

**SUBJECT:** GeorgiaFIRST HRMS Project Release 3.33

**PURPOSE:** Release of BOR fixes and enhancements (see details below).

**TECHNICAL IMPACT:**

**DATABASE:** Your PeopleSoft HRMS database has been upgraded with BOR Release 3.33, 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.

<b>Functional Fixes and Enhancements by Module</b>
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**BENEFITS**

BlueCross/BlueShield Interface (BORI021) – This program is modified to correctly format any non-USA address.

**FACULTY EVENTS**

Case Status Codes – An additional Case Status code, Campus Returned, is added as a valid value on the Manage Employee Cases page. This was done at the request of USO to help enhance Promotion and Tenure reporting.

**HUMAN RESOURCES**

Banner PT Comp (3) Build Trans process (BORI013) – This process, which builds the transactions for the Banner Part-Time Interface, is modified to enhance performance.

Department Search Records – The department search record in Position Management is modified to resolve the Known Issue KI0081 - Issue when searching for a Position by entering a Department in the search field. Prior to this modification a timeout situation would occur when users attempted to search a position by using the Department field and using the default operator of “Begins With”.

**PAYROLL**

CA Annual Report (BORIF03M) – This report is modified to increase the size of the format for the total field. Prior to the modification, the Total Gross Amount would contain \*\*\*\*\*.\*\* when the Total Gross Amount exceeded \$99,999,999.99.

Create Federal W-2 File (TAX960FD) – This process is modified to standardize the Address Formats on the output files for the RCA and RCE records.

Create Federal W-2c File US (TAX922US) – This process is modified to standardize the Address Formats on the output files for the RCA and RCE records.

Create State W-2 File (TAX960ST) – This process is modified to standardize the Address Formats on the output files for the RCA and RCE records.

Payroll Deduction Register FY (BORR022F) – This report is modified to increase the size of the format for the total fields. Prior to the modification, the Total field amount would contain \*\*\*\*\*.\*\* when the Total amount exceeded \$999,999.99. This report is also modified to exclude SSN’s to conform to the HIPPA guidelines.

Payroll Monthly Summary (BORR133) – This report is modified to include a Select Report Option allowing the report to be created by Payrun ID or by Reporting Period End Date. The Employee Deduction Summary report page is also modified to list deductions and totals by Deduction Classification, A (After Tax) and B (Before Tax) and include Grand Totals. This modification is made in response to Model Change Request #708.

State Tax Summary Report (TAX008) – This program is modified to generate a separate report listing employees who have negative QTD tax.

VALIC ORP Reporting Interface – In response to the request from AIG-VALIC, new interfaces are created to allow users to submit monthly employee and contribution data for VALIC ORP participants by uploading a file via the VALIC website.

Path: Board of Regents > BOR Benefits > Retirement/Savings > VALIC ORP Reporting

The processes are identified as follows:

- Create VALIC ORP Temp Table (BORI039A) – This process will populate new temp tables VALORP\_BOR and VAL\_CONTRIB\_BOR with employee data and contribution information for the month identified as the Reporting Period End Date.
- Edit VALIC ORP Temp Table – This page will allow users to make corrections, additions or deletions to an employee’s monthly activity prior to creating the remittance file.
- Create VALIC ORP Report (BORI039F) – This report contains the employee monthly data and contribution information. The report will assist users in reconciling the monthly contributions prior to creating the remittance file.
- Create VALIC ORP FILE (BORI039D) – This process will collect the employee monthly data and contribution information as identified in the VALIC Contribution File Layout specifications.

NOTE: Each institution will be required to submit a test file prior to going Live with VALIC. Users will receive detailed instructions for accessing the VALIC website and completing the monthly file submission when available. Communications regarding sending the test file are forthcoming.

### **Security Fixes and Enhancements**

#### **Modifications to Model Security:**

BORBPY40 (BOR Pay - Prc) – This permission is modified to turn on the access to the new VALIC ORP Reporting Interfaces.

Path: Board of Regents > BOR Benefits > Retirement/Savings > VALIC ORP Reporting

### **eRecruit Functionalities – Pilot Availability**

This section lists the enhancements and fixes delivered in this release for the eRecruit functionalities. Please note that eRecruit is currently a pilot project and is not available at all schools.

- eRecruit Logout – External Candidates who logout from eRecruit will be taken to a page outside the PS application. Previously these candidates were taken to the Self Service login page.
- eRecruit Help – External Candidates who access the eRecruit Help link now takes the user to an eRecruit instruction document. Previously these users were taken to Self Service Help doc.

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

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

- Known Issues – (Documentation>Known Issues)
  - KI0097 – Request for State Charitable Contributions Pledge Card File
- Self Service – (Documentation>Self Service)
  - This is a new section added to house all the documentations relating to the Self Service functionality. A new version of the Employee Self Service Help document and the Quick Reference Guide are added to reflect the upcoming Expense functionality delivered via PeopleSoft Financials Version 8 Upgrade.
- Training – (Documentation>Training)
  - A new document, Inventory of Interface/Process/Report in PeopleSoft HRMS Application, is added to the Training section. This document lists all the processes available in PeopleSoft HRMS application along with the path to access them, and the detailed description of the processes.

**NEXT SCHEDULED RELEASE:** The next scheduled release for Version 8 – 3.34 – is tentatively scheduled for October 20, 2008.