

UCR



UCRFS Users Group Meeting

Wednesday, March 14, 2018

1:30 – 3:00 p.m.

Alumni & Visitors Center

BFS – Business & Financial Services

A Division of Business & Administration Services (BAS)



UNIVERSITY OF CALIFORNIA, RIVERSIDE

Agenda

- Composite Benefit Rate Update
- Accruals and Deferrals – Preparing for Fiscal Closing
- Anticipating an Incoming Wire/ACH?
- UCPath GL Related Updates
 - Salary Cost Transfer
 - GL Data Issues
 - PIWRS/PRC
 - SuperDOPE
- UCPath FAU Change Request Tool & Demo



Composite Employee Benefits Update

March 2018



Basic Information

Negotiated UCR CBR Groups and Rates

(revised 12-20-17)

Employee Class	FY 2018 Negotiated Rate	FY 2019 Negotiated Rate
Faculty	37.2%	39.1%
Faculty Summer	10.8%	11.1%
Food-Custodian-Grounds *	70.4%	73.5%
HSCP Faculty	24.4%	25.6%
No Benefit Eligibility	3.2%	3.2%
Other Academic	40.0%	42.0%
Partial Benefit Eligibility	19.0%	19.8%
Post Doc	24.8%	25.7%
Staff Exempt	46.5%	48.7%
Staff Non-Exempt	56.3%	58.8%
Student	1.8%	1.8%

* *Campus Specific Rate*

CBR Mitigation Strategies

Fund Source	Mitigation Strategy
General/Core Funds *	Pull savings centrally & reallocate
Contracts & Grants	Provide cash for impact greater than \$5K or 5%
Other	Campus units responsible for mitigation

**Mitigation funding will be provided as cash for this year. Next year, funding will be provided as temp/perm.*

Guiding Principles

- No Winners / Losers
- Campus fixes at Org Level
then Orgs fix at Dept. Level
- Reactionary mitigation

New Information on Retirement Costs

Retirement Update

Effective Date	UC Employer Contribution In CBR	Principal Assessment as % of All Sources of Covered Compensation In CBR	Interest Assessment as % of All Non-Federal Sources of Covered Compensation Assessed Outside of CBR	Total
July 1, 2017	14.0%	1.07%	.20%	15.27%
July 1, 2018	15.0%	1.05%	0.65%	16.70%
July 1, 2019	15.0%	1.18%	1.28%	17.46%

CBR Supporting Documents & Information

CBR Supporting Documents & Information

Summary

Information	Status
Rate Table	Completed
Employee Class, Elig. Config., and Job Code to CBRs Rate Mapping Table	Completed
Excel Table comparing Nov (PPS) EB% to Dec (UCPath) EB% on C&G Funds by Employee	Completed
C&G Eligibility Process Flow and Mitigation Fund Calculation and Request Excel Table	Completed
FAQ Document	Completed and available on VCPB website (to be updated periodically)
Updated Sponsored Project Website to provide a support site	In Progress
<u>CBRINFO@ucr.edu</u> group mail	Operational
Letter/communication to faculty	Pending
New expense accounts created to accommodate cost transfers	In Progress

Employee Class, Elig. Config., and Job Code to CBRs Rate Mapping Table

EMPL_CLASS	EMPL_CLASS_DESCR	ELIG_CONFIG1	ELIG_CONFIG_DESCR	FLSA_STATUS	JOBCODE	JOB_CODE_DESCR	UC_CBR_RATE	CBR Group
2	Staff: Career	F	Full	E	000030	CHAN	46.50%	Staff Exempt - Full Benefits
22	Academic: Deans/Faculty Admin	F	Full	E	000047	DEAN UNIV EXT	40.00%	Other Academics-Full Benefits
2	Staff: Career	F	Full	E	000066	EXEC VC AND PROVOST	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000082	CHF CAMPUS COUNSEL	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000118	UNIV LIBRARIAN	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000126	VC BUS ADMSTN	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000127	VC DEV AND UNIV REL	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000132	VC RSCH	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000133	VC STDT AFFAIRS	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000201	COUNSEL 4	46.50%	Staff Exempt - Full Benefits
15	Staff: Rehired Retiree	N	None	E	000201	COUNSEL 4	3.20%	Faculty/Staff - No Ben Elig
2	Staff: Career	F	Full	E	000212	FINANCIAL ANL MGR 1	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000213	FINANCIAL ANL MGR 2	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000214	FINANCIAL ANL MGR 3	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000216	FINANCIAL ANL 5	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000219	FINANCIAL SVC MGR 2	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000223	GOVT REL SPEC 4	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	C	Core	E	000224	GOVT REL SPEC 5	19.00%	Faculty/Staff-Partial BenElig
2	Staff: Career	F	Full	E	000224	GOVT REL SPEC 5	46.50%	Staff Exempt - Full Benefits
2	Staff: Career	F	Full	E	000261	LABOR REL REPR 5	46.50%	Staff Exempt - Full Benefits
4	Staff: Limited	M	Mid-Level	E	000261	LABOR REL REPR 5	19.00%	Faculty/Staff-Partial BenElig
2	Staff: Career	F	Full	E	000276	CUSTOMER SVC MGR 1	46.50%	Staff Exempt - Full Benefits

