The purpose of these Release Notes is to inform OneUSG Connect technical staff and functional users of the scheduled 6.00 release of University System of Georgia (USG) functional application enhancements.

OneUSG Connect **Release 6.00** is currently scheduled for **Friday, March 13, 2020**. OneUSG Connect will be unavailable for all employees:
- Mar. 13, 6 p.m. - Mar. 18, 7 a.m.
- Mar. 27, 6 p.m. - Mar. 31, 7 a.m.

Release HREL 6.00

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
Absence Management (ABS)

Modifications to Existing Processes

Absence Cascading	**Navigator > Global Payroll & Absence Mgmt > Absence & Payroll Processing > Review Absence / Payroll Info > Results by Calendar Group > Generated Positive Input** Configuration change to allow for the cascading Absence Takes to generate earnings codes that correspond to the actual absence entitlements being reduced. This will be reflected in the generated positive input, payline and pay stub current period.
Military Leave Forecasting	**Navigator > Global Payroll & Absence Mgmt > Payee Data > Maintain Absences > Absence Event** Update to Element EA – Military to allow forecasting of the absence take
Extended Absences (EA) – Bone Marrow and EA – Organ Donation	**Navigator > Global Payroll & Absence Mgmt > Payee Data > Maintain Absences > Absence Event** Adding absence elements for Bone Marrow and Organ Donation events

Commitment Accounting (CA)

Modifications to Existing Processes

EDR Update Process (Purge)	A fix is being applied to only allow saved Ad Hoc transactions to be removed from the system based on the purge days configuration setting. This is typically set to 5 days for most institutions. Note: The purge trigger is from last updated system date/time stamp.
Accounting Adjustment File Upload	**Nav > BOR Customizations > BOR General Ledger > Accounting Adjustment Upload** This is a new error report that is created when an uploaded file runs to NO SUCCESS in the Process Monitor and contains an invalid entry in one of the following fields: • Employee ID • Pay End Date • GL Account Code • Combo Code To review your error report, go to the process monitor and click the Details link for the NO SUCCESS line, then click the View/Log Trace link. Then click the file named BOR_ACCT_STRNG_ADJ_ERRORS.log to review the error file. Entries must be corrected in the file in order for the file to load successfully. Refer to the updated Accounting Adjustment job aid for additional information.

Archive PSB Tables	**BOR Customizations > BOR Utilities > Archive PSB** OneUSG Connect functionality for ITS support to archive the PSB table. Data for three (3) fiscal years will remain in the active table. Fiscal years FY17 and older will be archived to the following tables: • HCM: PS_BOR_PERS_S_HIST • FIN: PS_PERS_SERV_BOR_H • AUFIN: PS_PERS_SERV_BOR_H

Reports/Queries

BOR_CA_EDR_WORKFLOW (NEW)	**Nav > Reporting Tools > Query > Query Manager/Viewer** This new query provides a list of Express Direct Retros with the last approver with name and user ID and last approver's comments. **Note:** Results of the entire workflow history is not included since this table only stores the most recent approval/denial action of the transaction. Full workflow history is available for review on the EDR transaction page.
BOR_CA_EDR_APPR_NOT_PROCESSED	Added new fields: • Cost Transfer Justification • Detail Chartfields • Department ID and Department Name • Combo Code Description • Creator ID and Name • Position Title Added criteria: • HR Department ID

	• Creator ID

BOR_CA_EDR_COMPARE	Added new fields:
	    • HR Department ID and Department Name
	    • Creator ID and Name
	Added criteria:
	    • HR Department ID and Department Name
	    • Creator ID

BOR_CA_EDR_DENIED_LOCKED	Added new fields:
	    • Cost Transfer Justification
	    • Detail Chartfields
	    • Department ID and Department Name
	    • Combo Code Description
	    • Creator ID and Name
	    • Position Title
	Added criteria:
	    • HR Department
	    • Creator ID

BOR_CA_EDR_LOCKS	Added new fields:
	    • Cost Justification
	    • Department ID and Department Name
	    • Combo Code Description
	    • Position title
	    • Creator ID and Name
	    • Position Title
	Added criteria:
	    • Creator ID

