The purpose of these Release Notes is to inform OneUSG Connect technical staff and functional users of the scheduled 6.30 release of University System of Georgia (USG) functional application enhancements.

OneUSG Connect **Release 6.30** is currently scheduled for Friday, March 11, 2022. OneUSG Connect will be unavailable from 11:15 p.m., Friday, March 11, 2022, until 7 a.m., Tuesday, March 15, 2022. For further details about this downtime and upcoming functionality, please see the Release 6.30 UAT Kick- Off Meeting and Functionality Review located here.

Release HREL 6.30

General Information	
Business Processes and Job Aids	Changes to the following Business Processes and Jobs Aids have been included in this release. Details are in the module specific areas below.
Known Issues	Resolutions to the following Known Issues have been included in this release: USGKB0012057 USGKB0011272 USGKB0011353 USGKB0012366
Updates to User Experience	HREL 6.30 introduces a new color scheme, font, and tile experience across the platform. To the extent possible, additional Module-specific updates will be documented below.

Table Changes

Please note that table items are subject to change.

Table Name	Type of Change	Comments
TABLE_NAME	NEW COLUMNS FROM ORACLE	USAGE COMMENTS
PS_NAMES	PREF_FIRST_NM_SRCH	Populated with PREF_FIRST_NAME.
PS_AUDIT_NAME_BOR	PREF_FIRST_NM_SRCH	Audit record for names.
PS_COUNTRY_TBL	EO_ADDR_VAL_CLASS EO_ADDR_VAL_PATH EO_ADDR_VAL_METHOD	Related to new address validation functionality.
PS_HRS_APPLICANT	HRS_PREF_MODE	Valid values: A (Yes) and B (No). Default is B. Related to User Experience/Accessibility value.
PS_JPM_SRCH_CFG	JPM_SRCH_RANK_MTHD JPM_DISP_EMPLID JPM_DISP_INT_LIST JPM_CSC_PCFG_ID JPM_CSC_NPCFG_ID	
PS_ADDL_INFO_BRA	PROCEED_NBR_BRA	
PS_GP_RCP_PYE_DTL	HSC_BANKACCCRYPT HSC_BANKACCCRYPT3	New fields for encryption functionality have not been implemented.
PS_RETRODED_CALC	DEDUCTION_END_DT	Table not in use.
PS_ESTAB_TBL	RPU_MUNICIP_CD_MEX RPU_ESTABID_MEX	Additional fields in Establishment Codes table.
PS_HEALTH_PLAN_TBL	ACA_HRA_AMT	New field for HRA Monthly Coverage Amount
PS_PYE_BANKACCT	HSC_BANKACCCRYPT HSC_BANKACCCRYPT3	New fields for encryption functionality have not been implemented.

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PS_RECIPIENT	HSC_BANKACCCRYPT HSC_BANKACCCRYPT3	New fields for encryption functionality have not been implemented.
PS_PER_ORG_ASGN	BUSN_TITLE_SRCH	Populated during update with BUSINESS_TITLE
PS_BOR_CPF_ATTACH	TRANSACTION_ID ATTACHSYSFILENAME ATTACHUSERFILE	New table for Change Position Funding attachments.

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Module Specific Information
Absence Management

Modifications to Existing Processes

A new disclaimer has been added just left and above the Absence Type field on the Absence Request page. **The purpose of the disclaimer is to remind users that changes made to the Absence Name and/or Type may also change some of the previously selected values associated with the Name.**	ESS > Time and Absence > Request Absence • The ABS End Date, Orig. Start Date, Duration/Partial Days, and Attachment document selections may change with a change to the Absence Name. • Users should be aware that the ABS Start Date will not change when a new name is selected and should be updated accordingly if needed. • No Job Aid provided.
Oracle Bug Fix: Duplicate Absence Reason options displayed for selection when entering a new FMLA Intermittent Extended Leave Request for an Employee.	Employee Navigation: ESS> Time and Absence> Extended Absence Request Practitioner Navigation: NavBar> Navigator> Global Payroll & Absence Mgmt> Payee Data> Maintain Absences> Request Extended Absences Absence Reason selection options no longer display duplicates.
Results By Calendar Group **Global Payroll & Absence Mgmt > Absence and Payroll Processing > Review Absence/Payroll Info > Results by Calendar Group** **NAV > MSS > Time Management > View Time > Payable Time** **NAV > Reporting Tools > Query > Query Manager**	**Issue:** All finalized Absence calendars prior to January 2021 were archived in December 2021. Only January 2021 through current ABS Calendar information is currently available online. Because the archived data is no longer accessible for processing, we experienced some issues with retroactive transactions from both Time and Labor & Absence Management that triggered Archived retro Time and Absence periods to reprocess. Because Absence data, retro to 2021, is archived and no longer available online for processing, those triggered retro Absence Events reversed. A few institutions have reported reversed transactions, others may also have impacted employees. **Solution:**

Archived Absence data will be restored as a part of Release 6.30.

