

From: [Bryant, Kathy](#)
To:

Subject: April 10 -- ConnectCarolina HR/Payroll Update
Date: Friday, April 10, 2015 4:18:15 PM



This update email is being sent to HR Officers, HR/Payroll ConnectCarolina liaisons and Campus Working Group members, and OHR staff. OHR will send these updates each week and as needed for the next several weeks. **Please share with the ConnectCarolina HR/Payroll users in your school/division.**

Important Reminder:

System Outage on Saturday, April 18: ConnectCarolina will be unavailable on Saturday, April 18, from 8 a.m. to 8 p.m. for maintenance. Please plan accordingly.

Top Issues/Updates:

- **NEW! ePARs with effective dates in FY 2016:** Because the FY2016 HR budget information has not yet been established in ConnectCarolina, HR actions that include funding and have an effective date of July 1, 2015, or later are being stopped at Integration Broker. We are currently testing to ensure that these actions will flow through to the system once the FY2016 budgets are established in late April. To be cautious and lessen any possibility of rework, we recommend that you delay entering any actions that include funding and have an effective date on or after July 1. We will communicate with you as soon as we know the outcome of our testing.
- **NEW! Combo code effective dates:** Combo codes created between Oct. 1, 2014, and mid-March have an incorrect effective date. Combo codes created after that time are correct. We are working on a programmatic fix to correct the effective date of all affected combo codes. Until the fix has been implemented, continue to submit remedy tickets for error messages on ePARs for invalid/inactive combo codes.
- **NEW! EPA position numbers:** We have found a bug with the Edit Existing Job ePAR that will not allow originators to change any position data for EPA employees who currently share a position. We are working on the resolution for this issue. In the meantime, the workaround is to do a Transfer action using the Edit Existing Job checkbox to move an employee out of a shared position and into another position where the correct data can be entered (this may require establishing a new position).
- **REMINDER: Department changes deadline:** The deadline to request changes to department structure is April 15. Please ensure that you have discussed any needs in your school/division with your MOU Lead, who is responsible for making all requests.
- Past digests are available on the HR Community website under News, and on the CCInfo website under Issues/Fixes.

Upcoming Deadlines:

- The calendars for March-June are available [online](#) (under Resources tab). Calendars for July-December will be added shortly. The calendars also include a list of definitions of key terms (such as payroll lockout). If you have questions or suggestions about these calendars, please email [Kathy Bryant](#).
- **B20:**
 - Tuesday, April 14: Payroll confirm/lockout ends
 - Tuesday, April 14, 7-11 p.m.: CA lockout
 - Friday, April 17: Payday
- **B21:**
 - Friday, April 17: Campus data entry deadline
 - Tuesday, April 21: TIM Admin deadline

- **M10:**
 - Thursday, April 16: Campus data entry deadline
 - Monday, April 20: TIM Admin deadline
 - Tuesday, April 21, at noon: Central Office approval deadline/payroll lockout begins

Technical questions should be directed to the Business Systems Help Desk at 919-962-HELP, or submit a help ticket online at help.unc.edu (select ConnectCarolina > ConnectCarolina HR/Payroll > the appropriate area of concern). Your help ticket will be answered by a team dedicated to working on HR/Payroll questions and issues.

Functional, business process or other general questions – plus any tips you have to offer – can be added to the [ConnectCarolina user discussion forums](#).

If you have questions or suggestions for content, email kathy_bryant@unc.edu.