



UNIVERSITY SYSTEM OF GEORGIA

In the Know with OneUSG Connect

June 13, 2018

Facilitator: Jodi Frazier

- ✓ *Muted on entry. Please remember to unmute*
- ✓ *Don't place your call on hold*
- ✓ *Let us know if you have difficulty hearing*

Housekeeping Items

- This WebEx is being recorded and the archive/presentation will be distributed following today's meeting
- We will keep a Parking Lot for items that require additional attention



Agenda

- Release Information
- Known Issues
- Budget Prep
- Customer Support
- Benefits
- Commitment Account
- Human Resources
- General Information
- Upcoming Events



Release Information



Release 3.12

Benefits

- Savings Plan enrollment updates

Manage Faculty Events

- Resolve Issue: Service Calc Group Field on Create Tenure Data Does Not Display Selected Value



Release 3.12

Human Resources

- Create view with Retirement Date Field for query use
- Modifications to the BOR_DOL_SEP Report
- Zip Code required to save Personal Data
- SSN must be entered or dummy SSN check box checked required to save Personal Data
- Override Position Data Access



Release 3.12

Manager Self Service

- Corrections to Manager Self Service Request form
- Enhancements to MSS Inquiry Page
- Submit Request to Change Time and Absence Approver form secured by company.

Employee Self Service

- Smoker Status Update



Release 3.12

Commitment Accounting

- Create CA Data Integrity Report
- Invalid Funding Report modification
- Modify automated wire process to include Purchasing Power deductions
- Modify Money Movement journal entry to include Purchasing Power deduction.



Release 3.12

Payroll

- Modification to the “Look Up” view when manually updating General Deduction on payline
- Modification to accommodate effective dating on the Company Table
- Create new process for SSC to run that updates deduction subsets for summer faculty pay by pay group
- Modification to Custom Payroll Presheet Audit Report Sequel to correct Inactive Job Code issue
- Purchasing Power Implementation
- Automated Adjustment functionality enhancements



Release 3.12

Security

- Maintain Dept approvers page that required two approvers will now require one approver.
- EE terminated due to retirement has two roles.



Known Issues



Commitment Accounting Resolved Issue

Integration Broker Messages from GeorgiaFIRST Financials are not Reaching OneUSG Connect

- A fix was applied to production on June 1, 2018.
- As a result, the Department Budget Earnings, Department Budget Deductions, and Department Budget Tax tables will now update correctly when the End Date is extended on a project.



Budget Prep



Budget Prep Load

- Only a single instance of the BORBPLOAD will run at a time.
- If institutions run their Budget Prep Load concurrently:
 - The Process Monitor will display a status of “Blocked” until the first request is processed successfully and posted.
 - Any subsequent, BORBPLOAD processes will be held in queue with a status of “Blocked” and then processed to success/posted immediately following.
 - **No action is required if your BORBPLOAD runs to a status of “Blocked.”**



Customer Support



Trending Inquiries

- Terminated Employee Documents
- Leave Requests
- ADP Password Resets
- Time Reporting
- SSO Inquiries
- Direct Deposit Updates



Benefits



Purchasing Power

- New Benefit effective 07/01/2018
- Purchasing program through internet retailer
 - Make purchases online or via call center
 - www.USG.PurchasingPower.com or 1-866-670-3477
- Deductions via paycheck
- Spending limit based on years of service
- Criteria to participate
 - Full Time with at least 12 months of employment
 - Earn at least \$20,000 annually
 - Must have a bank account or credit care for back up



Commitment Accounting



General Ledger and Money Movement

General Ledger

- GL process completed in HCM through 86B1
- Issue with journal entries in PSFIN for 86B1

Money Movement

- MM process completed through 86X1
- Researching issue with 86B1



TSA/ORP Split Process

Outstanding Pay Runs

- 85B2
- 85M1
- 86X1
- 86B1
- 86X2



Retro Distributions

Retros

- Retro processing is up-to-date
- Resumed nightly processing

Deleted Retros

- GL processed on the day after payroll confirms
- Retros created on GL day need to be attached to future pay end date



