

Good Afternoon –

As you may be aware, the Capital Equipment process improvement team within the Financial Internal Controls Initiative began implementing the PeopleSoft Asset Management (PS-AM) module to assist in managing and reporting capital equipment assets throughout campus.

In preparation for cutting over to the PS-Asset Management module, we have completed a number of project targets:

- Froze data entry into CEIMS
- Approved and froze the PS-AM software code changes (new configurations, page enhancements and data conversion program)
- Held information sessions on the interim process for identified DPAs
- Made Capital Equipment reports of frozen CEIMS data available for all divisions/departments in Box

Additionally, we are on track to finalize upcoming project targets:

- Complete Go-Live during the week of November 28
- DPA Acceptance Agreements sent by December 1, 2016
- New policy and procedures will be effective January 1, 2017
- In-depth DPA training conducted in late January/early February, 2017
- User interface development begins early in 2017

We look forward to your continued support and to working with you as we strive to attain excellence in financial stewardship.

Regards,

The Property Control Staff

Amy Wilson, Director, Asset Management

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