Changes in HRMS to Correspond with Quantum Financials

Friday, October 4th, 2019
9am – 11am
SON- Room 130
Agenda

• HRMS changes due to Quantum Financials implementation
  – Susan McKechnie & Candace Chow
• FS-Payroll updates
  – Candace Chow
• SPAC- Costing & Compliance updates
  – Beryl Gwan
• Quantum Analytics Demo
  – Lynn McGinley
Quantum Financials
Quantum Financials

• New financial accounting system has replaced eUMB Financials
• Went Live on October 2nd, 2019
• Website: https://www.umaryland.edu/quantum/
Quantum Financials

• Chart of Accounts and Account Combo structure here:
  – https://www.umaryland.edu/quantum/chart-of-accounts/

• General Training and support:
  – https://www.umaryland.edu/quantum/training-and-support/

• COA Training:
  – https://www.umaryland.edu/quantum/chart-of-accounts/education-session-information/
Quantum Financials Quick Overview

- Coding either to a General Ledger Account Combination (GLAC) or to a Project

- GLAC format is:
  Object-Source-Org-Activity-Purpose-Function-Unit-Future-Interfund (OSOAPFUFII)

- Project format is:
  Project-Org-Expenditure Type- Task- Award-Funding (POETAF)
Quantum Financials

For GLACs-

- Objects and Orgs (that were Accounts and Depts) have not changed but there are additions and deletions;
- Sources are a combination of Fund and PCBU with some expansion and new values;
- Functions are Programs with expansion and new values;
- Depts/Schools/Divisions were given both Purpose and Activity to create values to meet reporting needs
Quantum Financials

For Projects (POETAF)-

- Converted projects retained the same Project ID from eUMB- new project IDs will be different
- Orgs represent the Transaction Dept we used in eUMB- not the project owning dept
- Expenditure Type use the same values as Object (old Account)
- Task- always 1
- Award is the contract number
- Funding indicates whether it is External (from the sponsor) or Internal for cost sharing- either Committed Cost Sharing (CCS) or Over the Cap for salaries (OTC)
What HRMS users will see

• We did not have the resources and timeframe to redo the entire HRMS system so we had to retro fit the new Quantum elements into the existing HRMS fields
What HRMS users will see

• For the GLACs, the SOAPF may be displayed in one field and the object is displayed in another field:
  Object-Source-Org-Activity-Purpose-Function-Unit-Future-Interfund

• For Projects, the Project-Funding may be displayed in one field and the Expenditure Type is displayed as the object:
  Project-Org-Expenditure Type-Task-Award-Funding
New HR Combo Codes
Combo Codes

• New HR Combo Codes will be generated for Quantum GLACs and Projects starting with 5xxxxxxxxxx

• Data in the current HRMS system will be converted from Old HR Combo Codes to New HR Combo Codes

• A new query has been created to look up old to new combo codes
  – Name: UMB_QTM_COMBO_CODE_CODE_MAP
  – All eUMB HRMS users have access to the query
## Combo Codes

- **UMB_QTM_COMBO_CODE_MAP**

### UMB_QTM_COMBO_CODE_MAP - acct/proj to New combo map

<table>
<thead>
<tr>
<th>Old eUMB Combo Code</th>
<th>New QTM Combo Code</th>
<th>Old eUMB Project ID</th>
<th>New QTM ProjectID</th>
<th>Old eUMB Chartstring</th>
<th>New QTM Chartstring</th>
<th>Old eUMB Org</th>
<th>New QTM Org</th>
<th>Old Descr</th>
<th>New Descr</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>50000008863</td>
<td>00521614</td>
<td>00521614</td>
<td>182-10205000-151-00521614-00184</td>
<td>00521614-EXT</td>
<td>10205000</td>
<td>10418030</td>
<td>Roles of DNA Ligase I in Mamma</td>
<td>Roles of DNA Ligase I in Mamma</td>
</tr>
<tr>
<td>2</td>
<td>5000000709</td>
<td>00435063</td>
<td>00435063</td>
<td>183-10302000-151-00435063-00192</td>
<td>00435063-EXT</td>
<td>10302000</td>
<td>10419060</td>
<td>DEV OF INTROPIC ANTIBODY</td>
<td>DEV OF INTROPIC ANTIBODY</td>
</tr>
<tr>
<td>3</td>
<td>50000007721</td>
<td>00110301</td>
<td></td>
<td>116-10401010-101-00110301-00115</td>
<td>105-10401010-000000-0000000-110</td>
<td>10401010</td>
<td>10401010</td>
<td>MEDICINE-DEPT. OF ANESTHESIOLO</td>
<td>General Appropriation</td>
</tr>
</tbody>
</table>
Combo Codes