Excel Table Comparing November (PPS) EB% to December (UCPath) EB% on C&G Funds By Employee

Org Code	Department	Activity	Employee ID	PPS Employee ID	Name	Job Code	Job Code(descr)	Fund	Function	CBR Rate	CBR Group	EB % in PPS	Change
ORGA	DEPT	ACTIVITY	11111111	55555555	Employee A	3223	ASST RES-AY	12345	44	40.00%	Other Academics-Full Benefits	37.36%	2.64%
ORGA	DEPT	ACTIVITY	11111111	55555555	Employee B	3266	GSR-NO REM	12346	44	1.80%	Students - Graduate/Undergrad	122.46%	-120.66%
ORGA	DEPT	ACTIVITY	11111111	55555555	Employee C	3203	RES-AY	12347	44	40.00%	Other Academics-Full Benefits	29.36%	10.64%
ORGA	DEPT	ACTIVITY	11111111	55555555	Employee D	3213	ASSOC RES-AY	12348	44	40.00%	Other Academics-Full Benefits	32.73%	7.27%
ORGA	DEPT	ACTIVITY	11111111	55555555	Employee E	7309	INFO SYS ANL 3	12349	44	46.50%	Staff Exempt - Full Benefits	67.63%	-21.13%
ORGA	DEPT	ACTIVITY	11111111	55555555	Employee F	1702	RECALL FACULTY	12350	44	3.20%	Faculty/Staff - No Ben Elig	2.65%	0.55%
ORGB	DEPT	ACTIVITY	11111111	55555555	Employee G	3266	GSR-NO REM	12351	44	1.80%	Students - Graduate/Undergrad	1.10%	0.70%
ORGB	DEPT	ACTIVITY	11111111	55555555	Employee H	9610	SRA 4	12352	44	46.50%	Staff Exempt - Full Benefits	35.57%	10.93%
ORGB	DEPT	ACTIVITY	11111111	55555555	Employee I	3213	ASSOC RES-AY	12353	44	40.00%	Other Academics-Full Benefits	12.35%	27.65%
ORGB	DEPT	ACTIVITY	11111111	55555555	Employee I	3213	ASSOC RES-AY	12353	44	40.00%	Other Academics-Full Benefits	35.96%	4.04%
ORGB	DEPT	ACTIVITY	11111111	55555555	Employee J	3203	RES-AY	12354	44	40.00%	Other Academics-Full Benefits	24.73%	15.27%
ORGB	DEPT	ACTIVITY	11111111	55555555	Employee K	4330	ACAD PRG MGT OFCR 3	12355	44	46.50%	Staff Exempt - Full Benefits	58.33%	-11.83%
ORGB	DEPT	ACTIVITY	11111111	55555555	Employee K	4330	ACAD PRG MGT OFCR 3	12356	44	46.50%	Staff Exempt - Full Benefits	58.33%	-11.83%

C&G Eligibility Process Flow and Mitigation Fund Calculation and Request Excel Table

