



November 10, 2020

Agenda

- HRS Project Readiness Page – 2021 Payroll Changes
- Questions from November 3 Campus Call
- Communication Plan

HRS Project Readiness Page – 2021 Payroll Changes

- A Project Readiness page has been created for the 2021 Payroll Changes (Single Pay)
 - On the HRS Administration webpage
 - Direct URL: <https://uwservice.wisconsin.edu/hrs/project-readiness#2021-payroll-changes-tab>

HRS PROJECT READINESS

2021 Payroll Changes

Employee Self-Service Direct Deposit

FLSA Rule Change

Foreign National Consolidation

Last updated: November 3, 2020

Questions from November 3 Campus Call

- Will advances still be offered to new Academic Staff in the fall?
 - The biweekly payroll should eliminate the need for fall salary advances. Policies will be reviewed and shared if updated.
- Can you explain Crafts Worker deduction schedule?
 - Crafts Worker split deduction will be adjusted to match all split deductions. They will have a premium holiday on the 1B payroll.
- Will FAASLI employees still earn leave on the Fiscal Year?
 - Yes
- Will FAASLI employees have to submit a "no leave taken" report for each biweekly pay period instead of monthly?
 - The goal is to maintain a monthly reporting process for FAASLI employees.

Questions from November 3 Campus Call

- Will the full 1M benefit deductions be taken from the check paid on 02/01/2021?
 - Yes
- What will happen with low earners who cannot cover the deductions?
 - **Benefit Billing can be set up**
 - **Benefits can go into arrears to be taken on 1C payroll**
 - Arrears is being updated to take partial payments for all benefit deductions with the 1B payroll, following the deduction priority schedule
 - **Prepays can be set up on the 12M (full or partial)**
- Will Additional Pay and Overload codes be changing for the FAASLI employees?
 - No. All earnings codes should stay the same.
- Will reports be available that list the employees with TSA/WDC deductions and additional tax withholdings?
 - Yes. Shared Services will provide lists and communications for flat amount TSA/WDC, Additional tax withholdings, and for employees with multiple direct deposits.

Questions from November 3 Campus Call

- Can you confirm that Shared Services will review the general deductions or are campuses responsible for this?
 - Discussion is ongoing
- When will the revised 2021 payroll schedule be posted?
 - The new 2021 payroll schedule has been updated and is posted.
 - <https://uwservice.wisconsin.edu/docs/publications/pay-uncl-bw-calendars-2021-full.pdf>
- For C-basis, will employees be able to start their hire date within the period or should they start on Sunday at the beginning of a biweekly period?
 - Waiting for review of UW System Administrative Policy 230 – Salary & Fringe Benefit Calculations to address this
- Can communications include how to update TSA deductions via the My UW System portal self-service instead of SRA forms?
 - Yes

Communication Plan

- Direct employee communications the week of 11/8
 - Postcard mailing to both monthly and biweekly
 - Monthly: Introduce pay and deduction schedule
 - Biweekly: Introduce new split deduction schedule
 - Will provide communications to campuses
- Employee forums the week of 11/15
 - Monday, November 16 at 3:00pm
 - Tuesday, November 17 at 10:00am
 - Tuesday, November 17 at 12:00pm

Questions?

