



To: UMB HR Partners and Payroll Reps

From: Malika Monger, Chief Human Resources Officer and Associate Vice President
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Subject: Planning for Cutover from eUMB HRMS to Quantum One

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As the Quantum HCM Project moves closer to **Go-Live on Monday, October 12, 2026**, there are several deadlines and reminders which you should be aware of to help you plan for the transition from the existing HR and Payroll systems (eUMB HRMS, Taleo) to our new integrated system, **Quantum One**. A brief description of each cutover activity is provided below, along with a summary schedule of deadlines in chronological order. Please share these details with those in your schools and departments who need to know and mark your calendars with these important dates. Questions should be directed to QHCM Project Directors, Chiradeep Mukherjee (cmukherjee@umaryland.edu) or Stacy Long (stacy.long@umaryland.edu). Note: All dates below are in 2026.

A. Data Cleanup

It is important that information carried forward into Quantum One is as accurate as possible. Continue eUMB HRMS data cleanup activities through **September 19**.

B. eUMB HRMS Critical Deadlines

1. Timesheets and Absences

eUMB HRMS will be available for self-service changes through **September 19**. Department payroll reps must clear all outstanding timesheets on the ETS Statistics page by that date. After September 19, users will only have access to eUMB HRMS to submit and approve timesheets for pay period (PP) 27-06 (9/6/26 – 9/19/26) or prior, which must be completed by **September 30**. Effective **October 1**, users will no longer have access to submit or approve time sheets in eUMB HRMS.

IMPORTANT NOTES:

- Employees will not be able to submit timesheets in eUMB HRMS past PP 27-06.

- Time worked (non-exempt and hourly employees only), and absences (leave) taken between **September 20 and October 11** must be tracked outside the system for later entry into Quantum One. Suggested templates for capturing time and absence activity during this period will be available on the QHCM Project [website](#). Please note that no pay cycles will be skipped during the transition and Quantum One will be available before the submission date for PP 27-07 and 27-08 timecards.

2. Payroll Adjustment Forms

The last payroll to be processed in eUMB HRMS will be PP 27-07 (earnings from 9/20/26 – 10/3/26), which includes timesheet exceptions from PP 27-06). All payroll adjustment forms for that cycle are due by **September 25**, following current payroll calendar dates.

Payroll for PP 27-08 (10/4/26 – 10/17/26) will be the first payroll processed in Quantum One. Payroll adjustment forms for that cycle will be processed on a limited basis and accepted up to **October 15**, as needed. The gross payroll file will be sent to CPB on **October 16**, per schedule. Please work with OOTC – Payroll Services for any payroll issues encountered during that processing cycle.

C. Quantum One Critical Deadlines

1. Go-Live and Catch-Up Submissions – Timecards and Absences

After go-live on **October 12**, only non-exempt and hourly employees will be required to complete timecards. Submissions for PP 27-07 (9/20/26 – 10/3/26) must **begin October 12** and must be completed and approved by **October 14**. There are just **three days** to complete this submission and approval process.

Please ensure all hourly employee timecards (14,14W, 16,16W, 31T) are fully entered and approved in the system to ensure they are paid on schedule.

Absences taken and tracked outside the system must be entered into Quantum One beginning **October 12**. All absences must be recorded to ensure correct balances and proper validations.

IMPORTANT NOTES:

- Non-exempt and hourly employees will enter timecards for PP 27-07 (9/20/26 - 10/3/26) in Quantum One beginning **October 12**. **Submission and approval must be completed by October 14. There are just three days to complete this process. Hourly employees' timecards must be entered and approved within this time limit to ensure they are paid on time.**
- All absences tracked outside the system must be entered and approved in Quantum One beginning **October 12**.
- Office Hours will be scheduled October 12 – October 14 to assist with hourly and non-exempt employee timecard entry and approval, and absence submissions. Location and times will be published closer to go-live.

2. Recruiting - Taleo

The last day to submit job requisitions in Taleo is **September 11**. Recruitments initiated in Taleo will remain active during the cutover period, but there will be a **hiring freeze** from **September 9 through October 18**. Anyone not hired prior to September 9 will have to be hired in Quantum One starting October 19. Taleo will be available for a period of time post-go-live so that all recruitments can be dispositioned. Data will not be migrated from Taleo to Quantum One. Candidates who apply via Taleo will need to reapply in Quantum One only if they are chosen to be hired.

3. Onboarding

Onboarding sessions will be paused during the temporary hiring freeze. The **last Onboarding session** prior to the hiring freeze will be on **Tuesday, September 8**. The **first Onboarding session** post go-live will be on **Monday, October 19**.

4. Compensation and ePAFs

The last day to submit compensation requests, such as equity review requests, reevaluation requests, and out-of-state work approvals, is **August 14**. The eUMB HRMS ePAF process will end when we transition to Quantum One. The last day to submit an ePAF is **September 3**. The last day for Compensation to approve ePAFs is **September 7**. The HR Service Center will execute ePAF transactions between **September 8 through September 14**. The latest HR Action Effective Date for ePAFs submitted by the September 3 deadline is **September 19**.

Both compensation and ePAF requests not submitted by their respective deadlines will have to be submitted in Quantum One beginning **October 12**.

D. Quantum Production Freeze

Quantum Financials will be **unavailable** for normal processing from **October 3 through October 11** as the new and existing Quantum systems are integrated. Normal processing for all of Quantum One will **resume on October 12**. Quantum Analytics will remain open for most of the week and be available for reporting purposes during this time but will not receive any loads from Quantum Financials during the production freeze period.

Summary Schedule of Cutover Activities and Deadlines

QHCM Cutover Activity Description	Effective Dates (2026)
eUMB HRMS Clean Up Activities	Current – September 19
Last Day for End Users to Submit Compensation Requests (Requests received after 8/14 will be effective 10/12 following Go-Live)	August 14
Last Day for End Users to Submit ePAFs	September 3
Last Legacy Onboarding Session (Onboarding will resume on (10/19)	September 8
HRSC Executes ePAF Transactions	September 8 – September 14
Hiring Freeze (Taleo recruitments remain active)	September 9 – October 18
Last Day for Compensation to Approve ePAFs	September 7
Last Day to Submit Self-Service Changes in eUMB HRMS (including ETS Statistics page clean up)	September 19
Latest HR Action Effective Date for ePafs submitted by 9/3	September 19
Last Day to Submit Payroll Adjustment Forms for PP 27-07	September 25
Last Day for Timesheet Submission and Approval in eUMB HRMS for PP 27-06	September 30
Time and Absence Submission Freeze in eUMB HRMS (Timesheet submission and approval available until 9/30)	October 1 – October 11
Last Day to Submit Job Requisitions in Taleo (Critical recruitments will follow an exception process)	September 11
Quantum One Production Setup (Quantum Financials unavailable for normal processing)	October 3 – October 11
Last Day to Submit Payroll Adjustment Forms for PP 27-08	October 15
Quantum One Go-Live!	October 12
First Day to Submit Job Requisitions in Quantum One (Active Taleo job requisitions must be recreated)	October 12
Recruitment Career Site Links Go-Live	October 12
Timecard Submission and Approval in Quantum One for PP 27-07 (Timecard submission office hours will be available for help)	October 12 – October 14
Enter Absence Adjustments in Quantum One (must be completed prior to payroll processing – office hours will be available for help)	October 12 – October 14
Onboarding Resumes	October 19