EXTRAMURALLY SPONSORED CONTRACT AND GRANT COMPOSITE EMPLOYEE BENEFITS IMPACT GUIDANCE

- | | | |
|----|--|--|
| 1) | <p>Was the proposal submitted prior to January 12, 2018?
 If it was submitted after this date it is not eligible for the mitigation program.</p> | STOP |
| 2) | <p>Does the Salary and Benefits on the proposal for all position(s) match the PAMIS BEA when awarded?
 If the budget on the proposal does not match the PAMIS BEA, complete a TEMP BEA before proceeding.</p> | <p>If Yes, Proceed to the Next Question
 Complete a TEMP BEA Before Proceeding</p> |
| 3) | <p>Was there any agency or federally approved Research Terms and Conditions (RTC) rebudgets for personnel categories?
 If yes, were the ledgers rebudgeted using the Sponsored Programs Administration's (SPA) approved benefit rates and/or active employee benefit rates on this award?
 If the ledgers were not rebudgeted, complete a TEMP BEA using the SPA approved benefit rates and/or active employee benefit rates.</p> | <p>If No, Proceed to the Next Question
 If Yes, Proceed to the Next Question
 Complete a TEMP BEA Before Proceeding</p> |
| 4) | <p>Are the original positions that were budgeted for this award currently being used?
 If not, were the ledgers rebudgeted using the Sponsored Programs Administration's (SPA) approved benefit rates and/or active employee benefit rates on this award?
 If the ledgers were not rebudgeted, complete a TEMP BEA using the SPA approved benefit rates and/or active employee benefit rates.</p> | <p>If Yes, Proceed to the Next Question
 If Yes, Proceed to the Next Question
 Complete a TEMP BEA Before Proceeding</p> |
| 5) | <p>Has any of the position's effort changed on the grant increased?
 If yes, were the ledgers rebudgeted using the Sponsored Programs Administration's (SPA) approved benefit rates and/or active employee benefit rates on this award?
 If the ledgers were not rebudgeted, complete a TEMP BEA using the SPA approved benefit rates and/or active employee benefit rates.</p> | <p>If No, Proceed to the Impact Calc Sheet
 If Yes, Proceed to the Impact Calc Sheet
 Complete a TEMP BEA Before Proceeding to the Impact Calc Sheet</p> |

C&G Eligibility Process Flow and Mitigation Fund Calculation and Request Excel Table

EXTRAMURALLY SPONSORED CONTRACT AND GRANT COMPOSITE EMPLOYEE BENEFITS IMPACT CALCULATION SHEET

PI Name	Jane Doe	
Fund Number:	21463	
PAMIS Award #	122333	
Award Amount: \$	10,000	
Budget Period	Start Date	End Date
	10/1/2016	9/30/2016

IMPUT FIELDS
CALCULATION FIELDS
CALCULATION FIELDS

Employee Name	Position Title	Job Code (1)	Current or Awarded Budget (2)			Budget Year Actuals (4)			Projected Actuals (5)			Projected Totals			Variance from Budget	
			Salary	Benefits (3)	% of Salary	Salary	Benefits	% of Salary	Salary	Benefits	% of Salary	Salary	Benefits	% of Salary	Salary	Benefits
John Smith	Postdoc	3252	15,000	3,000	20.00%	10,000	4,000	40.00%	5,000	2,000	40.00%	15,000	6,000	40.00%	-	3,000
Jane Doe	GSR	3276	5,000	1,500	30.00%	3,500	1,000	28.57%	1,500	600	40.00%	5,000	1,600	32.00%	-	100
TOTAL			\$ 20,000	\$ 4,500	22.50%	\$ 13,500	\$ 5,000	37.04%	\$ 6,500	\$ 2,600	40.00%	\$ 20,000	\$ 7,600	38.00%	\$ -	\$ 3,100 (6)

Must PASS at least one of these tests

5% of Award	PASS
Greater than \$5K	FAIL



CONTACT INFORMATION AND CERTIFICATIONS	
Prepared By:	_____
Certifications:	
PI	_____
FAO	_____

- Notes:** (1) Equivalent to Title Code in PPS
 (2) Based on results of the checklist
 (3) Do not include Fee Remissions or GSHIP
 (4) Should match Inception-to-date report BC20 and BC30
 (5) Estimate for last 90 days of the agreement period based on data in SuperDOPE
 (6) Must be greater than 5% of the award or \$5,000

Completed tables should be submitted to CBRINFO@ucr.edu

Frequently Asked Questions

<http://www.ucr.edu/about/admin/docs/CBR-FAQ.pdf>

Composite Benefits Rate Frequently Asked Questions

February 1, 2018

Financial Planning & Analysis
University of California, Riverside

Consistent with the UCPath goals of standardizing processes and increasing efficiency, UCR must establish fringe benefit rates that are based on a percentage of an employee's salary according to Employee Groups that do not vary by individual employee benefit selections. These rates are commonly referred to as Composite Benefit Rates (CBRs). CBRs will be implemented in conjunction with December earnings paid in January.

