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AG Call
July 16, 2019

Agenda:

- COL/EXT Restructuring Check-In
- UWSHR: WRS Contribution Rates for 2020
- BN: COBRA Processing
- HR: Action/Action Reason Code Review
- TAM: View/Print PDF Encryption

- Portal Articles
- Institutional Feedback

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COL/EXT Restructuring Check In

- The 7M payroll (calcs Thursday) is the first monthly payroll to include job changes effective 7/1/2019 for employees impacted by the restructuring.

- Please let us know if there are any problems or questions encountered while reviewing pay and general deductions for this population.

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WRS Contribution Rate Update for 2020

Most WRS Contribution Rates will increase for all employee types, effective January 1, 2020

	2019	2020	Change
General / Teacher / Executive			
Employee Contribution	6.55%	6.75%	⬆ 0.20%
Employer Contribution	6.55%	6.75%	⬆ 0.20%
Total	**13.10%**	**13.50%**	⬆ **0.40%**
Protective			
Employee Contribution	6.55%	6.75%	⬆ 0.20%
Employer Contribution	10.55%	11.65%	⬆ 1.10%
Total	**17.10%**	**18.40%**	⬆ **1.30%**

- Accumulated Sick Leave Conversion Credit Program will also increase for 2020 from 1.10% to 1.20%

- Duty Disability for Protectives will decrease from .34% to .17%.

UW SYSTEM HUMAN RESOURCES

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BN: COBRA Processing

COBRA Notice Letters will now be processed 7 days a week.

The addition of processing on Friday and Saturday is to pick up ADM events that result in a COBRA notice.

This will assist with end of month processing of divorce notices.

- The ADM event date should be the first of the month following the divorce date or the first of the month following the date of entry of the event into HRS.

Questions?

HR: Action/Action Reason Code Review

- The Service Center and UW System HR recently completed a review of Action/Action Reason Codes in HRS.
- Many of the codes have:
  - Never been used
  - Only used sporadically
  - No longer relevant to current business processes
- The review also concluded that several new Action/Action Reason Codes are needed to support new business processes
- Changes were made in HRS on 6/3/19.
  - 6/1/19 effective date was used for both Inactivated and New codes
- Updated KBs:
  - KB 16619: HR - Action/Action Reason Code - Job Aid
  - KB 16904: HR – LOA - Leave of Absence (Unpaid, Paid, Partial, Intermittent)

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HR: Action/Action Reason Code Review

- New Action/Action Reason Codes:
  - Leave of Absence (LOA)
    - FMLA (LOA Reason Code 020)
  - Paid Leave of Absence (PLA)
    - Temp Interchange: VA;NSF;NIH (Reason Code 028)
    - Medical – Intermittent (Reason Code 029)
  - Position Change (POS)
    - Partial FMLA (Reason Code 092)
  - Termination (TER)
    - Limited Appointee Appt End (Reason Code 072)

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HR: Action/Action Reason Code Review

- Inactivated Reason Codes:
  - Data Change (DTA)
    - Change Prob End Date-Govn Serv (017)
    - Comp Plan Update (090)
    - New Personnel System (110)
  - Leave of Absence (LOA)
    - Maternity (005)
    - Paternity (006)
    - Adoption (007)
    - Other Work (009)
    - Short-Union Act (010)
    - Long-Union Act (011)
    - Elder-Dependent Care (017)

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HR: Action/Action Reason Code Review

- Inactivated Reason Codes:
  - Paid Leave of Absence (PLA)
    - Maternity (005)
    - Paternity (006)
    - Adoption (007)
    - Unclassified Appointment (008)
    - Other Work (009)
    - Short-Union Act (010)
    - Long-Union Act (011)
    - Seasonal Work (013)
    - Elder-Dependent Care (017)
    - Partial LOA-Faculty Sabbatical (024)
  - Position Change (POS)
    - Job Code Chg-Pay Progression (011)
    - Rescind Partl Layoff/Non-Renew (022)
    - Partial LOA-Maternity (044)
    - Partial LOA-Paternity (045)
    - Partial LOA-Adoption (046)
    - Partial LOA-Other Work (048)
    - Partial LOA-Elder-Depend Care (053)
    - Comp Plan Update (090)

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Questions?

TAM: View/Print PDF Encryption

Issue: At times the TAM View/Print feature is not including <u>any</u> attachments in the PDF file for a specific applicant's application for a Job Opening.

Cause: Transcript files provided by some 3rd parties include a high level password protected encryption, which is not currently supported by PeopleSoft.

- 256-bit AES encryption (128-bit AES encryption is supported)

- Transcripts provided by Credentials Solutions, LLC/TranscriptsNetwork contain the level of encryption not supported by PeopleSoft. There could be others as well.

- We are working on a solution to the issue.

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TAM: View/Print PDF Encryption

Workaround: Rerun the View/Print process for the affected applicant excluding the transcript. Uncheck the transcript Attachment Type on the Print Applications page (Group Actions) or Application Report Options page (Print Icon).

Attachment Type		Content Available	Print Latest Document
Select	Attachment Type		
☑	Resume	✔	☑
☑	References	✔	☐
☑	Cover Letters	✔	☐
☐	Transcript Attachments	✔	☐
☑	Other Attachments	✔	☐

Select All   Deselect All

Open the individual transcript PDF directly from the applicant's application to view it separately from the generated PDF file with the other attachments.

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Portal Articles

Recently Posted Articles:

JUNE 13 [Earn Your $150 Well Wisconsin Incentive](#)

JUNE 17 [Summer Prepay Deductions: Continuing Insurance Coverage While on Summer Break](#)

JUNE 17 [Faculty, Academic Staff and Limited Appointees May Bank Unused Vacation for Future Use](#)

JUNE 19 [Mid-Year Benefits Check-Up](#)

JUNE 25 [Submit Leave Reports by June 30, 2019](#)

JUNE 26 [Invest for College With Edvest](#)

Upcoming Articles:

- ALEX
- It's Never too Early to Plan for Retirement
- Non-HDHP plan vs HDHP comparison
- HSA vs FSA

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