• Historical data conversion will be done for FY2016 and later
  – All old HR Combo Codes (0000XXXXXXX) will be changed to new HR Combo Codes (5XXXXXXXXXX)

• Payroll information for FY2015 and prior years can be found in Raven SPC
  – Raven will still be available for 3 years after Quantum goes live
  – Do not run PCD or queries after conversion as they may return incorrect information
Action Item

• With all the changes that were made there is probably something that did not get fully tested

• You know your data best

• *If you see something, say something!*
EFPs
Current Year EFPs

• Every existing effective date will be copied and a new Effective Seq will be created with converted HR Combo Codes

• EFP rows will get consolidated if 2 Old HR Combo Codes were mapped to a single New HR Combo Code
  – distribution % added together

• Can still view previous Eff Seq to see the old EFP
Current Year EFPs

• Pending EFPs will also be converted
  – Treated like any other EFPs except they are still in pending status in Workflow
  – Example: User may have created an EFP with Old HR Combo Code 0000032000-100% and left in pending status. On Monday, 10/7/19, the pending EFP will have a new HR Combo Code 5000023223-100% assuming that is how they get mapped
Display FTE and Compensation Rate as of EFP effective date
Click ‘View All’ to see the entire EFP details
EFP Inquiry Page (10/7/19 and after)
The EFP Inquiry page is enhanced to include the salary information as of EFP effective date and as of today (only on current EFP).
The EFP Inquiry page has been enhanced to a grid layout or summary format. You can also download the information to Excel. Data conversion copied existing EFP (in this example effective Sequence 0) and created a new EFP Effective Sequence 1 with converted Combo Code (5XXXXXXXXX). You may look at the old EFP from previous effective sequence.
Create EFP Page (As of today-Old)
Create EFP Page (10/7 and after)

When creating an EFP, use the look up table to search for the HR Combo Code. You will not be able to search by Project.
Pages/Reports/Queries Changes
Pages/Reports/Queries Changes

• Chartfield configuration changed in HR to match Quantum
  – Most labels have been changed to Source, Org, Activity, Purpose, Function (SOAPF)
<table>
<thead>
<tr>
<th>Empl ID:</th>
<th>Company:</th>
<th>Earnings:</th>
<th>Empl Record:</th>
<th>Off Cycle?</th>
<th>Corrected:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>UMB</td>
<td>2,051.81</td>
<td>0</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Employee Earnings and Fringes**

<table>
<thead>
<tr>
<th>Pay Group:</th>
<th>Pay End Date:</th>
<th>Page:</th>
<th>Line:</th>
</tr>
</thead>
<tbody>
<tr>
<td>EFY</td>
<td>05/25/2019</td>
<td>489</td>
<td>3</td>
</tr>
</tbody>
</table>

**Pay Earnings**

<table>
<thead>
<tr>
<th>Actual #</th>
<th>Earns Begin Date</th>
<th>Earns End Date</th>
<th>Empl</th>
<th>Hours</th>
<th>Earnings</th>
<th>Hourly Rate</th>
<th>FLSA Rate</th>
<th>DeptID</th>
<th>Combo Code</th>
<th>FICA</th>
<th>TL Sours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>05/12/19</td>
<td>05/25/19</td>
<td>RGS</td>
<td>80.00</td>
<td>2051.81</td>
<td>25.647579</td>
<td>13202000</td>
<td></td>
<td>Subject</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

