UNIVERSITY SYSTEM OF GEORGIA
OneUSG Connect

The purpose of these Release Notes is to inform OneUSG Connect technical staff and functional users of the scheduled 5.12 release of University System of Georgia (USG) functional application enhancements.

OneUSG Connect **Release 5.12** is currently scheduled for **Friday, Aug. 23, 2019**.

OneUSG Connect and OneUSG Connect- Careers will be unavailable for scheduled maintenance from 11 p.m. Friday Aug. 23 until 7 a.m. Saturday Aug. 24. Time clocks and OneUSG Connect- Benefits will still be available.

Release HREL 5.12

General Information	
Business Processes and Job Aids	Changes to the following Business Processes and Jobs Aids have been included in this release:
Known Issues	Resolutions to the following Known Issues have been included in this release:

Technical Information	
Database	
Prerequisites	
Technical	
Functional	

Module Specific Information
Benefits Administration (BN)

Modifications to Existing Processes

Create new page to allow BORACAPAY app engine to run without date requirements	*BOR Customizations > ACA Monthly Payroll* A new page has been created under the above navigation for this program. In addition, a change has been made to allow the program to run without specifying a date range. If these values are left blank, the program will default in the first day of the previous month in the first date field and the last day of the previous month in the second date field.

Careers (HRS)

Modifications to Existing Processes

Applicant Automatic Disposition	In the past, when an applicant was selected on a job opening, all other applicants were placed in a hold status and ultimately rejected upon the search closing. This process does not allow for candidates to be correctly dispositioned; thus, this functionality has been turned off.

Reports/Queries

BOR_HRS_STATUS_DATE_JOB	Prompted by Job Opening ID, this query can be used to review applicant disposition and the date that the applicant/application was last altered.
BOR_HRS_STATUS_DATE_APPLICANT	Prompted by Applicant ID, this query can be used to review applicant disposition and the date that the applicant/application was last altered.

Page Changes

Search Applicants	The *Search Applicants* page has been removed to prevent institutional practitioners from seeing applicants that did not apply to their institution.
Search Applications	Access on the *Search Applications* page has been altered to that the business unit will automatically populate based on the user. Users will not have the ability to alter this field.

Commitment Accounting (CA)

Modifications to Existing Processes

Create Encumbrances (BORENCMB)	*Path: Navigator >Payroll for North America >Payroll Distribution > Commitment Accounting USA > BOR Custom CA > Create Encumbrances* An update was made to the Create Encumbrances program (BORENCMB) to capture/archive Error Messages when they are encountered during the program execution. The new table (BOR_ENC_MSG_ARC) was created and will be updated each time the create Encumbrances process is run. This archive table will enable a public query (BOR_ENC_MSG_ARC) to be run by the institutions after each time the Create Encumbrance process is run.
Process MSS Change Funding requests. (BORDBEUPD)	A modification was made to the BORDBEUPD program that takes approved MSS Change Funding requests and updates the Department Budget Earnings Table. Prior to this change, the program would not allow a sequence greater than '1' to be added to the Department Budget Earnings table for an existing effective dated row and would abend with a "Unique Constraint" error.

Reports/Queries

BOR_ENC_MSG_ARC	A copy of BOR_CA_ENCUMB_MSG_SSC query adjusted to look at the new archive table for Encumbrance Messages = BOR_ENC_MSG_ARC. This will include prompts for Instance Number and Set ID enabling the institutions to run their own query. The query will be run by SET ID and Process Instance, which will be provided to the Institutions by SSC after the Process Encumbrances program is completed.

Common Remitter

Modifications to Existing Processes

Reports/Queries

Common Remitter History Reports	*Navigator > BOR Customizations > BOR Payroll > Common Remitter > Retirement > Retirement ORP Inquiry* *Navigator > BOR Customizations > BOR Payroll > Common Remitter > TSA > TSA Inquiry* With the transition to TIAA Retirement@Work all mandatory and voluntary retirement providers were updated to "Retirement" in OneUSG Connect for Common Remitter processing. This caused a downstream impact on the ability to retrieve historical contribution data prior to 7/1/2019. The following queries should now return this data: TSA History Details TSA History Net Positive Data TSA History Net Negative Data ORP Summary Hist Tbl ORP History Table Detail
ERS Summary Updated	The monthly Employees' Retirement System (ERS) Summary has been updated to reflect

	Georgia State Employees' Pension and Savings Plan (GSEPS) contributions. Non-USG ERS members hired on and after Jan. 1, 2009 are automatically enrolled in the new GSEPS Plan. If an ERS member is vested and is hired by the USG they can opt to remain in the GSEPS plan. The ERS Summary should be run and saved each moth for historical documentation retention.