How can you determine if your institution has any reversed transactions?

1. Impacted employees will have retro Absence Events that were submitted in December 2021, January 2022, or February 2022 with an event date between **12/26/2020** and **01/31/2021**.

   a. Retro events within this period <u>may</u> cause an employee's VAC, SIC, or COMPTIME **Carry Over Balances** to reset to Zero.

   b. Absence Carry Over balances are always calculated w/in the January period.

   c. The calculation uses the Ending Balance from the prior December as the Carry Over Amount.

   d. Because the December 2020 calendars were archived, there is no December balance available online to use in the calculation. So, it calculates to zero.

2. Look for **Absence Events** and TL **Additional Straight Time (AST)** hours in Payable Time that were reversed (negative hours) with a Date Under Report (DUR) between 2017 and 2020, and a frozen date >= December 1, 2021.

   a. Query: **BOR_TL_PYTM_ARCHIVE_REVERSAL**

   b. Evaluate the result carefully, some transactions may be valid.

3. Document Employee ID, Empl Rcd numbers, and event dates for impacted employees.

4. These transactions should reverse again to correct themselves once the Archived Absence data is restored.

Additional correction Instructions are forthcoming.

This resolved known issue: USGKB0012366.

Commitment Accounting

Modifications to Existing Processes

Project Sync	Project Sync has been updated to correctly adjust funding end dates for future dated funding rows. Prior to this update, changes made to the project end date were not correctly updating the funding end date on any Department Budget Table entries that had an effective date that was greater than the current system date.
6.30B - GT Encumbrances	GT Encumbrances has been updated to add additional paygroups at Georgia Tech's request. As part of this change, the process is updated to use the existing BOR Encumbrance Controls configuration page and to remove hard-coded paygroup setup. Additionally, Academic Year Pay handling has been fixed – positions set up for Academic Year Pay will now correctly encumber supplements and allowances configured in Compensation and Department Budget Table. Lastly, terminated positions will now encumber for the final pay period in which the position will be paid.
6.30A - GT Only - Flat Rate Fringe/Tuition Remission Processing for Acct Adjustment	GT Flat Rate Fringe/Tuition Remission processing code has been updated for processing accounting adjustment transactions. Prior to this update, if the check number field was left blank on an Accounting Adjustment transaction, it caused the Flat Rate Fringe/Tuition Remission process to fail. The Flat Rate Fringe/Tuition Remission program was modified to remove the code that verified the check number (specifically, removed AND C.PAYCHECK_NBR = T.CHECK_NBR from 40_TUTP Step30TES). This will prevent the error and allow the process to continue, when a check number has not been entered.

Reports/Queries

6.30A Employee Cost Detail Report (BCAR005)	**Navigation:** Home > Employee Self Service > Manager Self Service > System Reporting Manager (Tile) > Commitment Accounting > Employee Cost Detail Report

	Code changes were made to report Pay Period End dates in chronological order.

Page Changes

Change Position Funding	**Navigation:** Nav > Manager Self Service > Position and Funding > Change Position Funding Or **Navigation:** Home > Employee Self Service > Manager Self Service > Manage Positions > Change Position Funding Attachment functionality has been added to the Change Position Funding page. A file can now be attached to a new transaction in the '**File Attachment**' section. This file can also be reviewed by workflow Reviewers/Approvers. This fulfills Model Change Request CHG00668.

Human Resources

Modifications to Existing Processes

Transfer- Manage Transactions	Workforce Administrations> Smart HR Template> Manage Transactions Currently when processing transfers through Manage Transactions, practitioners are receiving an error (Class Rowset method InsertRow...) With HREL 6.30, Practitioners should not receive an error when processing transfers through Manage Transactions. This will resolve Known Issue USGKB0012057 and USGKB0011272

	Note to Practitioners that Add Additional Job action/reason should not be used. They should use Add New Employment Instance. When using Add Additional Job, it is tied to the primary job and if that is terminated, the system is designed to automatically terminate the additional job.
New Empl Class value added	Workforce Administration > Job Information > Job Data (Job Information tab) While it is not a requirement to populate this field, and it is not used for any USG reporting or eligibility requirements, if your institution elects to utilize the field, we wanted to make you aware that the new value of 'Resrch Fac' for Research Faculty. This fulfills change request CHG00795.