Please find answers to some of the commonly asked CBR questions. As questions are received, this document will be updated.

If you have questions that are not addressed in this FAQ, please send a message to CBRINFO@ucr.edu.

General Questions

Q: How are the composite rates calculated?

A: Following federal regulations and the approved, systemwide CBR model, the rates are calculated by allocating a pool of composite benefit costs on the basis of institution-wide salaries and wages of the employees receiving the benefits. The pool of fringe benefits for a group of employees is divided by the total salaries of that group. The resulting rate is known as the CBR, and is applied against the total institutional base salary of the individuals.

Q: Where are CBR employee classes determined and/or defined?

A: As we migrate from our current system to UCPath, CBRs will be assigned to each employee and will be available in the campus' payroll and human resources data warehouses. Department staff will be able to access the rates for specific employees. We are migrating our monthly paid employees in mid-December. Employees that are paid bi-weekly will be migrated in late December.

We also plan to extract data from those systems once they have been populated in order to develop a mapping table for quick reference. The mapping table will ultimately be available on the Sponsored Programs website.

Q: What fringe benefit components are included in the composite rates?

A: Benefits Administration, Dental, Disability, Employee Support Programs, FICA Tax, Incentive Award Programs, Life Insurance, Medical, Retiree Health, Retirement Benefits, Senior Management Supplement, Unemployment Insurance, Vision Benefits, Worker's Compensation

Q: Are there certain benefit costs that are not included as part of the composite rates?

A: Benefit costs for graduate student tuitions remissions and fees, vacation accruals, and incentive payments made to employees have been excluded from the CBR calculations and these costs will continue to be recovered by direct charging the funding sources.

EARN Codes to DOS Codes Mapping

<http://accounting.ucr.edu/docs/payroll/earn-code-to-dos-code-mapping.pdf>

UCPATH

EARN Codes to DOS Codes Mapping

Publish Date

Thursday, January 18, 2018

About this Report

With the implementation of UCPATH, DOS Codes are no longer used and instead UCPATH system utilizes Earn Codes for Payroll transactions. The primary purpose of this report is to provide DOS Code to UCPATH Earn Code mapping. Additionally, this report provides some of the Earn Codes attributes related to assessments. Composite Benefits, Leave, General Liability, and Employee Liability assessments. When one of these assessments value has a "Y", it indicates that the Earn Code is part of the assessment. When one of these assessments value has a "N", it indicates that the Earn Code is NOT part of the assessment.

Required Action

NONE

This is an informational only report



Published by Business & Financial Services



EARN Codes to DOS Codes Mapping

UCPATH EARN Code to DOS Code Mapping				Thursday, January 18, 2018		
Earn Code	Description	DOS Code	Applies To	CNR	BASEL	LEAVE
ACA	Additional Comp-Admin	APA	Salaried / Monthly	Y	Y	Y
		ACA	Salaried / Monthly	Y	Y	Y
ACF	Additional Comp-Consulting	FCA	Salaried / Monthly	Y	Y	Y
		CNS	Salaried / Monthly	Y	Y	Y
		CSR	Salaried / Monthly	Y	Y	Y
ACN	Additional Comp-Gen-No RTMT	AMN	Salaried / Monthly	Y	Y	Y
		AFN	Salaried / Monthly	Y	Y	Y
		SSA	Salaried / Monthly	Y	Y	Y
ACR	Additional Comp-Research	ACR	Salaried / Monthly	Y	Y	Y
		AAC	Salaried / Monthly	Y	Y	Y
		ARC	Salaried / Monthly	Y	Y	Y
ACS	Additional Comp-Summer-DCP	DLT	Salaried / Monthly	Y	Y	Y
		SSG	Salaried / Monthly	Y	Y	Y
		SSC	Salaried / Monthly	Y	Y	Y
ACT	Additional Comp-Teaching	DLS	Salaried / Monthly	Y	Y	Y
ACX	Additional Comp-Extensions	ADL	All	Y	Y	Y
		ACX	All	Y	Y	Y
ADC	Additional Comp-General	ACM	Salaried / Monthly	Y	Y	Y
		ACF	Salaried / Monthly	Y	Y	Y
AFR	Additional Comp-FY Research	AFR	Salaried / Monthly	Y	Y	Y
ANN	Annuity Payments	BAA	All	N	Y	N
ASN	Additional Comp-Summer-No DCP	GLS	Salaried / Monthly	Y	Y	Y
		SST	Salaried / Monthly	Y	Y	Y
BON	Bonus	HBO	All	N	Y	N
		SGB	All	N	Y	N
		RFB	All	N	Y	N
		ABL	All	N	Y	N
		BON	All	N	Y	N
BYH	ACA Earnings	BYH	Hourly / Steady	N	N	N
CBN	Collective Bargaining-Fac Amt	CBN	All	N	Y	N
DCA	Child Care Assistance	BXC	All	N	Y	N
CND	Charge Nurse Differential	CHD	All	Y	Y	Y
CON	Compensatory Time-Used Hrly	CTD	Hourly / Steady	Y	Y	Y
CRT	Certification Pay	CPG	All	Y	Y	Y
		CPC	All	Y	Y	Y
CTA	Compensatory Time-Accrued	CTA	All	N	N	N

