arbor Summer Festival								Event				
	Parking permit renewal/sales process				Enact annual process								
A MAIS	Recurring Cycles of Activity												
B	Project/Initiative/Activity	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
B UHR	Planned Activity w/known dates	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
	Benefits Grad Care Fellowship	Final Phase											
	Leo Contract Roll-Out												
	Career Navigator												
	Organizational Competencies												
	Migrate Slotted Dir. Titles to Generic												
	Unit Self-Audit of I-9 compliance			Report									
	Preferred Names Self-Service	Review of name usage in business processes and reportin											
	Incentive Pay Policy	Implement	Close Gaps (6 months)										
	Migrate CLC/Inforhrm HR metrics tool												
	HRMS Upgrade	Inform			Train								
	Update Recruitment Materials												
	Diversity Blueprints	Develop and Implement Diversity Training Program											
	MI Healthy Community	Active U Program											
	Mental Emotional Health Initiative												
	Integrated Disability Mgt Recommendations	Begin implementation planning											
	Health Risk Reduction/Incentive Program	Implementation window											
	GEO Bargaining												
	UMPNC Bargaining	Start											
	Trades Bargaining				Start								

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	Project/Initiative/Activity	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
B	AVPF	Planned Activity w/known dates											
	Controls Project - Employment Process												
	Tech Tools Personal Use Taxation Policy		Implement										
	Tuition Billing Timing Change												
	PeoplePay (Form G Replacement)	Readiness	Campus Roll out										
	On-line Journal entries –												
	On-line cash deposit process												
	Merchant Credit Card – PCI Compliance												
	Consolidation of Cashier's Office to SAB	Event											
	Internal Controls Project – Journal Entry												
	Internal Controls Project - Cash Handling												
	Internal Controls Project - PCard												
	Internal Controls Project - Travel & Expense												
B	F&O	Planned Activity w/known dates											
	Pandemic Planning												
	Environment and Energy Initiatives												
B	MAIS	Planned Activity w/known dates											
	Mreports ICAG Reports	Production Release											
	Business Objects XI R2 Upgrade		Delegate Access Admin										
	Real Time Financials	Rollout	Change Management	Consulting									
	BI: Mreports Financial Reports	Pilot for Faculty	Campus Rollout	Additional Content & Users									
	E-Research Proposal Management	Training	Lmtd Release/Training	Full Release									
	E-Research Regulatory System			v2.0 Testing									
	Space Management Classroom Utilization												
	HE PeopleSoft V9 Upgrade	Awareness	Training	Go-live									
	M-Community (Enterprise Directory)							Sponsored users					
	Textbook Project	Design						Development & Testing	Training & a Series of Rollouts				
	Teaching Evaluations	Dev&Test	Pilot 2	Redesign				Development & Testing	Training & Rollout				
	Development/Fundraising System	Fit Gap/Design											
	Direct/Self Service Time Entry												
	Strategic plan update - Dean interviews												

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		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
		Winter Term			Spring Term		Summer Term		Fall Term				
C	UHR	Events											
						Event							
		Jan 24											
						Event							
C	AVPF	Events											
			Forum			Forum							
C	F&O	Events											
C	MAIS	Events											
												Event	
			Event										
				Event									
				Event	Event								
					Event								
						Event							
				19-Mar	16-Apr	21-May	18-Jun	16-Jul	20-Aug	17-Sep	15-Oct	19-Nov	17-Dec
				21-Mar	18-Apr	16-May	10-Jun	18-Jul	15-Aug	19-Sep	17-Oct	21-Nov	19-Dec
				26-Mar			25-Jun				22-Oct		