Manage Faculty Events

Modifications to Existing Processes

Annual Tenure Calc / Updates to Create Tenure Data and Accrue Tenure Services flag for inactive faculty	Two new Job Aids have been created related to these updates: USGKB0012395 How Do I Uncheck Accrue Tenure Service Flag USGKB0012394 How Do I Update Tenure Status for Inactive On-Track Faculty

Reports/Queries

New Queries	BOR_MFE_ON_TRACK_INACTIVE This query is beneficial for data maintenance related to the Annual Tenure Calc process. It identifies all inactive faculty who have a tenure status of Not Tenured on Track. Please refer to Knowledge Base article USGKB0012394 How Do I Update Tenure Status for Inactive On-Track Faculty

Page Changes

Create Tenure Data	Workforce Development > Faculty Events > Calculate Tenure > Create Tenure Data

	Fix is being applied to the Rank Tenure Home field. This is a required field so the page will not be saved if the field is not populated, and practitioner will receive an error. This will resolve Known Issue USGKB0011353 Tenure Data Record Saving Without Required Field Populated
Faculty Data Self Service Dashboard	Users will notice a new look and feel for some tiles located in the Payroll Dashboard. Prior to the Release: After the Release:
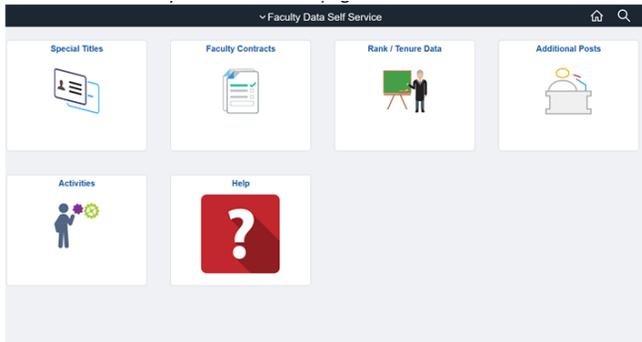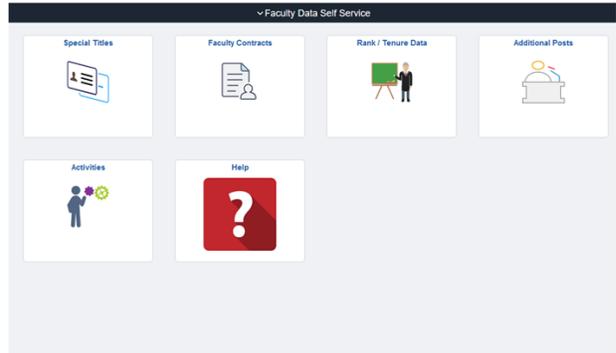
Payroll

Modifications to Existing Processes

Summer Pay Conversion	Modified two of the SQL in the conversion program: • Revised dates to have year 2022 • Updated Action to CNV (Conversion) Correct issue with 8/1 Return from Work break (RWB) row that did not insert the row if the employee record had a

	historical termination row. After the release, the conversion program should insert the 8/1 RWB row as expected.
Automated Adjustment online adjustment page	**Payroll for North America > Payroll Customization > Automated Adjustments** The Benefit Plan field on the Automated Adjustments online adjustment page will be updated to a required field for retirement plans transaction types. Prior to the release, the benefit plan field was not required on the online page but was required on the deduction adjustment spreadsheet.
Additional Pay Load	**Payroll for North America > Payroll Customization > Additional Pay Load** The AddlPay_Load_Report process output will no longer return employees with an incorrect empl rcd. The employees in error will be now returned on the AddlPay_Error_Report. Prior to the release, the employee in error was returned on the Load Report as if the transaction loaded even though the transaction did not load. Also, the employee was not returned in the error report.
Additional Pay Load	**Payroll for North America > Payroll Customization> Additional Pay Load** The Additional Pay load has been enhanced to accept negative earnings and will now be consistent with the additional pay page. Prior to the release, the Additional Pay Load would not allow negative amounts.

