

# OneUSG Implementation Update

*Susan Norton, MS, SPHR  
Vice President, Human Resources*

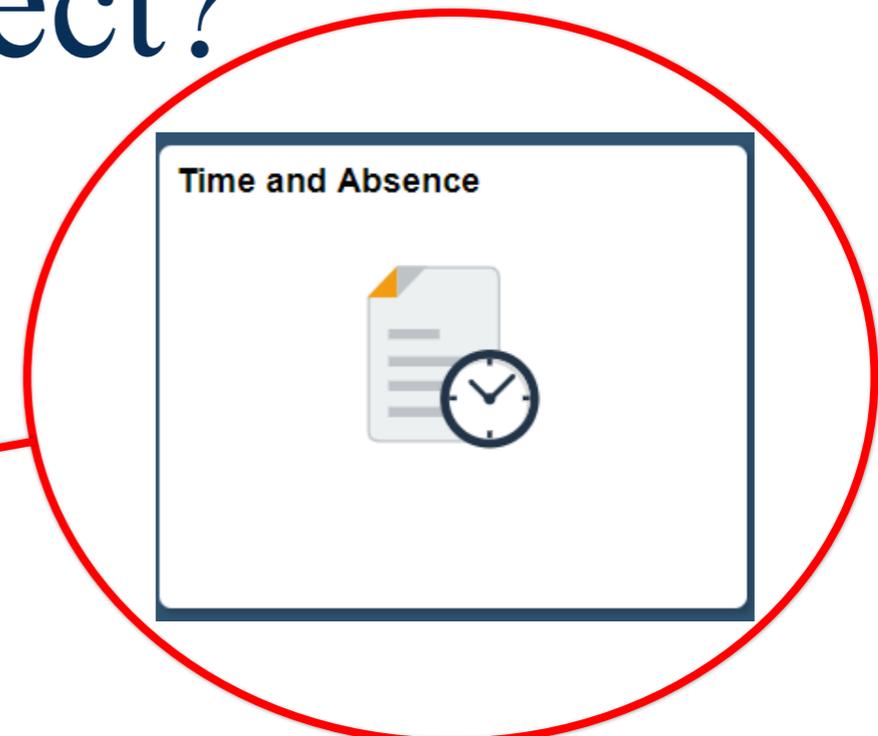
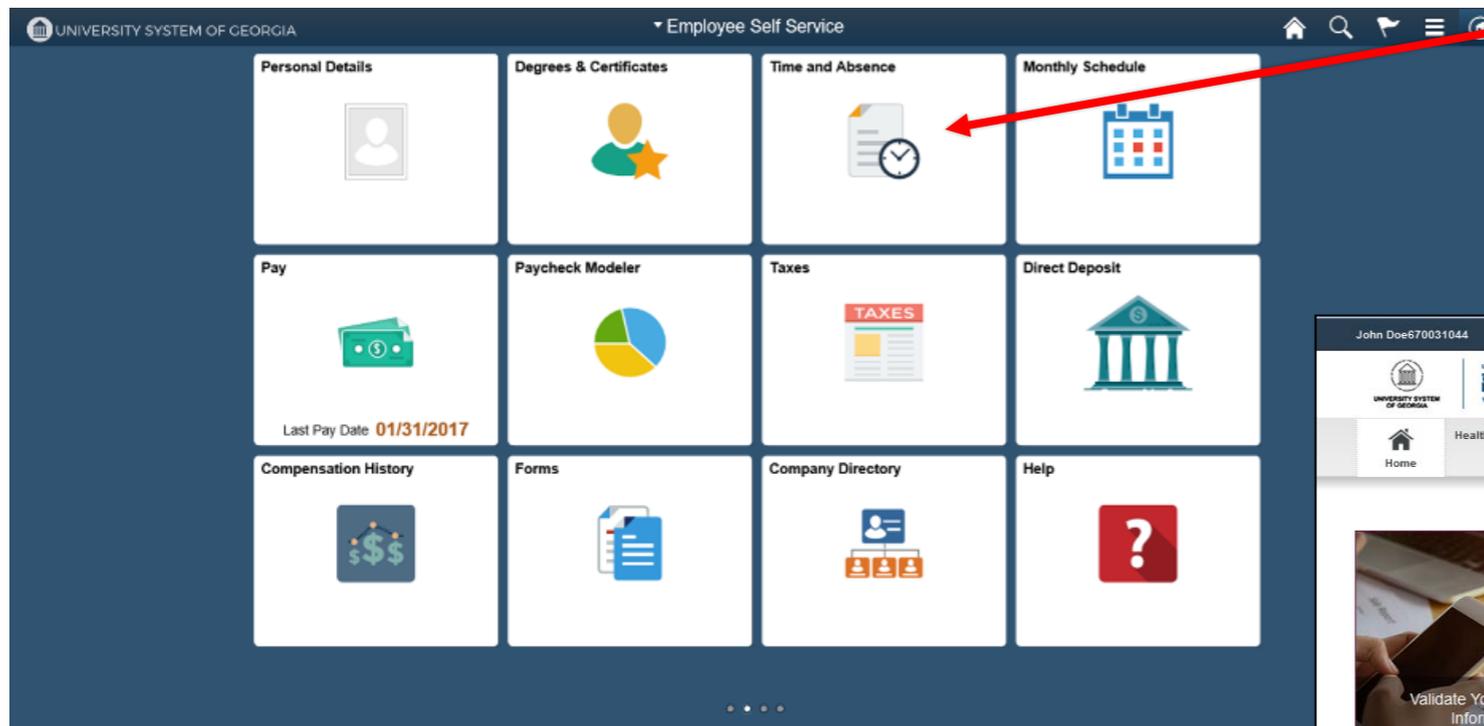
# About OneUSG