Questions





Accruals and Deferrals Preparing for Fiscal Closing

- Presented by Linda Casteel

Preparing for Fiscal Year-End Close – Accruals and Deferrals

A complete accrual & deferral presentation is available on the Accounting Office website:

<http://accounting.ucr.edu/general/index.html#fiscal>

At times, unique or unusual situations can arise. We ask that you contact the Accounting office to discuss these instances after discussing with your department Financial Manager/ CFAO.

Preparing for Fiscal Year Close – Accruals and Deferrals

Recommended Approach

- Identify recurring material transactions occurring close to June 30th (e.g. Rent, maintenance agreements, etc.)
- Evaluate the timing of new material transactions (Goods/services received in the latter part of June will most likely require an accrual because the invoice has not been received and/or processed for payment)
- Begin using a log to track material transactions (see sample Excel file on Accounting website)

Preparing for Fiscal Year Close – Accruals and Deferrals

FAQs



Question:

Are expense accruals processed for all material encumbrances?

Answer:

No. Encumbrances are used as a planning tool to predict cash outflow and avoid budget overspending. They may not be used alone to substantiate an accrual entry. However, a review of outstanding encumbrances can be helpful in identifying items that might need to be accrued. Accruals should be submitted for goods and/or services received by 6/30 and are in acceptable condition (e.g. PO terms & conditions are complete, no defective/damaged goods, etc.) by 6/30, but the expense is not reflected on the 6/30 Actuals ledger.

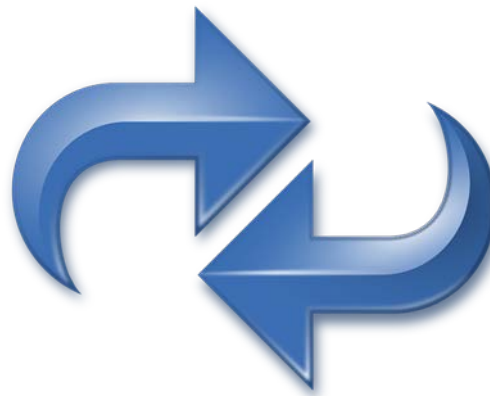
Preparing for Fiscal Year Close – Accruals and Deferrals

Question:

Is an expense accrual journal entry a permanent charge to the fund?

Answer:

No. The entry will post with a 6/30 date (to record the expense in the appropriate fiscal year) and reverse 7/1 of the new fiscal year. The invoices are processed for payment through normal channels in the new fiscal year.



Preparing for Fiscal Year Close – Accruals and Deferrals

Question:

Should an accrual be submitted for an \$51,000 purchase of goods that have been received in acceptable condition by 6/30, but the invoice has not been received as of 7/3?

Answer:

Yes, because the materiality threshold has been met and the goods have been received by 6/30.