Page Changes

Installation Table Checkbox	**Navigator > Set Up HCM > Install > Installation Table > Product Specific** A new checkbox "Reset Tax Data for New Company (USA)" is added to the Installation Table. The status of the checkbox determines how the Automatic Employee Data function will set up Tax Data and Tax Distribution record for employees in the following action situations: • Scenario 1 - An employee is transferred to a different Company. (An employee is transferred from Company A to Company B).

	• Scenario 2 - An employee is rehired in a different Company. (An employee who was previously employed in Company A is re-hired in Company B). • Scenario 3 - Add Employment Instance is used to create a new employee record in a different Company. (Multiple Jobs) Prior to the release, the same Federal and State Tax Data elections are set up in the new Company as they were in the previous Company. After the release, the checkbox will be checked and the transferring or rehired employee's Federal and State Tax Data pages in the new Company will set up as: Special Withholding Tax Status = None Tax Status = Single Withholding Allowances = 0
Summer Pay Page	**Navigator > Payroll for North America > Payroll Customization > AYP/Summer Pay > Use > Summer Pay** **Navigator > Manager Self Service > Compensation and Stock > Submit Summer Pay Request** After the release, users will receive an error message and hard stop for transactions with combo codes ending in SUS, so suspense accounts cannot be used for Summer Pay. Prior to the release, users were able to successfully save the page when a combo code ending in SUS was selected.
Payroll Dashboard	Users will notice a new look and feel for some tiles located in the Payroll Dashboard. Prior to the Release: After the Release:
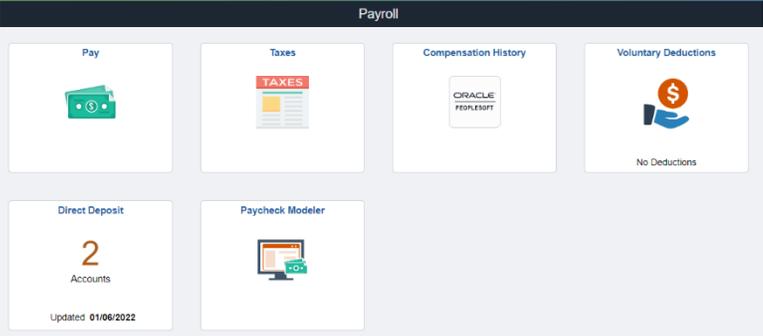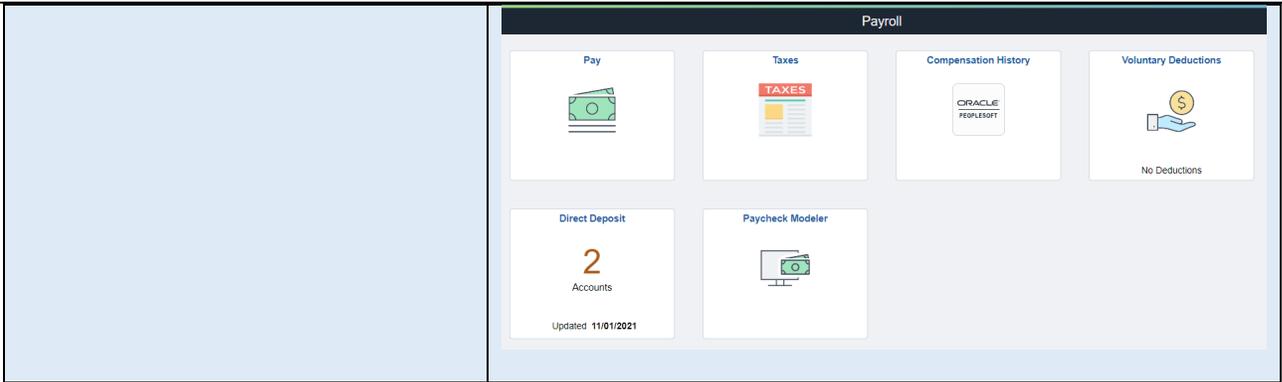
Recruiting

