OneSource Quarterly Update (October 2019)

With the OneSource implementation go-lives completed, the teams are now intently focused on actions and solutions that reduce administrative burden, optimize our new systems and processes, and work to further increase efficiencies across the University of Georgia.

To improve communications, we will be providing you with quarterly updates highlighting key improvements and updates. The first of these updates is below. A number of improvements have been introduced this quarter, and a complete listing can be found on our new Enhancements Update at the bottom of our Roadmap page. There is much work still to do, and we appreciate the ongoing engagement and ideas of the campus community. Your input has been and will continue to be instrumental to ongoing progress.

Area	Issue/Commitment	Progress
Data & Reporting	New Data: Faculty metrics	Data on active faculty, courtesy faculty, graduate program faculty, graduate coordinators, special faculty titles, and course sections with no instructor of record are posted on the operational reports page (under the "Faculty" tab) of the OIR website.
Data & Reporting	Identify an easy way to see payroll by person on sponsored projects.	A new tab was added to the Project Status Report called "Payroll Transaction List" that shows paid and encumbered amounts by project team member.
Data & Reporting	Payroll data in reporting tools	This has been released in the Position Funding Cube (requires VPN). Training is available.
Graduate Assistants	Reduce burden of managing Grad Assistants	OFA will accept all requests to load graduate students in Banner as potential instructors of record, regardless of their position type in OneUSG Connect. This new process was implemented in July 2019 and should reduce burden in managing graduate assistants.
Human Resources	Launch new HR Service Center dedicated to unit support and improved processing times.	The new Service Center was fully launched by July 2019. Processing times had peaked at an average of 22 days with 1,375 hiring proposals processed in May. By August, this was down to 12 days with 2,025 hiring proposals processed. Processing times in both Central HR and background investigations have decreased. See Fig 1 below for more detail.
Human Resources	Establish dedicated HR contacts for each unit.	This support structure has been created and is now in use. This was communicated to campus on September 11, 2019. The list of unit contacts can be found on the HR Website.
Purchasing	Need one place to see open purchase orders and available balances.	The query *UGA_PO_OPEN_AMOUNT* in the UGA Financial Management System was enhanced to address this issue. Training is available.
Time & Labor	The discrepancy between the time approval and absence deadlines was causing confusion, and a short turnaround time on Monday mornings.	The Bi-Weekly Payroll Absence approval deadline was moved by USG to 10 a.m. on Mondays to align with the Time approval deadline.

Fig 1: HR Hiring Proposal Processing Times (CY2019)