**Earnings Distribution**

<table>
<thead>
<tr>
<th>Empl</th>
<th>Earns End Date</th>
<th>Fiscal Year</th>
<th>Acctg Period</th>
<th>Combo Code</th>
<th>Acct</th>
<th>Amount</th>
<th>Dept ID</th>
<th>Empl Rcd#</th>
<th>BR / DR</th>
<th>Pay End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>RGS</td>
<td>05/25/19</td>
<td>2019</td>
<td>11</td>
<td>0000030344</td>
<td>1013</td>
<td>1025.91</td>
<td>13202000</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RGS</td>
<td>05/25/19</td>
<td>2019</td>
<td>11</td>
<td>0000031288</td>
<td>1013</td>
<td>1025.90</td>
<td>13202000</td>
<td>0</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Calculated Fringes**

<table>
<thead>
<tr>
<th>Combo Code</th>
<th>Fringe Acct</th>
<th>Amount</th>
<th>% Used</th>
</tr>
</thead>
<tbody>
<tr>
<td>0000030344</td>
<td>2791</td>
<td>406.26</td>
<td>39.60</td>
</tr>
<tr>
<td>0000031288</td>
<td>2791</td>
<td>406.25</td>
<td>39.60</td>
</tr>
</tbody>
</table>

Display only Combo Code and Acct
UMB Paycheck/Dists (10/7/19 and after)

Other than the HR Combo Code, SOAPF/POETAF has been added on the Paycheck/Distributions page.

Account is now defined as Object in Quantum Financials.
Additional Pays

All existing old HR Combo Codes (0000XXXXXX) will be changed to new HR Combo Codes (5XXXXXXX) after data conversion is completed.
ETS – Combo Code Overrides
ePAF
UMB_CA queries have been modified to show new Combo Codes (5XXXXXXXXX) and Object, Source, Org, Activity, Purpose, Function, Unit, Future, Interfund (OSOAPFUFI).
PCD Run Control Page- Sponsored Proj
As of Today (Old)

PCD can be run by Project ID. Combo Code is not available as a selection criteria.
PCD Report - Sponsored Proj
As of today (Old)

<table>
<thead>
<tr>
<th>EMPLOYEE</th>
<th>Name</th>
<th>Dept Id</th>
<th>PayEndDT</th>
<th>RunID</th>
<th>FY-AcctPrd</th>
<th>GROSS</th>
<th>SALARY</th>
<th>Fringe</th>
<th>FICA</th>
<th>HEALTH</th>
<th>H SCHG</th>
<th>OPEB</th>
<th>RETIRMT</th>
<th>ACCT</th>
<th>UNEMPMT</th>
<th>ACCT</th>
<th>SRA</th>
<th>ACCT</th>
<th>EMPLOYEE</th>
<th>R</th>
<th>DEPTID</th>
</tr>
</thead>
<tbody>
<tr>
<td>1012</td>
<td></td>
<td></td>
<td>07-07-18</td>
<td>19-01</td>
<td>2019-1</td>
<td>95.90</td>
<td>95.90</td>
<td>5.02</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>07-21-18</td>
<td></td>
<td></td>
<td>19-02</td>
<td>19-02</td>
<td>2019-1</td>
<td>191.60</td>
<td>191.60</td>
<td>0.05</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>08-04-18</td>
<td></td>
<td></td>
<td>19-03</td>
<td>19-03</td>
<td>2019-1</td>
<td>137.00</td>
<td>137.00</td>
<td>3.76</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>08-04-18</td>
<td></td>
<td></td>
<td>19-03</td>
<td>19-03</td>
<td>2019-1</td>
<td>54.80</td>
<td>54.80</td>
<td>14.30</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>08-13-18</td>
<td></td>
<td></td>
<td>19-04</td>
<td>19-04</td>
<td>2019-1</td>
<td>191.60</td>
<td>191.60</td>
<td>0.05</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>09-01-18</td>
<td></td>
<td></td>
<td>19-05</td>
<td>19-05</td>
<td>2019-1</td>
<td>178.10</td>
<td>178.10</td>
<td>46.48</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>09-01-18</td>
<td></td>
<td></td>
<td>19-05</td>
<td>19-05</td>
<td>2019-1</td>
<td>191.60</td>
<td>191.60</td>
<td>3.57</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>09-15-18</td>
<td></td>
<td></td>
<td>19-06</td>
<td>19-06</td>
<td>2019-1</td>
<td>191.60</td>
<td>191.60</td>
<td>50.04</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>09-29-18</td>
<td></td>
<td></td>
<td>19-07</td>
<td>19-07</td>
<td>2019-1</td>
<td>191.60</td>
<td>191.60</td>
<td>50.05</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10-13-18</td>
<td></td>
<td></td>
<td>19-08</td>
<td>19-08</td>
<td>2019-1</td>
<td>13.70</td>
<td>13.70</td>
<td>3.57</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10-13-18</td>
<td></td>
<td></td>
<td>19-08</td>
<td>19-08</td>
<td>2019-1</td>
<td>178.10</td>
<td>178.10</td>
<td>46.48</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10-27-18</td>
<td></td>
<td></td>
<td>19-09</td>
<td>19-09</td>
<td>2019-1</td>
<td>191.60</td>
<td>191.60</td>
<td>50.05</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11-10-18</td>
<td></td>
<td></td>
<td>19-10</td>
<td>19-10</td>
<td>2019-1</td>
<td>54.80</td>
<td>54.80</td>
<td>14.30</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11-10-18</td>
<td></td>
<td></td>
<td>19-10</td>
<td>19-10</td>
<td>2019-1</td>
<td>137.00</td>
<td>137.00</td>
<td>35.75</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11-24-18</td>
<td></td>
<td></td>
<td>19-11</td>
<td>19-11</td>
<td>2019-1</td>
<td>191.60</td>
<td>191.60</td>
<td>50.05</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12-03-18</td>
<td></td>
<td></td>
<td>19-12</td>
<td>19-12</td>
<td>2019-1</td>
<td>82.20</td>
<td>82.20</td>
<td>21.45</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12-08-18</td>
<td></td>
<td></td>
<td>19-12</td>
<td>19-12</td>
<td>2019-1</td>
<td>109.60</td>
<td>109.60</td>
<td>28.60</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12-22-18</td>
<td></td>
<td></td>
<td>19-13</td>
<td>19-13</td>
<td>2019-1</td>
<td>191.60</td>
<td>191.60</td>
<td>50.05</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>01-05-19</td>
<td></td>
<td></td>
<td>19-14</td>
<td>19-14</td>
<td>2019-1</td>
<td>123.30</td>
<td>123.30</td>
<td>32.17</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Click on \( \text{search} \) to look up Combo Code from the Prompt.

