



Affinity Group 3 September 18, 2018

- The University of Wisconsin Service Center will*
- *Serve...the people of the University of Wisconsin System*
 - *Collaborate...by being supportive and constructive*
 - *Act with Integrity...always and in all matters*

Agenda

- BN: ABE 2019
- EPM: EPM Application Tool
- PY: Punch Hourly Integrated Timesheet Update
MPR Thresholds for Lump Sum Payments
Non-Standard Processing Schedule
- FI: SFS Upgrade
- AM: Proposed Absence Query Changes
Upcoming Training
Canceled 9/25 AG Call
Calendar Review
Institutional Feedback

ABE Workshops – Save the Dates

When:

- **Wednesday, September 19, 2018**
 - ETF It's Your Choice (Alliant Energy Center): 9 a.m. to 12 p.m.
 - Visiting Institutions – Work Lab, UWSC Rm 216 1 p.m. to 4:30 p.m.
- **Thursday, September 20, 2018**
 - UW SHR Policy and Plan Review*: 10 a.m. to 12 p.m.
 - UWSC ABE Workshop 1 p.m. to 3 p.m.

* Where:

Room 217 A&B (*Blackboard Ultra will be available for UW Trainings*)
660 W. Washington Avenue, Suite 201
Madison, WI 53703

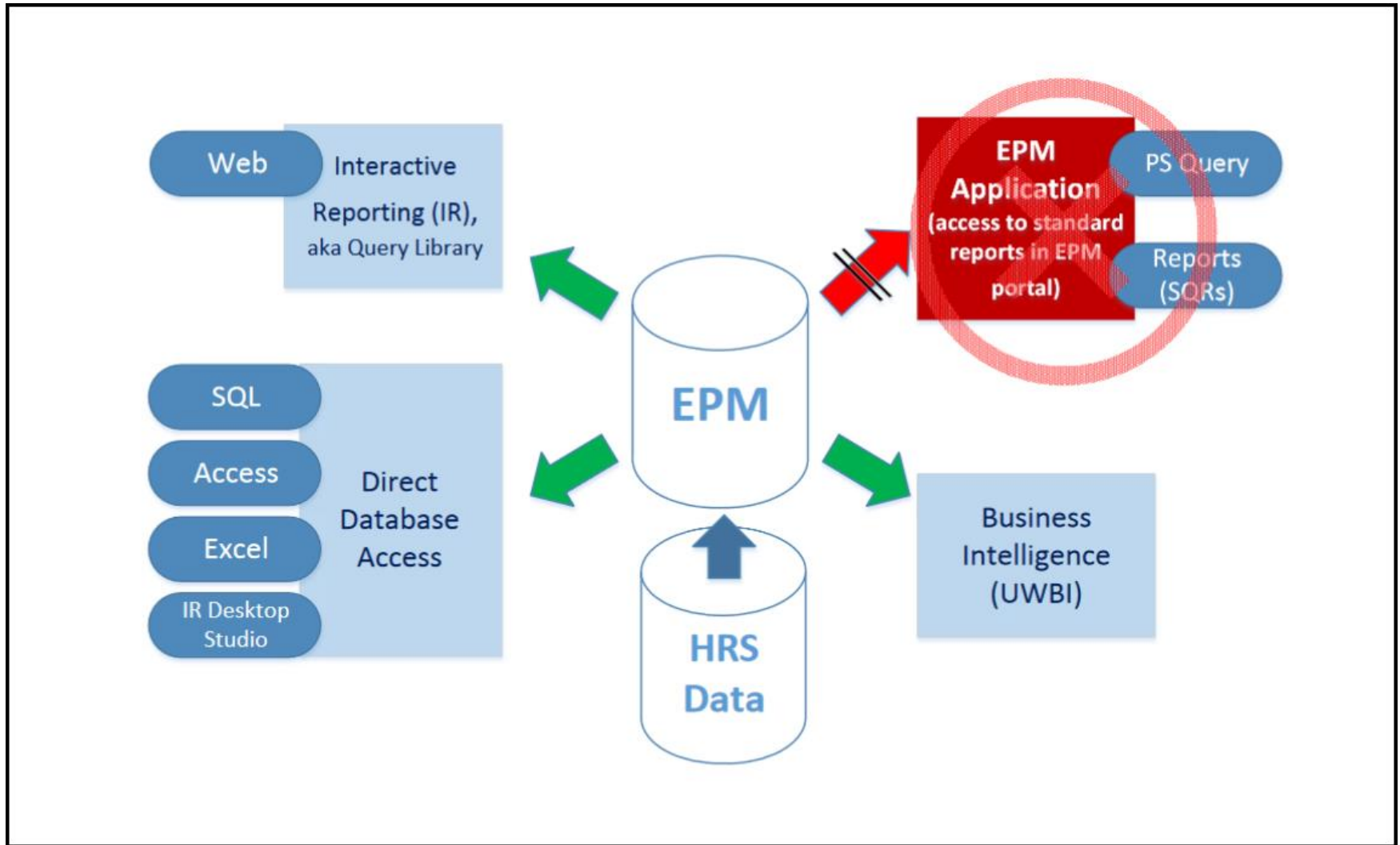
Questions?



EPM Application Tool

- The Enterprise Performance Management (EPM) Application Tool is no longer supported by Oracle and will be decommissioned November 4th, 2018.
- The EPM Data Warehouse will remain available using alternate reporting solutions.
- PS queries that were created in the EPM application tool will no longer be available.
- Majority of queries were no longer being run through the EPM application tool or are obsolete.
- Enhancement in HRS will include the historic person look-up (include the EPM data).