- Intended to bring all USG institutions onto one Human Capital Management (HCM) platform
- First Cohort transitioned July 2017
- Augusta University is Cohort 5
- Project kickoff meeting held on January 29, 2018

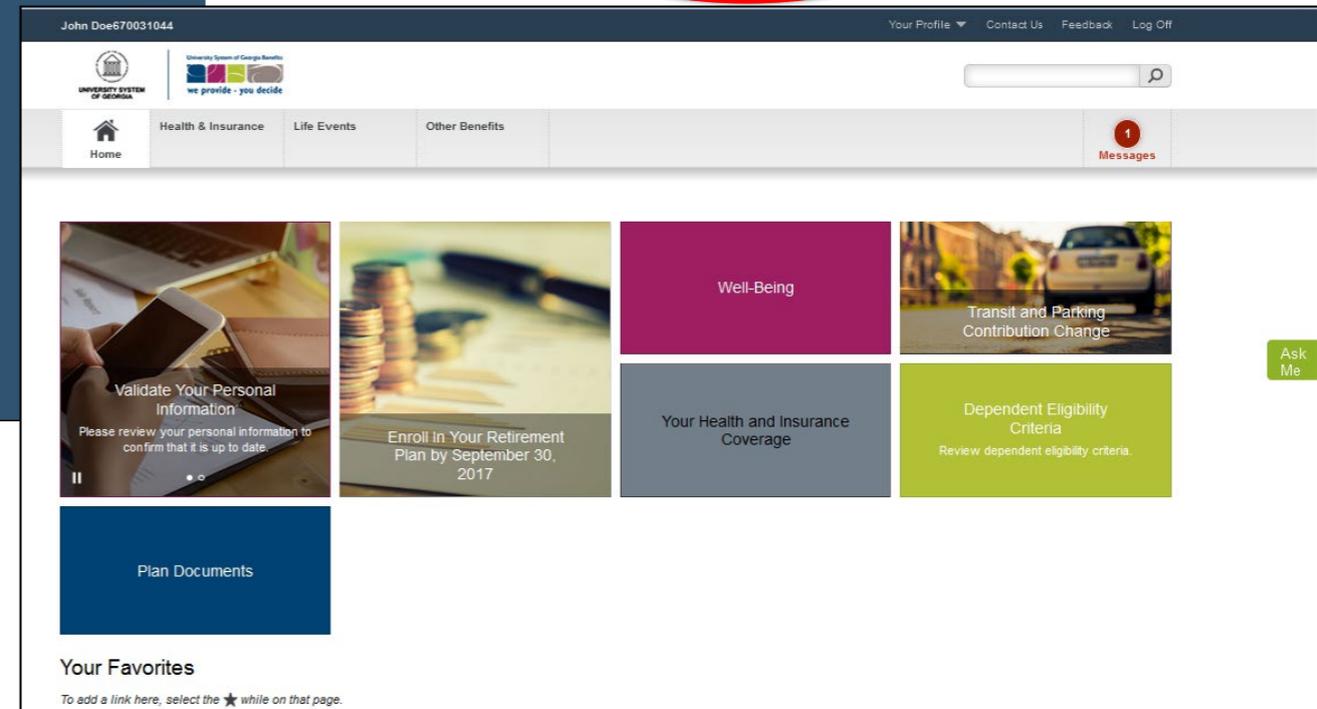
# What is OneUSG?

