SUBJECT: GeorgiaFIRST HRMS Project Release 3.0

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

TECHNICAL IMPACT:

DATABASE: Your PeopleSoft HRMS database has been upgraded with BOR Release 3.02, 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.

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

SECURITY: Model security has been modified as a part of this release. See details below of security changes.

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Functional Fixes and Enhancements

Modifications to Existing BOR Processes and Reports:

Banner Part-Time Faculty Interface (BORI013/A/B/C) – BORI013A, B, and C are modified to populate the PAY_SYSTEM_FLG field in PS_JOB with the value of NA. The absence of NA in this field results in an error in Pay Calculation. These programs are also modified to populate fields in PS_JOB and PS_EMPLOYMENT that are populated in manual data entry when the page is saved.

BORI013B is modified to populate the FULL_PART_TIME field on PS_JOB with 'S' instead of 'P'.
BORI013C is modified to apply the correct effective sequence to the SSP and ESP rows in PS_JOB when the effective dates are the same on both rows.

Benefits Statement – This report was changed to prevent extraneous information from being listed for specific employees. Previously, information was being duplicated because the report was printing non-active benefit plans and plan information for COBRA events.

BOR GL Interface Audit Query – A query is being added to the model that will allow users to query the GL Interface work table to determine what employee is out-of-balance. This query can be run after the GL Interface, if the net pay does not equal zero, to aid in trouble-shooting.

Comprehensive Benefits Report (BORR025) – Several fixes were applied to this SQR to correctly report COBRA employees.

Maildrop IDs – Several enhancements were made to the tracking of maildrop IDs in version 8. The maildrop field was added back to the Employment page in Job Data, and the field on Payroll Data has been greyed-out. This allows users to assign different maildrop IDs for different employee concurrent job records. The maildrop on Payroll Data will be updated during the payroll process to equal the maildrop in Employment of the lowest job record being paid (similar to the primary paygroup modification). The Timesheet view was also modified to pull maildrop from this new location.

“Payroll in Process” Message – The warning message that displays when making a change to employee data during a payroll is being re-pushed as a part of this release. During the upgrade process, not all databases included the latest version of this warning message.

PeachCare Eligibility Interface (BORI151) – This interface was modified to send employees who are benefit-eligible, regardless of current benefit enrollments.
Personal Data – Several scripts were included in this release that correct personal information. 1) A script was run to delete any names in the names table that are blank. 2) A program was run to delete duplicate addresses. 3) A script was run to delete mark phone numbers as HOME instead of MAIN, as originally converted.

PSASOFDATE – The PSASOFDATE page (under Board of Regents – Utilities and Gen’l Options) has been modified to include both a From and a Thru date. Previously, this page only included the Thru date, but the PERSONNEL view that is used in end-user queries will select rows from Job Data and assorted tables with effective dates between the From and Thru dates; the From date was previously un-editable.

Third-Party Check Interface (BORI018), Checks (PAY003), and Advices (DDP003) – These programs were modified to correct issues with employee’s addresses being listed incorrectly. A warning message was added to the log file to alert users if there is no home address on file for an employee.

Time Entry Search Records – The search records behind the Biweekly and Monthly Time Entry pages was corrected to prevent duplicate rows from appearing for employees with multiple names.

**Modifications to Existing PeopleSoft Processes and Reports:**

COBRA Processing COBOL (PSPCOBRA) – This COBOL was modified to correctly update the coverage code for employees who move from Family coverage to Employee + Spouse coverage, when an overage dependent is no longer eligible and moves to COBRA. Previously, this delivered program was changing the coverage code to Employee + Child, even though the spouse remained on the active benefit plan.

My Favorites – The My Favorites link was re-added to group 2 databases; previously group 2 schools could add favorites, but had no “My Favorites” link to click on and view them.

Pay Calendar Page – The Pay Run ID lookup box on the Pay Calendar page was modified to return all pay run IDs; previously, this lookup would only return pay run IDs that were not attached to confirmed pay calendars, preventing users from detaching and re-attaching pay run IDs.

Primary Job Audit (PER058) – This PeopleSoft-delivered report was modified to run successfully against large databases; previously, this report was running to a status of Error and referencing a tablespace message.

Primary Paygroup – An applicant engine process was written to update the primary paygroup field on Payroll Data during Pay Calculation. This program has been added to the Pay Calculation process, such that it will run automatically whenever you run Pay Calculation. The primary paygroup that will be selected and put on Payroll Data will be the paygroup of the lowest job record being paid, when an employee’s check is having multiple jobs being combined into one check.

Report Repository – The report retention days has been increased from 7 to 30. Reports will now remain visible longer in the Process Monitor and Report Manager.

W-2 Print Process (TAX960) – The W-2 Print page was modified to print to LP format instead of HP. This will correctly format W-2s for printing.

**BOR Security Fixes and Enhancements**

Component Interfaces – Component Interfaces were added to various HR permission lists, which resolves errors when saving three separate pages: 1) when saving personal data after updating the Highest Level Achieved field, 2) when saving any change to the jobcode table, and 3) when saving a change to the Reports To field on position data.

Offer Components – Access to Offer Components and Offer Types was added to the Recruit Workforce Manager role (BOR RW Manager). A script was also run to populate these tables with model defaults.
Query Manager – The Query Manager role was updated to include access to the actual Query Manager tool. Previously, two roles were required for Query super-users – Query Designer and Query Manager. Query Designer has access to the tool and Query Manager previously did not. The primary query role to assign to a query user is still Query Designer; however, for power users, you no longer need to assign both roles.

RELEASE DOCUMENTATION: Detailed Release documentation is available at the HRMS/GeorgiaFIRST website: http://www.usg.edu/gafirst/hrms - Release Information - Current Release. This includes any other documents related to this release, if applicable, as well as these release notes.

NEXT SCHEDULED RELEASE: The next regularly scheduled release for Version 8 – 3.04 – is tentatively scheduled for September 18, 2004. This release will include the Manage Faculty Events (MFE) Conversion and modifications, as well as BOR fixes and enhancements.