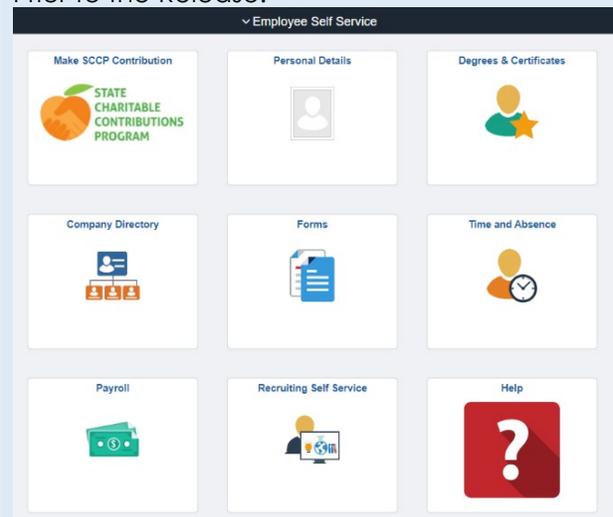| Recruiting Self Service	Users will notice a new look and feel for some tiles located in Recruiting Self Service.
	Prior to the Release:
	After the Release:
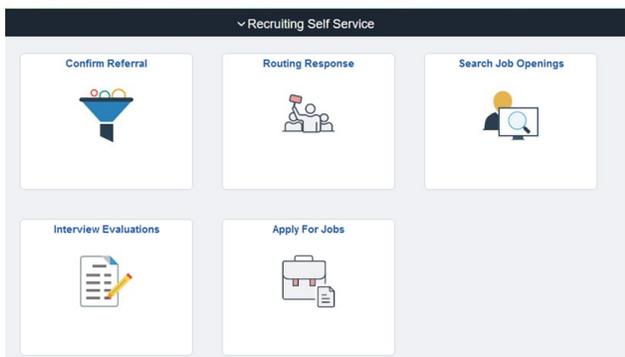
Self Service