- University system-wide initiative to develop and implement a consistent approach to policies, procedures and technology solutions
- Goal is to reduce costs, streamline processes, have consistent guidelines and procedures, and centralized support
- OneUSG Connect is the first initiative of OneUSG

# What is OneUSG Connect?



OneUSG Connect

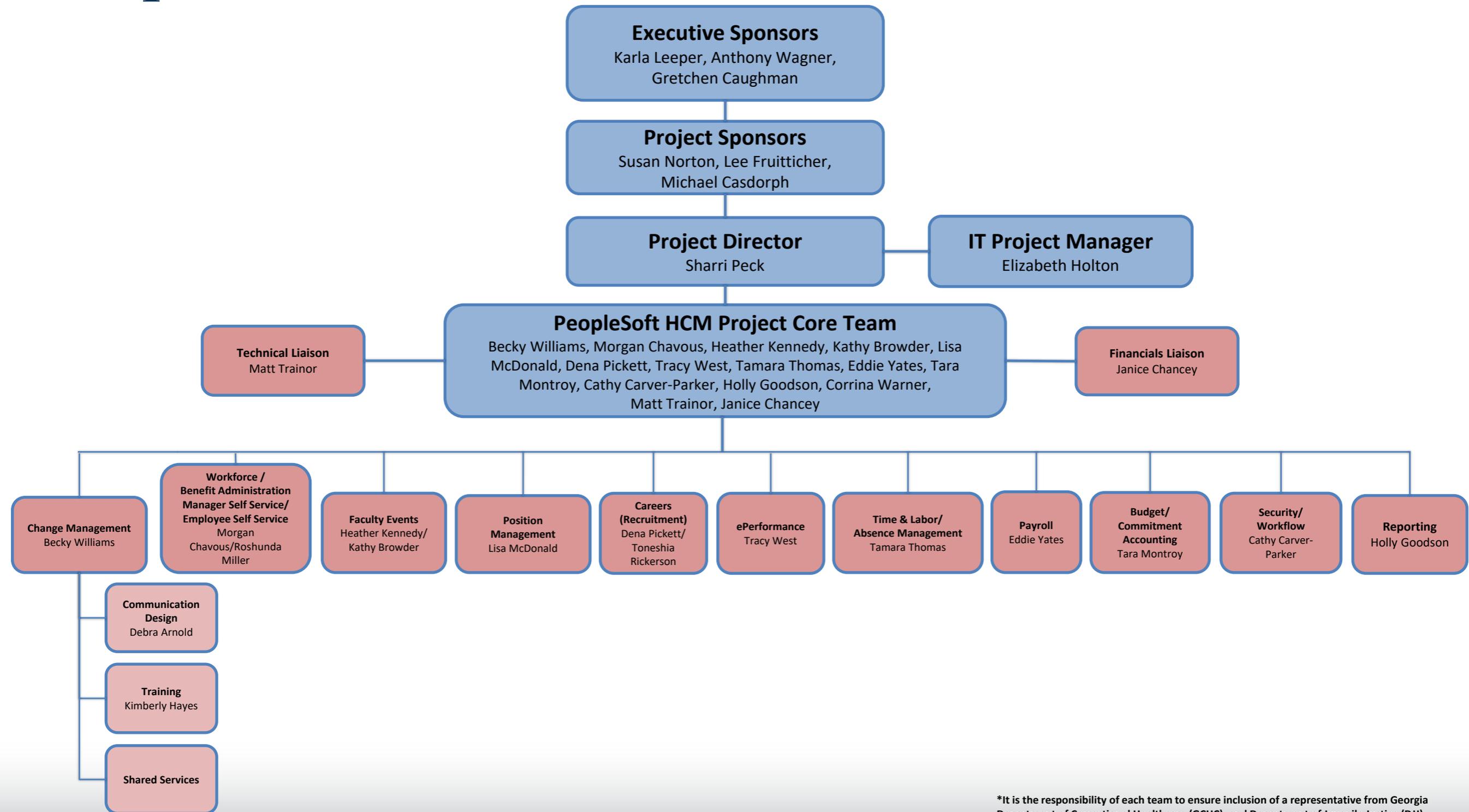


OneUSG Connect - Benefits

# OneUSG Connect Schedule

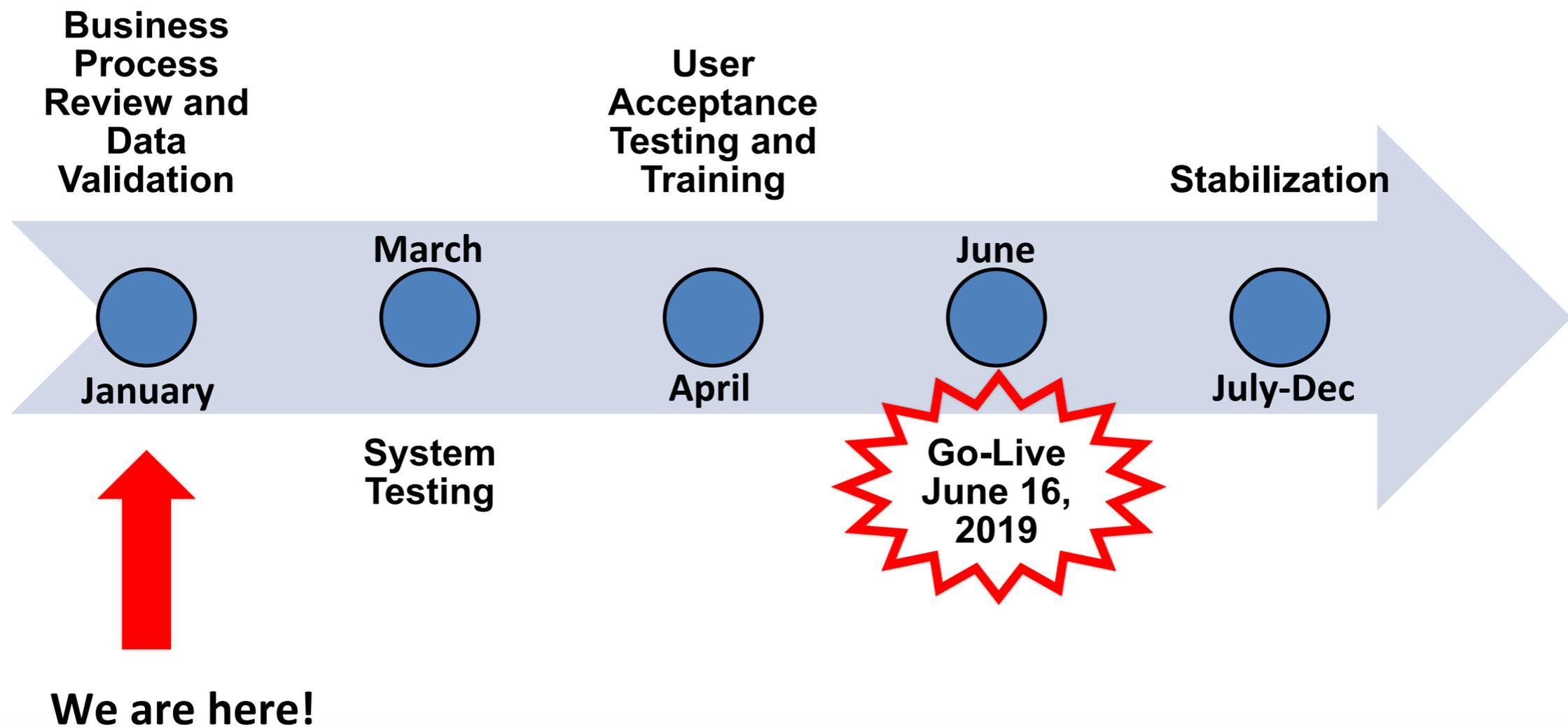
| July 2017   | January 2018   | April 2018  | January 2019  | June 16. 2019  | January 2020  |
|---|--|---|---|--|---|
| <ul style="list-style-type: none"> <li> Columbus State University</li> <li> Georgia College &amp; State University</li> <li> Georgia Gwinnett College</li> <li> Georgia Southwestern State University</li> <li> Valdosta State University</li> <li>University System Office</li> </ul> | <ul style="list-style-type: none"> <li> Abraham Baldwin Agricultural College / Bainbridge State College</li> <li> Georgia Southern University / Armstrong State University</li> <li>Fort Valley State University</li> <li>Gordon State College</li> <li> Middle Georgia State University</li> </ul> | <ul style="list-style-type: none"> <li> Albany State University / Darton State College</li> <li> Atlanta Metropolitan State College</li> <li> College of Coastal Georgia</li> <li> Clayton State University</li> <li> Dalton State College</li> <li> East Georgia State College</li> <li> Georgia Highlands College</li> <li> Georgia State University</li> <li> Kennesaw State University</li> <li> Savannah State University</li> <li> South Georgia State College</li> <li> University of North Georgia</li> <li> University of West Georgia</li> </ul> | <ul style="list-style-type: none"> <li> University of Georgia</li> </ul> | <ul style="list-style-type: none"> <li> Augusta University</li> <li>Research</li> <li>Comprehensive</li> <li>State Universities</li> <li>State Colleges</li> <li>Consolidation</li> </ul> | <ul style="list-style-type: none"> <li> Georgia Institute of Technology</li> </ul> |