Page Changes

Faculty Events (FE)

Modifications to Existing Processes

Populate Assigned Effort	*Navigator > Workforce Development > Faculty Events > Track Events > Populate Assigned Effort* Created for UGA but can be available for other institution. A new process to generate assigned effort percentages based on the Department Budget Table. A security role would need to be requested. The OneUSG Connect team will be demonstrating this new process at InteractUSG in September and then scheduling a WebEx in early October to discuss and seek additional information from institutions interested in using this process to auto-populate assigned effort percentages based on funding. *Note: Practitioners will only be able to see this menu item if they have the security role assigned.*

Reports/Queries

BOR_MFE_DUAL_APPTS	New Query
	For MFE practitioners it identifies faculty with dual appointments
	Note: It will pull those individuals whose dual appointment position has been set up based on the published job aid – position number starts with 'D'.

Page Changes

Page Update Create Tenure Data	An Adhoc fix went into production related to the calculation of the '1st Eligible' field on the Faculty Data tab – under the Probation (Number of Years) area
	It was identified that the 1st Eligible field was not calculating correctly if Prior Experience/Credit was entered. The fix applied to production has corrected this issue.

ePerformance

Modifications to Existing Processes

Rollout to Pilot Institutions	The ePeformance module has been released for institutions piloting the functionality.
Employees Acknowledge Comments	We have provided a field to capture employee comments when acknowledging their annual evaluation.
Manager Override Employee's Acknowledgement	If an employee refuses to acknowledge their annual evaluation OR they are unavailable to do so, the manager can override their acknowledgment. This change provides a field to capture manager comments on why they overrode this process. If overriding, this field is required to be completed by the manager.

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Human Resources (HR)

Modifications to Existing Processes

Search options under National ID	*Navigator> Workforce Administration> Personal Information> Biographical> Search by National ID* We have added additional search options so HR practitioners can identify if an employee already has a record in the system prior to adding an employment instance. Options available are search by National ID and Search by Name

Payroll (PY)

Modifications to Existing Processes

xxE Pay Group Repurposed	*Path: Navigator > Set Up HCM > Product Related > Payroll for North America > Payroll Processing Controls > Pay Group Table* There is a requirement for a Non-Exempt Faculty pay group which will be met by repurposing the existing xxE pay group. The xxE pay group was created for a population of employees that are no longer active in the University System. Instead of creating a new pay group, the decision was made to utilize this existing pay group. Effective 7/14/2019 the pay group Description is "Non-Exempt Faculty" and it maps to the 512100 account.
New Retro Pay Earnings Codes Added	*Path: Navigator > Set Up HCM > Product Related > Payroll for North America > Compensation and Earnings > Earnings Table* New Retro Pay Earnings Codes have been created to support Multiple Components of Pay (MCOP). Earnings Codes were effective 7/1/2019 and include: ROL – Retro OVL RPL – Retro PAL

	RUF – Retro SUF RNF – Retro SNF RUS – Retro SUS RNS – Retro SNS RCA – Retro CAP RCC – Retro CAC RPN – Retro PAN RHP – Retro HOP RHO – Retro HOU RSB – Retro SUB RST – Retro RST

Reports/Queries

BOR_PY_ACTIVE_ADDL_PAY	*Navigator > Reporting Tools > Query > Query Manager/Query Viewer* The criteria for this query was modified so that additional pays that did not meet a goal balance before the additional pay end date are no longer returned in the query. Before, if an employee's additional pay ended due to an end date but still had a goal balance not equal to goal amount the query returned that employee in the query.

Self Service (SS)

Modifications to Existing Processes

State Charitable Contribution Program (SCCP) Updates	All employees should now see the SCCP tile in Employee Self Service. HREL 5.12 includes an update to send enrollment letters to employees who make SCCP contributions via payroll deduction in OneUSG Connect.
	As we approach the SCCP enrollment period, Institutions need to define:
	• Who is the SCCP Administrator for OneUSG Connect?
	    • Establish campaign dates
	    • Update SCCP coordinator information
	    • Update SCCP cash/check donation instructions

	• Who is the SCCP Coordinator for your institution? • To request the SCCP Administrator security role, please email oneusgsupport@usg.edu to open a ticket for your request. • Job aids are also available for the SCCP Admin to use in setting up details Institutions are still responsible for their own employee-facing communication to encourage participation in SCCP.
Pay Tile Calendar	To improve user experience, we have added verbiage on the calendar telling the user to select the month, day and year in order to view checks for the dates other than those listed
Supplemental Pay Transaction	The Supplemental Pay transaction has been updated so that the submission page details (Submission Date, Effective Date, and End Date) carry over with the same labels to the approval page. Previously the labels on the date fields on the approval page were different from the submission page.

Other Notes

Next Scheduled Release	6.00- Dec. 13, 2019 Cohort 6 Georgia Institute of Technology
More Information and Support	For business impact emergency issues, contact OneUSG Connect at oneusgsupport@usg.edu.