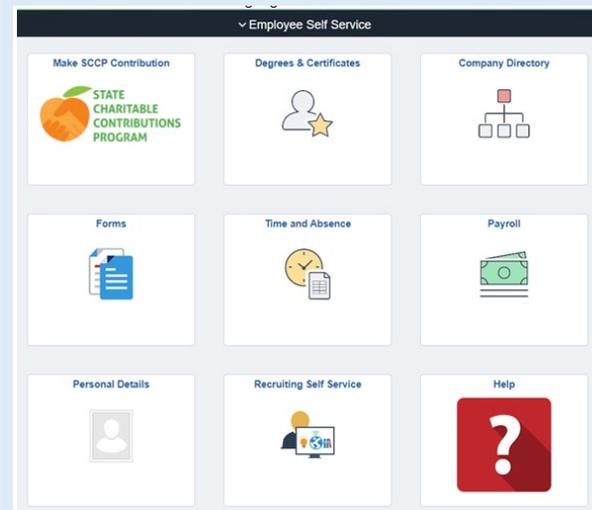# Modifications to Existing Processes

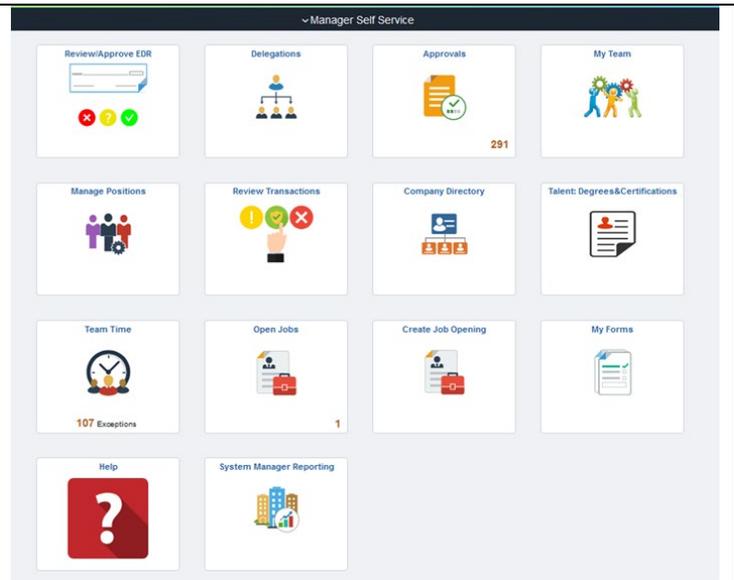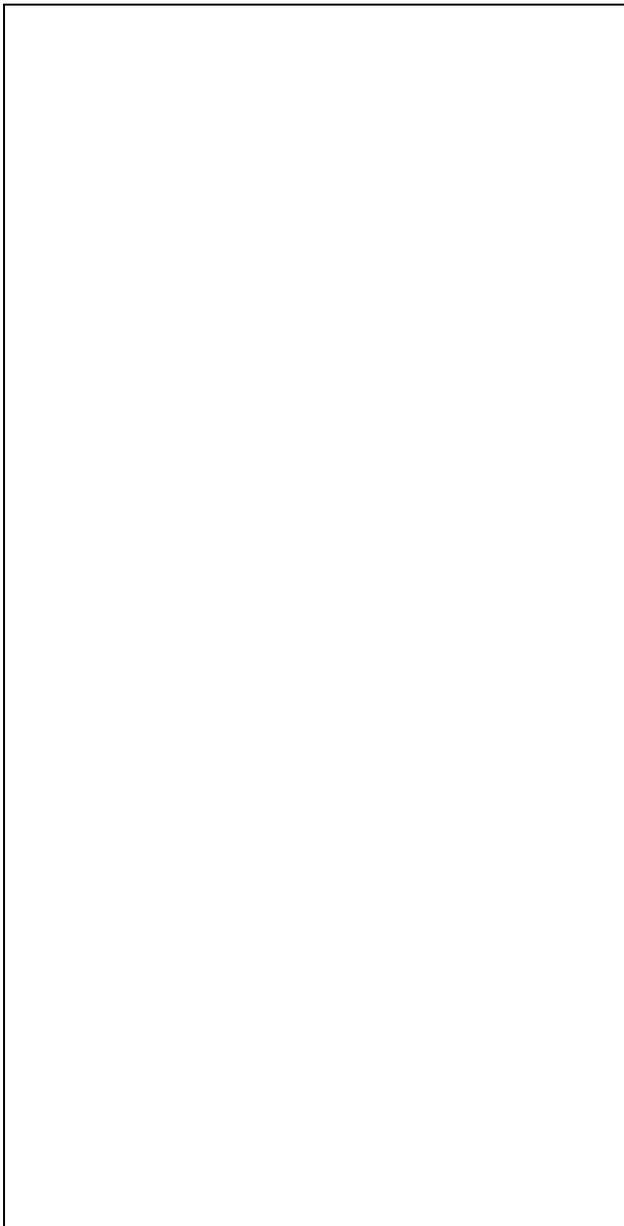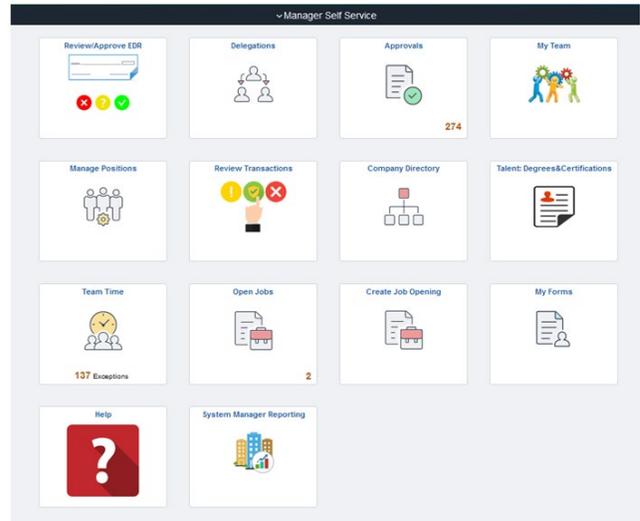| **Employee Self Service**	Users will notice a new look and feel for some tiles located in Employee Self Service. Prior to the Release: After the Release:
Manager Self Service	Users will notice a new look and feel for some tiles located in Manager Self Service. Prior to the Release:

After the Release:

Manager Self Service- Delegation	Manager Self Service Home page> Delegation> Create Delegation
	Currently when selecting transactions to delegate to the proxy, when you click on the approve tab and select all, the system selects both initiate and approve transactions.
	With the HREL 6.30, users should now be able to only select approve or initiate transactions on step 3 of delegation. When you click the initiate or approve tab and select all, only transactions that fall under that tab will be selected.

| Manager Self Service | Currently the requester comments section on the approver page for all MSS transactions does not wrap text.

With HREL 6.30, the requester comments section on the approver page should wrap text for all MSS transactions. |

Time & Labor

Page Changes

| Time and Absence Tile Dashboard | Users will notice a new look and feel for some tiles located in the Time and Absence Tile.

Prior to the Release:

After the Release: |

Other Notes

Next Scheduled Release	Release 6.32 - June 17, 2022 Release 6.34 - September 9, 2022 Release 6.36 - December 9, 2022
More Information and Support	For business impact emergency issues, contact OneUSG Connect at oneusgsupport@usg.edu.