

SUBJECT: GeorgiaFIRST HRMS Project Release 3.16

PURPOSE: Release of PeopleSoft Tax Update 05-F and BOR fixes and enhancements (see details below).

TECHNICAL IMPACT:

DATABASE: Your PeopleSoft HRMS database has been upgraded with BOR Release 3.16, and is available. You can verify your release level by navigating to any page, hitting [CTRL][J], and verifying the last three digits of the Application Release field. Please note: during the release process, all server-side cache files are deleted; this may cause performance issues during initial page loads.

WORKSTATION: As with any release, we recommend clearing your internet browser cache files before logging in to your database.

SECURITY: Security modifications are a part of this release. See details below.

Functional Fixes and Enhancements
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Modifications to Existing BOR Functionality:

BlueCross/BlueShield Interface (BORI021) – This program is modified to 1) capture any retirees who are enrolled in a Medicare health plan and in long-term disability and assign them to subgroup 002/003 (retirees under 65 or retirees over 65) instead of subgroup 001 (active); 2) generate the file type “Indemnity, PPO, and HMO” by default; and 3) pick up the Coverage Termination Date for Medicare Parts A and B. The BOR_HEALTH_DATA table is also modified to store the Coverage Termination Dates for Medicare Parts A and B. In addition, the run page of the BCBS Interface is modified to remove the file options.

Create FSA Temp Table (BORI023) – This program is modified to correct the zip codes issue. This modification is for the four pilot institutions who participate in FSA Administration with SHPS, Inc.

Faculty Profile Report (BORM015) – This report is modified to eliminate the use of the faculty member’s social security number. This is done in response to a University System Office initiative to reduce the use of SSN and the likelihood of identity theft whenever possible.

Medicare Information pages – The pages are modified to store the Coverage Termination Dates for Medicare Parts A, B and D. Both the MEDICARE_BOR and MEDICAREDEP_BOR tables are also modified to store the three additional date fields.

Pay Check Print (PAY003) – This program is modified to allow for correct printing of the signature card for the new Georgia Gwinnett College.

Populate Tenure Data Process (BORM018) – In response to Change Request #598, the Populate Tenure Data process is developed to take information from approved BOR and USO transactions and use the approved information to populate the Tenure Data pages in PS Manage Faculty Events. Business Process HR 430 which documents this process will be made available on HRMS website shortly.

Teachers Retirement Reporting process (BORIF04A, BORIF04D, BORIF04F) – These programs, along with the Edit ORP/TRS Temp Table page, are modified so that the file produced in the BORIF04D program meets the new TRS Reporting specifications. Highlights of the changes are the ability to: 1) enroll new members or rehires electronically, 2) include prior period adjustments and retroactive payments within the contribution detail file for the current report month, 3) provide a termination reason for a terminated employee, and 4) make name and address changes electronically. Business Process RPT 305 has been revised extensively to provide the instructions for reviewing, editing, and creating the TRS/ORP file, as well as instructions for submitting the TRS/ORP file via the TRS website.

Transaction Report (BORM014) – This report is modified to eliminate the use of the faculty member’s social security number. This is done in response to a University System Office initiative to reduce the use of SSN and the likelihood of identity theft whenever possible.

Security Fixes and Enhancements

Modifications to Model Security:

BORDPT10 (Dfn Pay Taxes – Set) – This permission list is modified to allow payroll users to add a new Local Tax table.

Populate Tenure Data Process – This new process is located under Board of Regents > BOR Faculty Events > Populate Tenure Data > Populate Tenure Data. Users with BOR MFE Administrator or BOR MFE Manager role will have the access to the process. Also, BORM018_PAR_BOR table is added to the Faculty Events Query Access group for MFE users to query against:

Query Access Groups Changes – The following 8 tables are added to different query access groups:

Table	Query Access Group
BOR_EMP_MAILDRP	Payroll
BORI023_PAR_BOR	Benefits
BORM018_PAR_BOR	Faculty Events
FSA_BOR	Benefits
FSA_COPAY_BOR	Benefits
FSA_PARTIC_BOR	Benefits
FSA_RUNHIST_BOR	Benefits
TRS_CONTRIB_BOR	Benefits

RELEASE DOCUMENTATION: Detailed Release documentation is available at the HRMS/GeorgiaFIRST website: <http://www.usg.edu/gafirst/hrms> - Release Information - Current Release.

The following business processes have been recently created or updated, and are available for viewing on our website:

- BEN 125 – Survivor Benefits Process – This process is revised to reflect a change to BOR Policy 802.1006
- PAY 405 – Handling Student FICA Status – The process is modified to update the student employee’s course load and associated FICA status.
- PAY 530 – Calendar Year End Checklist – This process is revised to add notes regarding printing a W-2 on a cut sheet form. It is also revised to correct the Top Split value, as well as the Print Column value for Boxes 12A – 12W, on W-2 Form ID M1286V.
- PAY 535 – Calendar Year Begin Checklist - Step 18 of the process is revised to change the Effective Date in the Account Code Details group box from 01/01/2YYY to the Begin Date of the first biweekly payroll in January.
- RPT 305 – TRS_ORP Retirement Reporting – This process is revised extensively to provide instructions to create and submit the TRS/ORP file using the new TRS Reporting specifications.
- RPT 340 – Account Distribution Reporting - This new process details the procedure for running the Account Distribution Report, BORR096.

Note: A summary of changes to the Business Processes may be viewed by clicking the ‘here’ link displayed at the top of the Business Process when opened directly from the HRMS web site. The

changes may also be viewed by opening the Business Process and going to File>Properties>Summary>Comments.

The following other documentation has also been recently created or updated, and is available for viewing on our website:

- Known Issues (Release Information – Known Issues)
 - KI0045 – Benefits Rates Changes Effective 12/30/05 / Impact on Comprehensive Benefits Report (BORR025)
 - KI0046 – Benefits Rates Changes Effective 12/30/05 / Impact on Benefits Billing Process
 - KI0047 – Box Print Parameter Change for W-2 Form ID M1286V
 - KI0048 – Correction to Business Process PAY 535, Calendar Year Begin Process

NEXT SCHEDULED RELEASE: The next regularly scheduled release for Version 8 – 3.17 – is tentatively scheduled for March 23, 2006.