# OneUSG Connect PeopleSoft HCM Implementation Roles Matrix



\*It is the responsibility of each team to ensure inclusion of a representative from Georgia Department of Correctional Healthcare (GCHC), and Department of Juvenile Justice (DJJ).

# OneUSG Implementation Timeline



# OneUSG Implementation Impact

- All employees (6,756)
  - Absence Management module
  - Time & Labor module
  - Self-Service
- Hiring Managers (735)
  - Careers
- Business Managers/ePAR Users (416)
  - Manager Self-Service
  - ePAR transactions
  - Potential business process changes
- AU Practitioners (134)
  - Payroll, HR, Benefits, Finance, Legal, Audit

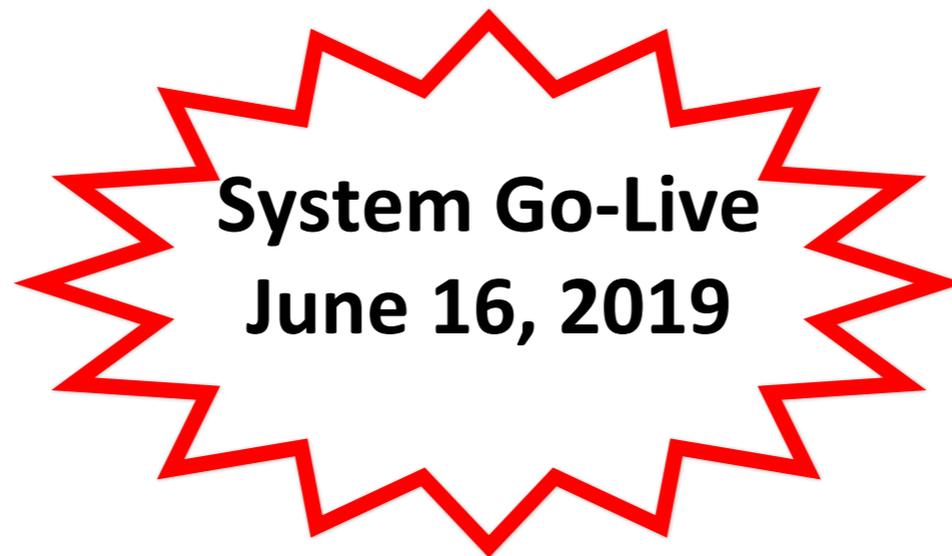


# Current State vs. Future State

|   | Current State                     | Future State   |
|---|-----------------------------------|--|
| <b>Time Management (used for recording time worked)</b>             | TimeNet                           | PeopleSoft 9.2 Time & Labor module                               |
| <b>Absence Management (used for requesting and recording leave)</b> | TimeNet                           | PeopleSoft 9.2 Absence Management module                         |
| <b>Employee Self-Service</b>  | PeopleSoft 9.1                    | PeopleSoft 9.2 Employee Self-Service module                      |
| <b>Manager Self-Service</b>   | PeopleSoft 9.1                    | PeopleSoft 9.2 Manager Self-Service module                       |
| <b>Talent Acquisition/Careers</b>                                   | PeopleSoft 9.1                    | PeopleSoft 9.2 Careers module                                    |
| <b>HR and Payroll Support</b>                                       | Augusta University HR and Finance | USG Shared Services Center and Augusta University HR and Finance |

# Key Changes for Faculty

- University employees will no longer use TimeNet but will use PeopleSoft for time and absence reporting
- Faculty and staff will begin using the USG Shared Services Center for HR and payroll system support



# Absence Management Module

- System of record for all absences
- Where paid time off is requested, approved and transferred to Time and Labor for payroll purposes
- Where leave balances are maintained

