

THE adviso

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UNIVERSITY OF
GEORGIA

Finance & Administration

NEW USG BACKGROUND VENDOR

Human Resources is pleased to announce that the University System of Georgia recently finalized a background screening collaboration with Sterling Talent Solutions. The decision to switch background screening providers is a significant enhancement

for UGA. The SterlingONE™ platform gives UGA the capability to more effectively and efficiently work through our new hire process.

Effective December 1, 2017 all Criminal background investigations will be processed by SterlingONE™. For those positions with access to or responsibility for a Purchase Card, we will continue to process a credit check through our current provider HR TruCheck.

Please read the [background investigation policy](#), procedures, and FAQ, for additional information.



COOK'S HOLIDAY

UGA Dining Services hosted their annual Cook's Holiday event on December 14 & 15. The holiday feast included lunch and dinner buffets of holiday favorites, festive decorations and live music for patrons to enjoy. During the event, the Let All The Big Dawgs Eat Meal Plan Scholarship was promoted to support the efforts of the Office of Student Affairs to award meal plans to need-based students. In total, 2,078 people attended Cook's Holiday this year.

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HOLIDAY SERVICE UPDATES

During the holiday season, service updates for the UGA Golf Course, UGA Dining Services, and UGA Transportation & Parking Services are as follows:

UGA Golf Course

The UGA Golf Course will close at 2:30 p.m. on Sunday, December 24 and will remain closed on Monday, December 25. The golf course will open at 9:30 a.m. on Monday, January 1. The UGA Golf Course will follow normal operating hours on all other days. For more information about operational hours during the winter break, visit golfcourse.uga.edu.

UGA Dining Services

All dining commons will close by Friday, December 15. Bolton, Oglethorpe and the Village Summit will reopen on Tuesday, January 2. Snelling Dining Commons and the Niche will reopen on Thursday, January 4. For retail dining hours of operation, visit dining.uga.edu/locations-hours.

UGA Transportation & Parking Services

Intersession bus service began on Thursday, December 14 and will remain in effect until Friday, December 22. Regular bus service will resume on Thursday, January 4.

FY18 YEAR-END

In preparation for the University of Georgia's business transformation through the OneSource project, the FY18 Year-End Planning Letter has been published early to assist with planning for the remaining months of FY18. This also includes system lock-out dates that will assist in preparation for the July 1, 2018 Go-Live. Please note that due to conversion and transition to the new financial system near fiscal year-end, the deadlines will be strictly adhered to so please plan accordingly.

Details regarding FY18 Year-End dates are available at: <http://www.busfin.uga.edu/accounting/yearend.pdf>.

Information on system lock-out dates are available: https://onesource.uga.edu/resources/system_changes/.

For more information, please contact the OneSource Project Team at onesource@uga.edu.

CPR/AED TRAINING

Beginning with Training & Development's winter schedule, the Office of Emergency Preparedness will offer a CPR/AED certification course open to all staff members.

The first course will be announced in early January through ArchNews as part of Training & Development's winter course schedule. Registration will be first come, first served.



ONESOURCE READINESS KIT

The OneSource Readiness Kit is designed to be a resource for the UGA community as a whole. This will be especially important for key business, HR and IT contacts, as well as individual project coordinators in the individual units/colleges/schools. This kit will include informational items, a timeline of activities, checklists, resource pages, talking points, and communication templates. The Readiness Kit may be found at <https://onesource.uga.edu/>

OPEN ENROLLMENT RECAP

Open enrollment for benefits beginning January 2018 wrapped up on November 10, 2017 with 5,977 employees logging into OneUSG Connect – Benefits to view or change their benefits for next year. The OneUSG Connect – Benefits System provides one stop to view “health and welfare” benefits that you have with the University of Georgia. Each tile on your benefit page will give you links to gain a better understanding of the benefits you have selected.

HOLIDAY TRAVEL TIPS

The upcoming holiday break provides an opportunity for travel. Be prepared for emergencies on the road by having an emergency kit in your vehicle.



Visit <http://www.prepare.uga.edu/travel-safety/> for more great safety tips.

TO-GO PILOT PROGRAM

UGA Dining Services will pilot a to-go meal program during the Spring 2018 semester in anticipation of implementing further customer service enhancements. The pilot program is intended to test the feasibility of using re-usable and sustainable containers that would allow meal plan participants to register to take food to-go from the dining commons during a meal period. If accepted, the program will replace the department’s current sack lunch program which offers a limited menu and restricts to-go meals to customers with verified work/class conflicts. The new program would allow any registered meal plan customer (students and faculty/staff) to use the to-go containers to build their own plates from the dining halls.

200 meal plan customers who volunteered to participate in the pilot will help test feasibility by obtaining a minimum of three meals per week from Oglethorpe Dining Commons. Participants will also provide feedback about the pilot program and be offered the opportunity to help name the To-Go Meal Program.



Hairy Dawg leads the pack in the Jingle Bell Fun Run

JINGLE BELL FUN RUN

The University of Georgia Health Center & Auxiliary Services hosted the third annual Jingle Bell Fun Run at the UGA Golf Course on Wednesday, December 6 with 140 runners and walkers participating in the race. Race participants brought \$5 or an unwrapped, unused toy for Toys for Tots and received an event t-shirt. At the end of the race, participants enjoyed swag bags, food, a nutrition station, tabling with campus organizations and departments, and an appearance by Hairy Dawg.

The Jingle Bell Fun Run was sponsored by UGA Auxiliary Services, the UGA Golf Course, UGA Dining Services, UGA Transportation & Parking Services, the Athens Running Company, Coca-Cola, the UGA Student Veterans Association, and The Fontaine Center.

For a video recap of the Jingle Bell Fun Run, please [click here](#).

Happy Holidays

from

Finance & Administration

iPAWS GO LIVE On Tuesday, November 28th, the University of Georgia went live with the new iPAWS platform. The reason for this upgrade was based on campus feedback. The result of this upgrade will not only align iPAWS with FacultyJobs, but will better prepare the university community for the new HCM PeopleSoft System. Program based integrations within PeopleAdmin will allow us to capture position updates and new employee creations that feed our new finance, budget, and HCM system.

We are excited to announce UGA had more than 100 postings and over 1500 active users in the system at Go Live. Please visit the [HR website](#) for continuous updates. In the beginning of 2018, a number of iPAWS workshops, HR office hours, and additional educational/training resources will be posted.

GOLF COURSE UPGRADE

The University of Georgia Golf Course underwent a construction project in Summer 2017 to transition from a septic tank system to a sewer line on their property. The transition to the sewer line will now allow the golf course to accommodate larger events and support future growth. This construction project began in June 2017 and took five months to complete. With the new sewer line in place, the UGA Golf Course looks forward to customers enjoying an enhanced golfing experience.

ENERGY SAVINGS

Before you leave for the holiday break, please remember the following tips to help UGA save energy and resources:

- Remember to turn off all lights, computers, monitors and space heaters
- Unplug unnecessary equipment
- Check with your FMD liaison about office temperature settings

These simple measures are estimated to save UGA:

- \$70,000 in electric costs (1 million Kilowatt hours)
- \$44,000 in steam production (4 million pounds of steam)
- \$15,000 in natural gas consumption (53,000 therms)

Along with the above measures, UGA saves a total of \$129,000 in utility spending, reduces its carbon footprint, conserves natural resources and makes for a more sustainable campus.

Thank you for your commitment to sustainability!

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