EPM Application Tool



EPM Application Tool Support

- A direct communication will be sent to current users of the EPM tool notifying them of this change.
- Contact local IT support for assistance with alternate solutions to the EPM Application Tool.
- UWBI Support Page: <https://www.wisconsin.edu/bi/uwbi-support/>

Questions?



Punch Hourly Integrated Timesheet Update

- The new PHITs has now been operational since July 29th. Usage is going very well, and a lot of positive feedback has been received. **Thank you!**
- With PHITs now being part of normal operations the readiness page and portal messaging used for introducing the new timesheet will be removed as of 9/25.
- **Operational Resources:**
 - All employee facing operational resources are posted on the HRS Administration page and the Portal Help page under Time and Absence:
 - <https://uwservice.wisconsin.edu/help/time-absence/>
 - (KB – 82812) TL - Punch Hourly Integrated Timesheet
 - <https://kb.wisc.edu/hrs/page.php?id=82812>

MPR Thresholds for Lump Sum Payments

Effective with implementation of Workflow for Additional Pay in early Fall, MPR Minimum Thresholds for Lump Sum Requests will be put into place as follows:

- Biweekly Student: \$100
 - Biweekly Non-student: \$300
 - Monthly: \$1000
-
- Thresholds were determined by examining 6 months of payments made on lump sum codes and identifying the mid-point of the amounts
 - All other current missed payroll criteria will apply

Non-Standard Processing Schedule

9B Processing Schedule:

- 9/14 Create Paysheets (Friday)
- 9/17 Payline Deadline – 4:30 pm (Monday)
- 9/17 Payline Load (Monday)
- 9/18 FICA Deadline (Tuesday)
- 9/19 Final Calc/Confirm – Noon (Wednesday)

9M Processing Schedule:

- 9/20 Create Paysheets (Thursday)
- 9/21 Payline Deadline – 4:30 pm (Friday)
- 9/23 Payline Load (Sunday)
- 9/24 FICA Deadline (Monday)
- 9/25 Final Calc/Confirm – 10:00 am (Tuesday)

Questions?



HRS Impacts of SFS 9.2 Upgrade

HRS Impacts for SFS Downtime beginning 10/5/18 until 10/10/18:

Date	Time	Business Process
10/3	2 pm	Direct Retros last run
10/3	6 pm	Encumbrance Journals last run
10/4	7 pm	Last Chartfield Interface from SFS - Funding DeptID, Project ID, etc.
10/5	4 pm	Direct Retro and Funding Entry Locked
10/10	AM	Direct Retro and Funding Entry Unlock, Chartfield Interface, Direct Retro, and Encumbrance Journals resume on normal schedule

Questions?



Proposed Absence Query Changes

- Due to recent ticket feedback, the Absence Team is proposing changes to the following public queries:
 - UW_AM_ABS_NOT_APPRVD_UNV_STAFF
 - UW_AM_ABS_NOT_APPRVD_FAASLI
- Cancelled requests are included in the data
- Cancelled requests do not require approval
- Proposed change: remove cancelled requests from these queries
- Let us know if you are opposed to removing the cancelled requests

Questions?



Upcoming Learning Path Courses - Finance

- **Setting Up Funding (remote)**
 - Nov 6 - AM
- **Changing Funding (remote)**
 - Nov 7 - AM
- **Direct Retro (remote)**
 - Nov 8 - AM

Canceled AG Call

- Due to our shortened September monthly processing timeline, our AG call on Tuesday, September 25, 2018, is canceled
- Continue to submit questions, concerns and requests via phone, chat & email as they arise

PY Calendar Review

← Today →

September 2018

9A 9B 9C 9M

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1 [9M] Pay Period Begin [9A] Pay Period End
2 [9A] 1st Batch Prelim Calc [9B] Pay Period Begin	3 [9A] 2nd Batch Prelim Calc Labor Day	4 [9A] Payroll and Benefit Retro and Payline Load [9A] 3rd Batch Prelim Calc	5 [9A] FICA Deadline [9A] 4th Batch Prelim Calc	6 [9A] Confirmation Deadline (Eve) [9A] Final Calc	7	8
9	10	11	12	13 [9A] Pay Date	14 [9B] 1st Batch Prelim Calc	15 [9B] Pay Period End
16 [9B] 2nd Batch Prelim Calc [9C] Pay Period Begin	17 [9B] 3rd Batch Prelim Calc [9B] Payroll and Benefit Retro and Payline Load	18 [9B] 4th Batch Prelim Calc [9B] FICA Deadline	19 [9B] Confirmation Deadline (Eve) [9B] Final Calc	20 [9M] 1st Batch Prelim Calc	21 [9M] 2nd Batch Prelim Calc	22 [9M] 3rd Batch Prelim Calc
23 [9M] 4th Batch Prelim Calc [9M] Payroll and Benefit Retro and Payline Load	24 [9M] 5th Batch Prelim Calc [9M] FICA Deadline	25 [9M] Confirmation Deadline (Mor) [9M] Final Calc	26	27 [9B] Pay Date	28	29 [9C] Pay Period End
30 [9M] Pay Period End [9C] 1st Batch Prelim Calc [10A] Pay Period Begin	1	2	3	4	5	6

Institutional Feedback

- UW Colleges
- UW Extension
- UW-Green Bay
- UW-Parkside
- UW-River Falls
- UW System Administration
- UW-Stout
- UW-Superior