Encumbrance Projections

- Last full encumbrance completed June 8, 2018
- Encumbrances for remainder of FY18 will be at request of individual institutions
- Zero encumbrance process will be completed on June 28, 2018



June 2018

Monday	Tuesday	Wednesday	Thursday	Friday
11	12 86X2 Confirms	13 86X2 GL Processing Invalid Funding- 86B2 & 86M1	14 Invalid Funding- 86B2 & 86M1	15 Invalid Funding- 86B2 & 86M1
18 PreDist Audit-86B2 Invalid Funding- 86M1	19 PreDist Audit-86B2 due by 12:00 PM 86B2 Confirms Invalid Funding- 86M1	20 86B2 GL Processing Invalid Funding- 86M1 & 87B1	21 Invalid Funding- 86M1 & 87B1	22 Invalid Funding- 86M1 & 87B1
25 PreDist Audit-86M1 Invalid Funding- 87B1	26 PreDist Audit-86M1 due by 12:00 PM 86M1 & 86X3 Confirm Invalid Funding- 87B1	27 86M1 & 86X3 GL Processing Invalid Funding- 87B1 & 87M1	28 Invalid Funding- 87B1 & 87M1 Zero Encumbrance Process	29 Invalid Funding- 87B1 & 87M1



July 2018

Monday	Tuesday	Wednesday	Thursday	Friday
2 PreDist Audit-87B1 Invalid Funding-87M1 FY19 Encumbrance Process	3 PreDist Audit-87B1 due by 12:00 PM 87B1 Confirms Invalid Funding-87M1	4 July 4 th Holiday	5 87B1 GL Processing Invalid Funding-87B2 & 87M1	6 Invalid Funding-87B2 & 87M1
9 Invalid Funding-87B2 & 87M1	10 87X1 Confirms Invalid Funding-87B2 & 87M1	11 87X1 GL Processing Invalid Funding-87B2 & 87M1	12 Invalid Funding-87B2 & 87M1	13 Invalid Funding-87B2 & 87M1
16 PreDist Audit-87B2 Invalid Funding-87M1	17 PreDist Audit-87B2 due by 12:00 PM 87B2 Confirms Invalid Funding-87M1	18 87B2 GL Processing Invalid Funding-87M1 & 88B1	19 Invalid Funding-87M1 & 88B1	20 Invalid Funding-87M1 & 88B1



Human Resources



HUMAN RESOURCES

- Employees cannot be paid on USG Affiliate or Non-Paid Affiliate Instances
 - Must complete the USG Affiliate or Non-Paid Affiliate Instance and then enter the paid position on an Employment Instance (existing one [if applicable] or new one)
- Benefit Record Number
 - Should always be 0
 - Follows EE
- Return from Leave
 - Wait to enter this action until the EE actually returns



General Information



IP Address Changes

- OneUSG Connect is available only to specific networks
- If you have changes to IPs, the institutions must put in a ticket to update their access at least two weeks prior to when the change is needed.



In the Know Survey

- We will be sending a survey to get your feedback about In the Know and content we present.
- We will send the survey out this week and it will be open to take for one week.



Upcoming Events



Upcoming Events

June 16: Release 3.12

Scheduled Maintenance

- June 16 at 8 a.m. – June 17 at 7 a.m.

OneUSG Connect – Careers Applicant Portal Maintenance

- June 16 at 8 a.m. – June 17 at 7 a.m.

HPLAY Scheduled Maintenance

- June 18 at 8 a.m. – June 20 at 5 p.m.



Upcoming Events

Compensated Absences Report WebEx

- June 19
- Time: 2:00p.m
- During the WebEx, there will be a walk through of the Job Aid, a demo, and Q&A. Details will be sent this week.

Sept. 12 – 14: interactUSG Conference

- Classic Center in Athens, Ga.





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Review Parking Lot



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Questions and Wrap Up