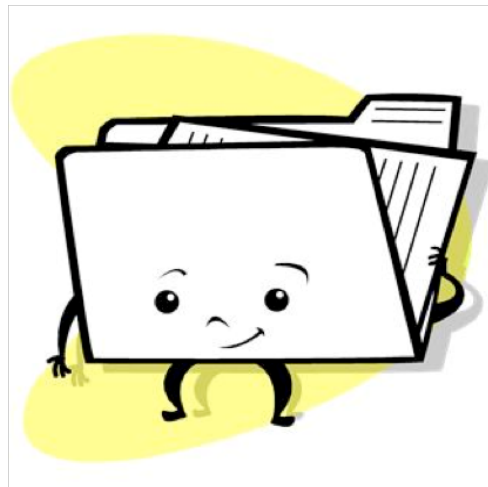
Preparing for Fiscal Year Close – Accruals and Deferrals

Question:

Should a subaward invoice, meeting or exceeding the materiality threshold, be accrued if the PI is questioning the validity of the charges?

Answer:

No. However, the justification for not submitting an accrual must be documented. Please note if the validity of charges can be promptly confirmed, an accrual may need to be submitted.





Anticipating an Incoming Wire/ACH?

- Presented by Pauline Librenjak

Anticipating an Incoming Wire/ACH?

On occasion, departments may receive requests to transfer funds via wire/ACH from donors and/or customers of our sales and service activities. If a request involves a sponsored program, RED-SPA or Accounting-EMF will coordinate the request.

Anticipating an Incoming Wire/ACH?

Departments requesting banking information for incoming wires should email incomingpayments@ucr.edu with the following information:

- Subject line: Incoming Wire/ACH
- Name of Payer
- Amount Expected
- Full FAU (or Banner ID #--see next slide) to post payment once received
- Description of payment
- Department Name
- Department Contact Name and Telephone Extension

As appropriate, the department will be provided with UCR's banking information

Anticipating an Incoming Wire/ACH?

Department invoicing for sales and service activities should set up a receivable thru Banner-AR Department Billing, unless an exception has been approved by Student Business Services

Billing and Accounts Receivable Management
Policy 200-16

<https://fboapps.ucr.edu/policies/index.php?path=viewPolicies.php&policy=200-16>

Anticipating an Incoming Wire/ACH?

When a wire/ACH is received in a UCR bank account and it cannot be identified:

- It will be placed in a holding account
- The payer is contacted for additional information
- An email is sent to a standard group of UCR contacts that regularly receive wire payments
- There will be delays in posting the payment to the appropriate FAU



BFS – Business & Financial Services
A Division of Business & Administration Services (BAS)



UCPath GL Related Update

Presented by Bobbi McCracken

Salary Cost Transfers

- The tool to help facilitate UCPATH related salary cost transfer (SCT) requests has been delayed until April
- Manual SCT requests will need to be submitted using the previously distributed form with appropriate documentation for:
 - Costs related to an expired contract or grant
 - Salary costs from December or January that will be transferred to a contract or grant fund to adhere to the 120 day restriction (BFB A-47)—will be due by 3/27
 - Other urgent cost transfers
- Please note many cost transfers were processed in February to correct salaries conversion errors posted to the department suspense FAU (fund 69993)
- April is the last month to process PPS related salary cost transfers
- Communication will be distributed to campus this week

GL Data Issues

Grad Student Benefits

- Duplication of grad fee charges (GSHIP, GSFR, NRTR); the UCPath configuration has been corrected as of March
- Unexpected application of grad fee credits; the Banner file feed has been corrected as of March
- Charges allocated to ineligible job codes, this issue is pending remediation from the UCPath PMO
- Charges without related salaries not appearing in SuperDOPE; necessary modifications to SuperDOPE are being evaluated
- The Accounting Office is working with Grad Division to reconcile and correct the entries

GL Data Issues

Work Study

- CBR charges appearing on WS funds; the Accounting Office is working with the PMO to redirect
- CBR charges will be removed from 23499 and erroneous allocations to be reversed.

Vacation

- Vacation Leave Accrual (VLA)
 - Department assessment based on an employee's Job Data attribute, Eligibility Group
 - The VLA design is a UC system-wide assessment implemented in UCPATH
- Employee Vacation Accrual
 - Several factors that determine employee vacation accrual within
 - Job data
 - Employee data
- Based on this UCPATH design, departments may be charged VLA for non-accruing employees
- Reminder assessment continues when employee at max.
- Departments can email fomucpath@ucr.edu to request an review of the vacation assessment rate or eligibility.

