On Thursday, March 29th, UCR welcomed UC President Janet Napolitano and UC Riverside Chancellor Kim A. Wilcox to a FOM|UCPath appreciation event. The venue was packed, the walls were reverberating with lively conversation, and smiles were everywhere as President Napolitano entered the room. The team was thrilled to be in the company of our University's leaders who recognized the tremendous effort that has been, and continues to be, put into the success of this critical project. President Napolitano made a special trip to UCR for this event and took every opportunity to meet those who made UCR's implementation happen.

She personally congratulated the team for implementing a system that will eventually serve employees across the 10 UC campuses, five medical centers and other university entities. She also told the group of employees gathered to celebrate the momentous occasion, “I know many of you sacrificed winter break and being away from your families during Christmas. Thank you, because this will make for a smoother road for the other UCs as they transition. I want to thank you on behalf of UC and the Board of Regents. I deeply appreciate the commitment. UCPath will help us become effective and more efficient.”

Chancellor Wilcox said that FOM|UCPath was a project about values because it impacts every single person. The timely roll-out of this project – even with the hiccups the FOM|UCPath team encountered – was an overall success because FOM|UCPath team members worked with intention. “Today, you’ve done something great,” Wilcox said. “This was intentional. We said we’re going to step up for UCR and the rest of the system and we did it. These are the kinds of jobs that are transformational in the life of a university. I’m proud of you for that.”

President Napolitano’s and Chancellor Wilcox's visit reminded our team that this project is bigger than just UCR, and that we have truly paved the way for the other UC campuses, medical centers, and research laboratories to succeed. UCR continues to achieve nothing less than what the UC system stands for: the gold standard. This is an ongoing project and the biggest of its kind, and an example of how our campus contributes to the greater UC mission.

**TRAINING UPDATE**

The FOM|UCPath Training Team continues to offer a wide range of new and advanced FOM ServiceLink training courses. New courses for the month of April include:

- UCRUDC200: Advanced FOM ServiceLink Job Data Changes
- UCRSWB100: FOM ServiceLink Short Work Break
- UCREL1220: Advanced FOM ServiceLink Extended Leaves for Staff

In addition to advanced ServiceLink training opportunities, the Training Team will be offering UCPath Inquiry Training to Central Offices. One-on-one training opportunities tailored to the needs of an Accountability Structure or Shared Service Center are also available by request. If you are interested in having the Training Team come by your workstation and provide UCPath and/or ServiceLink training to you and your staff, please email Kathleen Cool at fomucpathtraining@ucr.edu to schedule a meeting.
**FINANCIAL TRANSACTIONS**

**FULL ACCOUNTING UNIT (FAU)**

The new ServiceLink FAU Change Request tool is now available. The implementation of UCPath introduced a new way of managing the Full Accounting Units (FAU) associated with salary/benefit expense distributions. Salary FAU changes will be initiated through the FAU Change Request tool, which provides for a standard campus process, approvals and audit-trails. Using this application, departments will have the ability to update the FAUs associated with UCPath position funding distributions. The majority of FAU changes will be directly uploaded into UCPath nightly, thereby streamlining the process significantly.

Please note that there are many differences with how salary-related funding is handled in the UCPath environment versus the former PPS environment. UCPath utilizes “position funding” to distribute salary/benefit expenses. Every employee must have a position, and the combination of the employee and position makes up a “job”. In order to properly distribute salary and benefit expenses, every position must be set up with appropriate funding. A User Guide has been created to help explain UCPath position funding and provide instructions for the using the FAU Change Request.

**DEADLINE FOR PPS EXPENSE TRANSFERS**

With the implementation of UCPath, the final PPS payroll compute occurred in December 2017. As previously communicated, the payroll cost transfer function in PPS would be available for four months after the UCPath transition. This notice is a friendly reminder that the final day to process PPS Expense Transfers is 4/26/18. Please ensure all PPS related corrections are processed by this deadline. After this date, PPS will be restricted to inquiry access for exiting users.

**ISSUE PROGRESS & RESOLUTION**

**Off-Cycle Checks**
Problem: Incorrect pay creating a need for off-cycle checks
Reason: Conversion issue
Resolution: Daily stand-up meetings with UCPath Center led to improved knowledge, expertise, and responsiveness from UCPC. As a result, the percentage of off-cycle checks requested decreased by 90% since January.

**Work Authorization Expiration Dates**
Problem: Some dates were/are either missing or not accurate
Reason: Conversion issue
Resolution: Project team is working with SSCs to confirm the information is needed and to ensure current and accurate information is updated in the Tracker I-9 & UCPath systems.

**FICA & DCP**
Problem: Inaccurate deductions of FICA and DCP
Reason: Conversion issue
Resolution: Project Team worked closely with UCPC and set up ongoing monitoring to ensure this does not happen again.

**Salary Tables**
Problem: A number of salary tables were incorrect in UCPath
Reason: Conversion issue
Resolution: Project team worked with UCPC to upload appropriate salary tables.

**Post-Doc Benefits**
Problem: Post-docs were mistakenly informed by UCPC that they were not eligible for benefits
Reason: UCPC training issue
Resolution: Provided relevant benefits information to UCPC and communicated the correct benefits information to affected employees.

**TRACKER**

To prepare for the August 2018 full Tracker I-9 solution implementation, the FOMIUCPath project team has created a workgroup made of various campus representatives to develop best practices and content for comprehensive training that will be available for Tracker users starting in July. The training will incorporate an updated I-9 UCR campus policy, and a streamlined and efficient campus process that supports data security as well as compliance. The workgroup is scheduled to meet every two weeks leading up to the implementation.