PCD report cannot be run by Project ID. Enter a Combo Code- If it has associated Project ID (Sponsored project), it will be displayed when the user tabs out of the combo code entry.

Object = Acct
PCD Report- Sponsored Proj
10/7/19 and after
PCD Run Control Page- Non-Sponsored (As of today- Old)

PCD can be run by Project ID. Combo Code is not available to be searched as a selection criteria.
PCD Run Control Page - Non-Sponsored
10/7/19 and after

PCD run by Combo Code. As this is a non-sponsored project, the Project field is blank after clicking on.
Since this is non-sponsored, project ID fields are blank.
## Cost Center Report - As of Today (Old)

<table>
<thead>
<tr>
<th>Bus.</th>
<th>Employee Name</th>
<th>Unit</th>
<th>Employee ID</th>
<th>Hours</th>
<th>Regular Earnings</th>
<th>Overtime Hours</th>
<th>Overtime Earnings</th>
<th>Other Earnings</th>
<th>Total Earnings</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSEMH</td>
<td>032013</td>
<td>80.00</td>
<td>3,538.25</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSEMH</td>
<td>029706</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSEMH</td>
<td>034409</td>
<td>80.00</td>
<td>2,850.90</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSEMH</td>
<td>025461</td>
<td>80.00</td>
<td>2,423.27</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSEMH</td>
<td>029815</td>
<td>80.00</td>
<td>2,504.04</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSEMH</td>
<td>030946</td>
<td>80.00</td>
<td>2,541.20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSEMH</td>
<td>031384</td>
<td>80.00</td>
<td>2,221.33</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSEMH</td>
<td>014187</td>
<td>80.00</td>
<td>3,877.23</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Cost Center Total:**

- Regular: 1,535.50
- Overtime: 0.00
- Other: 303.50
- Total: 10,466.11
- Notes: Adjusted

**Combo Code:** 00000XXXXX
PAFs due Wednesday, 10/2. FSPR have manually changed the old HR Combo Code to new HR Combo Code for the PAFs we received. Departments must check the CCR to validate the new HR Combo Code using query UMB_QTM_COMBO_CODE_MAP.
Payroll Topics
Home and CPB address