BOR_CA_EDR_NOT_APPROVED	Added new fields:
	    • Cost Transfer Justification
	    • Detail Chartfields
	    • HR Department ID and Department Name
	    • Combo Code Description
	    • Position Title
	Added criteria:
	    • Creator ID and Name
	    • Transaction ID

BOR_CA_EDR_PSB_VS_HRA	Added new fields:
	    • Position Title
	    • Detail Chartfields

	• HR Department ID and Department Name Added criteria: • HR Department ID
BOR_CA_EDR_STATUS	Added new fields: • Cost Justification • HR Department ID and Department Name • Combo Code Description • Creator ID and Name • Position Title Added criteria: • HR Department ID • Creator ID

Security Role Changes

BOR Express Direct Retro	New security role to allow MSS Managers (BOR Manager Role) to initiate an Express Direct Retro transaction.

Page Changes

Express Direct Retro (EDR)	**Nav > Manager Self Service > Express Direct Retro > Retro Distribution Request** Transaction row validation logic has been applied that requires users to account for the original distribution total amount when inserting a row for redistribution. Note: Users moving only a partial amount of the original transaction will only need to update the Chartfield Details to the correct combo code and change the amount.

UNIVERSITY SYSTEM OF GEORGIA
OneUSG Connect

Faculty Events (FE)

Page Changes

Person Profiles	**Nav > Workforce Development > Profile Management > Profiles > Person Profiles**
	Two check boxes have been added: Highest Degree Transcript Received
	Institutions will have the ability to track not only if the degree is the terminal for the discipline, but also if the degree entered is the highest degree earned and transcript received.
	Please note that should a faculty member earn a new degree these fields should be reviewed on the previous entries (i.e., Highest Degree and/or Terminal Degree for Discipline)
Create Tenure Data	**Workforce Development > Faculty Events > Calculate Tenure > Create Tenure Data**
	We have added an 'Override Tenure Calc Dates' checkbox, which will allow institutions to update the calculated fields based on your institutional practice related to faculty reviews for tenure.
	If checked, the field will open up for you to modify, but it will then be the institutions responsibility to maintain.

Human Resources (HR)

Page Changes

Person Profiles	Nav > Workforce Development > Profile Management > Profiles > Person Profiles
	Two check boxes have been added: Highest Degree Transcript Received
	Institutions will have the ability to track not only if the degree is the terminal for the discipline, but also if the degree entered is the highest degree earned and transcript received.
	Please note that should a staff member earn a new degree these fields should be reviewed on the previous entries (i.e., Highest Degree and/or Terminal Degree for Discipline)

Time and Labor (TL)

Modifications to Existing Processes

Reports To Logic Update	**Navigator > Workforce Administration > Job Information > Job > Reports To** **Navigator > Time and Labor > Enroll Time Reporters > Maintain Time Reporter Data**
	Logic updates have been made to the "Reports To" on job and Rule Element 5 on MTR panel to update as follows:
	1) No TA value in MTR the MTR equals Reports To 2) If Reports To = TA and Reports To changes TA is updated

	3) If Reports To <> TA and Reports To changes TA remains

Payroll (PY)

Modifications to Existing Processes

Summer Pay Enhancements **Summer Pay Setup**	**Navigator > Payroll for North America > Payroll Customization > AYP/Summer Pay > Setup > Summer Pay Setup** This institution specific page provides the setup options for entering data on the Summer Pay page. This page controls the maximum compensation for summer pay, display options for Default Summer Pay, Line Percent Enabled, months to Gray, automated percent distributions, earnings codes and pay groups.
Summer Pay	**Navigator > Payroll for North America > Payroll Customization > AYP/Summer Pay > Use > Summer Pay** This employee specific page contains the data elements required for paying summer pay including: Summer Pay (Amt Per Summer), Earnings Code, Percent, Combination Code, and earnings per month. The data from this page loads to Additional Pay by batch process each evening and on demand by Shared Services.
Summer Pay Load	**Navigator > Payroll for North America > Payroll Customization > AYP/Summer Pay > Process > Summer Pay Load**