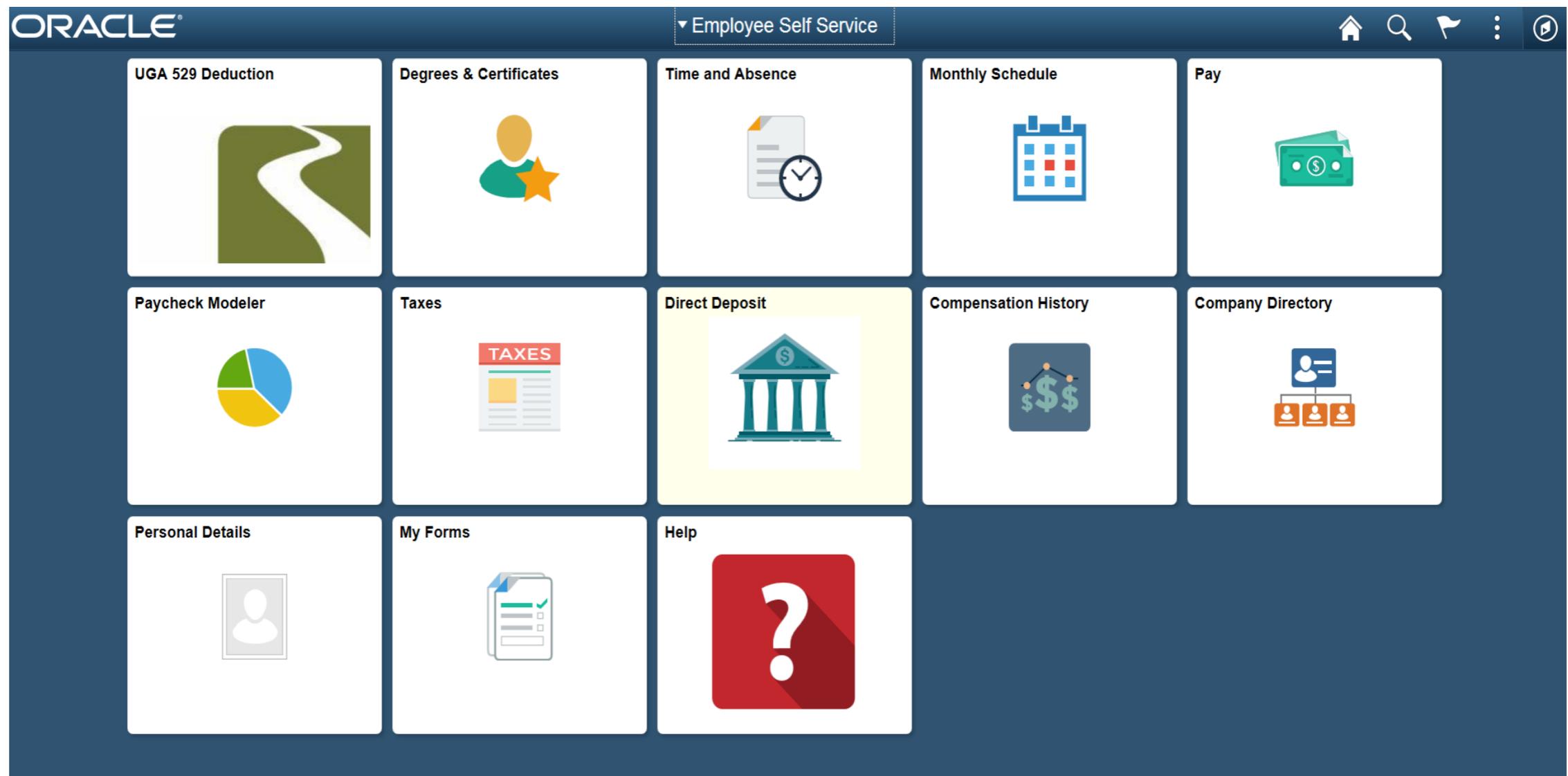
# Time & Labor Module

- System of record for all time worked
- Where time worked is reported, approved and converted to payable time for payroll purposes (AU non-exempt employees will now record their time directly in PeopleSoft)
- Will require installation of new timeclocks for those who clock in/out manually
- Web-clocking will still be available for those using this method
- System will **require** up-front selection for time capture methodology using either timeclock or web-clocking; cannot use both
- Affordable Care Act (ACA) required time reporting will now be handled in PeopleSoft

# Employee Self-Service

- An easy-to-use online tool all employees will use within OneUSG Connect to:
  - Submit timesheets (if applicable)
  - Request absences
  - View paychecks
  - Update direct deposit information
  - Review and change personal information
  - Update tax withholdings

# Employee Self-Service



# OneUSG Connect Training Strategies

Self-Service Users



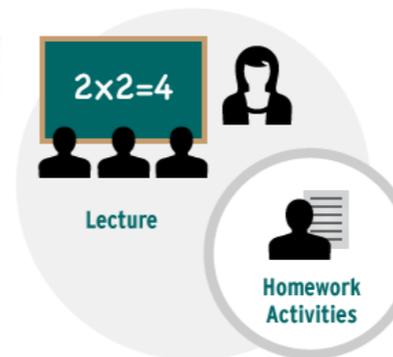
Just in Time training



