

MEMORANDUM

Regarding Hyperion Shut Down Date of June 5, 2009

In response to recent project communications regarding the planned shut-down of the Hyperion reporting environment on 6/1/09, the IRA Project Management Team has heard a number of concerns regarding the proximity of the shut-down date to fiscal year-end, and the user community's readiness to use IRA for their year-end activities. We take these concerns seriously, and have discussed our options for addressing them.

The Hyperion shut-down date decision must consider the following factors:

- The Hyperion reporting environment is very unstable, which is impacting users' ability to do their jobs effectively.
- Through IRA Reports training, the Hyperion user community will learn how to do everything that they can currently do now in Hyperion, although the steps will be different.
- The IRA rollout is scheduled to begin in early March and last through mid-April, giving reporting users a month and a half to three months to use and become familiar with IRA before Hyperion goes away.
- There are not enough resources to address the known bugs in the Hyperion reports and create the new IRA reports. Therefore, the IRA reports will address these bugs, but the Hyperion reports will not be fixed. Examples of these bugs include Prior Year data not displaying, Project to Date information not rolling forward properly on the CIP report, and net asset natural classes being incorrectly included in some reports.
- Once we go live with IRA in March, the Controller's Office and the Office of Sponsored Projects will be responsible for the daily reconciliation of both the IRA and Hyperion data warehouses, until Hyperion is retired. This process can be quite time-consuming.
- Advanced reporting users may need additional time and support in order to transition from Hyperion to, due to their more sophisticated reporting and analysis needs.

In reviewing these factors, the Project Management Team is taking the following actions to address concerns about the Hyperion shut-down date:

1. Keep the Hyperion shut-down date scheduled in June, but change the date to 6/5/09 to allow two full days after the May close to run final reports for May. We will then re-evaluate user readiness in May. If deemed compelling and appropriate by the IRA Steering Committee, the Hyperion shut-down date will be revisited.
2. Encourage all Pilot User Group members to attend IRA Reports training as soon as possible in March, to maximize the amount of time they will have with using IRA before year-end, and to facilitate their support of end users in their areas.
3. Schedule two, 2-hour clinics each week, beginning in April and continuing through mid-July, to provide the end user community with the support resources they need to transition to IRA and be ready for year-end. The clinics will offer one-on-one consultation with a report developer, as needed.
4. Address special reporting needs on an individual basis, as they arise.

It is our hope that, through the steps outlined above, we are able to strike a balance between the need to move off of the Hyperion reporting environment to IRA as soon as possible, and supporting the user community's ability to do so. Please let me know if you have ongoing questions or concerns about this plan.

Cc: Lisa Celone, IRA Steering Committee Chair
IRA Project Team Members