

# Institution Administrator Call

August 18, 2022

# Agenda

- Portal Articles
- New Time & Labor Queries
- University Insurance Association (UIA) Life Insurance Updates
- Direct Retro Reminder
- Budget Rollover Issue (C-Basis)

# Portal Articles

## Recently posted articles:

## Upcoming articles:

- Well Wisconsin Incentive Deadline
- 2023 Benefits Changes/Highlights and ABE Announcement
- Flu Vaccine

# New Time & Labor Public Queries

## New Time & Labor queries are available in HRS

- Query Name: **UW\_TL\_PAY\_TIME\_APPR\_REV**
  - Shows the Payable Time approval history for employees and/or approvers
- Query Name: **UW\_TL\_TLSEC\_CUR**
  - Shows the existing TL Security setup for Active employees
  - This includes approver, back up approve, time collection device and time entry method

## Resource:

- List of Time & Labor Queries in HRS - [kb.uwss.wisconsin.edu/page.php?id=20530](https://kb.uwss.wisconsin.edu/page.php?id=20530)



# University Insurance Association (UIA) Life Insurance 2023 Plan Year Updates

Plan Year is January 1 – December 31. Changes are effective for January 1, 2023.

## Annual Salary Threshold:

2023 Plan Year	2022 Plan Year
\$2,952.00	\$2,896.00

## Annual Premium:

2023 Plan Year	2022 Plan Year
\$38.40	\$24.00

# University Insurance Association (UIA) Life Insurance 2023 Plan Year Updates

## Reminders:

- Employees currently enrolled in UIA have coverage through December 31, 2022
- 2023 plan year processing information will be provided in November

## Communications:

- Portal article-mid September

## Employee Resources:

- UIA web page: [www.wisconsin.edu/ohrwd/benefits/life/uia/](http://www.wisconsin.edu/ohrwd/benefits/life/uia/)

Administrator questions: [uwshr@uwsa.edu](mailto:uwshr@uwsa.edu)





# Direct Retro Reminder

For any direct retros needed for the time period prior to the implementation of single payroll (7/18/2021)

- FY2023
  - ARG pay group remains a valid option for direct retros
  - All other pay groups need to be updated with an SFS journal
    - User entry of a direct retro for any non ARG pay group will get an error upon saving
- FY2024
  - All pay groups need to be updated with an SFS journal
    - User entry of a direct retro for any pay group will get an error upon saving

# Budget Rollover Issue (C-Basis)

- The Budget Rollover process that ran in May did not insert a 6/19/2022 effective dated row for all C-Basis employees to cover their prepay expenses
- Budget Rollover process was re-run for this population prior to the 7C payroll to insert the 6/19/2022 row
- UWSS is creating 7A and 7B Direct Retros to correct the funding for the above population

# Ticket Reminder

When sending an email to service operations remember to include the following critical information:

- Full legal name (First & Last Name)
- Employee Empl ID
- Employee Record

If seeing unexpected results or error messages, include a screenshot.

# Campus Collaboration & Discussion

- For discussion topics email [uwss-svc.CampusCallSlides@uwss.wisconsin.edu](mailto:uwss-svc.CampusCallSlides@uwss.wisconsin.edu)