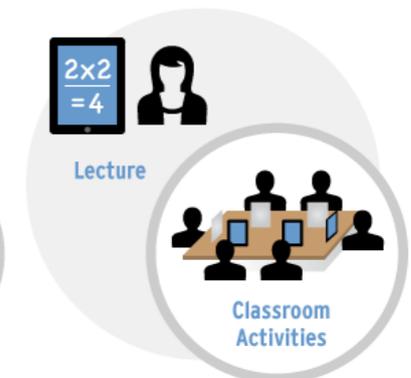
Practitioners



TRADITIONAL



FLIPPED



# OneUSG Implementation – Next Steps

- Continue business process review and data conversion review
- Launch AU OneUSG website
- Present to key groups such as Faculty Senate, EAC, business managers, leadership teams, etc.
- Engage key stakeholders regarding training needs

# What Will Not Change

- **Pay cycles**
- Employees will continue to be paid according to the current bi-weekly and monthly schedules.
- Faculty on Academic Year Contracts will continue to be paid over 10 months (August to May) with the same benefit deduction schedule (5/5 in the fall, 7/5 in Spring)
  - Discussion is still underway about the potential option to select a 10 or 12 month pay schedule for Academic Year faculty
  - If this option is offered, it would not occur until well after all institutions go-live
- **Our commitment to providing a high level of customer service**

# Questions?

A red starburst graphic with a jagged, multi-pointed border, containing the text 'System Go-Live June 16, 2019'.

**System Go-Live  
June 16, 2019**