	This process will run by batch each evening and loads data from the Summer Pay page to Additional Pay.
Summer Pay Load-Monthly	**Navigator > Payroll for North America > Payroll Customization > AYP/Summer Pay > Process > Summer Pay Load – Monthly** This process will be run by Shared Services prior to paysheet creation to capture any data entered in the Summer Pay page between the nightly batch process and paysheet creation. This process loads data from the Summer Pay page to Additional pay.
Summer Pay Lock	**Navigator > Payroll for North America > Payroll Customization > AYP/Summer Pay > Process > Summer Pay Lock** This process will be run by Shared Services two days prior to paysheet creation. Running this process "grays" the month on the Summer Pay page and Summer Pay Setup page to prevent data from being entered. Once this lock process is run any updates to the month's summer pay will need to be manually adjusted on the Additional Pay page or on the payline during payroll processing.
Summer School Distribution Report	**Navigator > Payroll for North America > Payroll Customization > AYP/Summer Pay > Report > Summer School Distribution Rpt** This report requires Set ID, Department and Year and will return Summer Pay data for the criteria selected. This report was designed to provide summer pay details to the distributed department user.

UNIVERSITY SYSTEM OF GEORGIA
OneUSG Connect

View Summer Pay Link	**Navigator > Workforce Administration > Job Information > Job Data > Compensation > View Summer Pay** A link has been created to be displayed on the Compensation page of Job Data in the Pay Components section. This link will be visible when the employee has data saved on the Summer Pay page. Clicking this link will return view only access to the Summer Pay Detail for the employee. If the employee does not have data saved on the Summer Pay page, this link will not be displayed.
New Earnings Code Added for Summer Pay	**Navigator > Setup HCM > Product Related > Payroll for North America > Compensation and Earnings > Earnings Table** A new earnings code has been created to be used for summer pay. "ADS" Summer Faculty Non-Instructional Assignment earnings code is subject to retirement and is mapped to the 513100 account. This earnings code can be available on the Summer Pay page if the institution requests inclusion on the Summer Pay Setup page. This earnings code has been added to the Faculty Benefited Earnings Program.

Reports/Queries

Summer Pay Data Query	**BOR_PY_SUMMER_ADDL_PAY_MO Navigator > Reporting Tools > Query > Query Manager/Viewer** This query prompts on effective date of Additional Pay and returns earnings code specific Additional Pay Data. This query can be used to review/validate summer pay data.
Summer Pay Audit Query	**BOR_PY_SUMMER PAY_AUDIT**

	Navigator > Reporting Tools > Query > Query Manager/Viewer
	This query prompts on calendar year on the Summer Pay page and returns User ID, Date and Time Stamp and Summer Pay page details.

Self Service (SS)

Modifications to Existing Processes

Updates to Approvals Configuration in MSS	Initiators will no longer be able to approve transactions they initiate. For this reason, OneUSG Connect Support recommends that all institutions have more than 1 approver in all approval groups.

Reports/Queries

BOR_SUBMITTED_MSS_WF	A new query has been added to allow those with query access to review the approvals status of MSS transactions that have initiated.
BOR_MSS_WF_ERROR_LIST	A new query has been added to allow those with query access to review transactions that were not auto updated by the system

Page Changes

Ad Hoc Salary Change Transaction – MSS	The Ad Hoc Salary Change transaction in MSS has been updated to display the reason code of "reclassification" as a break/fix item in production. This had already been identified as a valid action/reason combination and configuration was needed to allow the reason code to display.
Supplemental Pay Transaction – MSS	A new supplemental pay code "OMS CS (GT)" has been added to the MSS transaction to request supplemental

	pay. This pay code is for use by Georgia Tech only and follows precedent set by institution-specific codes added in prior cohorts.

Budget Prep (BP)

Modifications to Existing Processes

Budget Prep Load Fixes	**Navigator > BOR Customizations > Budget Prep > Budget Prep Load**
	• Fixed issue where ABBR was not being updated
	• Fixed issue where Department Entry Date and Job Entry date were being updated incorrectly
	• Fixed issue with Department Budget Table entries weren't loading correctly for multiple earns codes
	• Fixed issue with HP_USED_DISTRIBUTN being incorrectly set to 'Y'
	• Added Report for Department Budget entries if run in Report Only mode

Other Notes

Next Scheduled Release	6.10: April 24, 2020
	6.12: July 17, 2020
	6.20: December 4, 2020
More Information and Support	For business impact emergency issues, contact OneUSG Connect at OneUSGSupport@usg.edu.