SuperDOPE Update

- Deployed in January; presentation and supplemental material from demo's available on the Accounting Office website under User Group Meetings: <http://accounting.ucr.edu/ugmtgs.html>
- SuperDOPE (and HRDW) are department's main resource for UCPATH related data. Important to provide feedback so improvements can be made to these tools.
- Outstanding and verified Issues:
 - Updating Missing Data - WIP
 - Saved Queries Feature – WIP (Note: old queries are not reliable as code changes may have impacted)
 - Version data field - WIP
 - UCPATH Total Benefits - WIP
 - Column Ordering-WIP
 - Browser issues-Mozilla and Edge recommended
- A standard form for reporting a SuperDOPE issues is available at <http://accounting.ucr.edu/forms.html#systems> and on Yammer.
- Feedback should be sent to ucrfsfeedback@ucr.edu

TARS Update

- Supervisor information now comes from the “Reports To” field in the position. This information feeds the Enterprise Directory and TARS.
- Known issue: vacant supervisor positions negatively impacting TARs routing; resolution in progress.
- Known issue: SSC correction of TARS input directly in UCPath; out of sync between TARS and UCPath; report being developed to assist with reconciliation
- Re-instatement of earn codes; primarily related to employees on extended or intermittent leave; clarification to be distributed
- Employees Erroneously Receiving Timesheets
 - Specific employee populations mistakenly receiving timesheets. Majority of issues resolved, concerns should be reported.
- Feedback should be sent to timesheetfeedback@ucr.edu

PIWRS Update

- Enhancements and UCPATH related remediation planned for deployment by 3/15/18 along with user guide
- Goal of enhancements is to provide departments with an easy to use tool to help generate department financial reports for PI's, Chair and Center Directors
- Need to retire ERS
- Presentation from 3/12/18 demo posted to the Accounting Office website:
<http://accounting.ucr.edu/docs/funds/20180312-piwrs-demo.pdf>

PIWRS Update

- PI reports and Payroll Certifications are behind schedule as a result of the UCPath pilot and required remediation
- Once PIWRS enhancements deployed, December through March reports will be issued in quick succession followed by the related Payroll Certifications.



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UCPath FAU Change Request Tool Demo

Presented by Bobbi McCracken and Elizabeth Carr

FAU Change Tool

- Planned for deployment by 3/16/18. Email announcement with User Guide will be distributed
- Departments will be able to initiate most changes to position funding without the assistance of their SSC
- New EACS Roles Required (pending deployment)
 - ServiceLink FAU Transactor
 - ServiceLink FAU Approver (FAO or equivalent)
- Support and PI approval must be uploaded for FAU changes involving C&G funds
- FAU combination edit check
- Upon deployment, departments should correct position funding against fund 69993 ASAP

FAU Change Tool

- Simple FAU changes:
 - Will be automatically uploaded into UCPATH upon department approval
 - Do not involve fund subject to salary caps (e.g. NIH)
 - Do not involve retroactive effective dates
 - Do not involve Multiple Components of Pay (MCOP), e.g. Health Science Faculty
- Complex FAU Changes:
 - Requests will route to designated SSC for manual input into UCPATH
 - Involve funds subject to salary caps
 - Involve retroactive effective dates
 - Involve MCOP

FAU Change Tool Demo

Simple Demo Slide:

- Demonstrate a simple FAU update for one position, where the position will become split funded in the future.
- Search Department Code – D01100
- Search Position – 40015874

FAU Change Tool Demo

Complex Demo Slide:

- Demonstrate a combined simple and complex FAU update, and the warning message that will occur if attempted. Multiple positions, one complex and one simple.
- Department Code – D01059
- Select Position - 40006234



BFS – Business & Financial Services
A Division of Business & Administration Services (BAS)



Questions

Feedback should be sent to ucrfsfeedback@ucr.edu



Thank you for attending today's UCRFS Users Group Meeting

- The next UCRFS Users Group Meeting will be held on Monday, May 21, 2018 from 10:30 – Noon at the Alumni Center.
- We welcome your feedback and would appreciate your taking this short survey by clicking on this link which will remain open through April 4, 2018.
- <https://forms.office.com/Pages/ResponsePage.aspx?id=xCpim6aGnUGbnr-zP0XAVEtsbWuOrYNAo7gHdjTh-yZUMExFMzhMQVVIWUYyTDgxSFZKMzhIRjNBUi4u>