• Employees’ **Home** and **CPB** addresses should be the same in eUMB

• FSPR has been sending out courtesy email to payroll reps for employees having different home and CPB address
Home and CPB address

• Starting next pay period, we will no longer send out emails to departments for employees with different home and CPB addresses

• Payroll Reps can run query `UMB_PR_CHECK_REGISTER_ADDRESS` to identity employees with different addresses and contact them to update their addresses
Home and CPB address

• Paper paychecks will be mailed to employees based on their CPB address listed in eUMB
• Employees have no CPB address listed, a label will be created by FSPR to mail to their home address
• Payroll Reps to contact FSPR 2 days before payday if any of their employees’ check would need to be mailed to a different address
eUMB HRMS Training

• New payroll rep who needs security access to eUMB must complete eUMB HRMS training
• Introduction to eUMB HRMS course is required for anyone who will hold any role in eUMB HRMS
• The course is now available through the Learning Management System (LMS)
eUMB HRMS Training

• New users may visit FSPR website at https://www.umaryland.edu/financialservices/payroll/
  – Click on Training Enrollment Database
  – Add a course
  – Select Course Type: eUMB HRMS
  – Select Introduction to eUMB HRMS
  – Follow the enrollment instructions
The Commitment Accounting and Departmental Payroll Processing courses are instructor-led training, users can register on the Training Enrollment Database page.
Questions?
Agenda

• SPAC-Costing and Compliance
  – Extension of Budget Retro (BR) Cut Off
  – Direct Retro (DR) Form Changes
  – New SOAPF Accounts and Post Docs on Training Grants
  – Service Center Rate Proposals
  – 093019 Initiation
Extension of BR Cutoff date – Overriding 90day BR rule

With Quantum now live (effective 10/02/19)

• BR cutoff date PP20-07 (Check date 10/04/19) has been extended
  – Initially Tuesday 10/01/19 was the last day to process EFPs for 07/01/19
• Extended to PP20-10 (Check Date 11/15/19)
  – Tuesday 11/12/19: last day to process EFPS for 07/01/19
  – Must be approved by 8pm on 11/12/19
  – Wednesday 11/13/19 start processing EFPs with begin date 08/18/19
DR Form Update

• Form will be updated for new Quantum Chart string

• Available on SPAC-Cost web by 10/07/19
  – https://www.umaryland.edu/cost/direct-retro-forms/

• Development for New Online Form completed after Go-Live
New Quantum SOAPF Accounts

• To adjust fringe benefits and fund health benefits for post docs on training grants
  – If the Project/Purpose used to charge these expenses have changed, please send notification with old and new chart string to effort@umaryland.edu

• Adjustments for September 2019 will not show up on e-UMB Financials
  – They will be posted to Quantum Financials in the calendar month October 2019 or November 2019
  – CITS working on technicalities
  – Cumulative balance will be accurate
Service Center Proposals

• Rate letters have been sent out
• Completed Proposals need to be returned to Ron Powell and Tom McHugh by 11/01/2019
  – Please Attach Narration sheet with rate proposal
Effort Reminders

• June Effort forms were due 09/10/19
  – Total delinquent forms in ERS: 666
  – ERS Period 063019 outstanding forms: 232

• The new 093019 period now initiated
  – Please complete effort forms

• Check PCA Balances!
  – No Fixed EFPS at year end to allocate retropays processed in FY20, but related to FY19
  – These FY19 retro pays are falling to the PCA and need DRs to move to correct projects
Questions?
Quantum Analytics
Quantum Analytics

• Replacement for Raven SPC
• Users need to submit access forms:
Quantum Analytics

• After authenticating to system- this page appears where you select the QA form:
Quantum Analytics

• Assign the Payroll Analyst Role:

• Reminder—there is no departmental security in Quantum— if user has Payroll Analyst role, all payroll data can be viewed
Quantum Analytics

• Confidentiality-
  – The salary for all state employees is published each year in the Baltimore Sun
  – However, users with access to university wide payroll information should be discreet and never disclose available data to others unless it is in the course of appropriate UMB business

• Please be mindful when you are assigning this role- need to know basis is the benchmark
Quantum Analytics Demo