UCPath Projects: July 2024 Release

Topic Based Zoom

June 12, 2024

UC San Diego

UC Path

Today’s Topics

- Gender Identity and Pronouns
- New SOBO Case Submission Form
- Improve Former Employee Portal

Gender Identity and Pronouns

What is the Purpose?

- Implementing Oracle delivered new gender identity pronoun functionality
- To collect the employee's gender identity and pronouns
- To be more inclusive and provide employees the opportunity to state the correct pronouns to use when referring to them

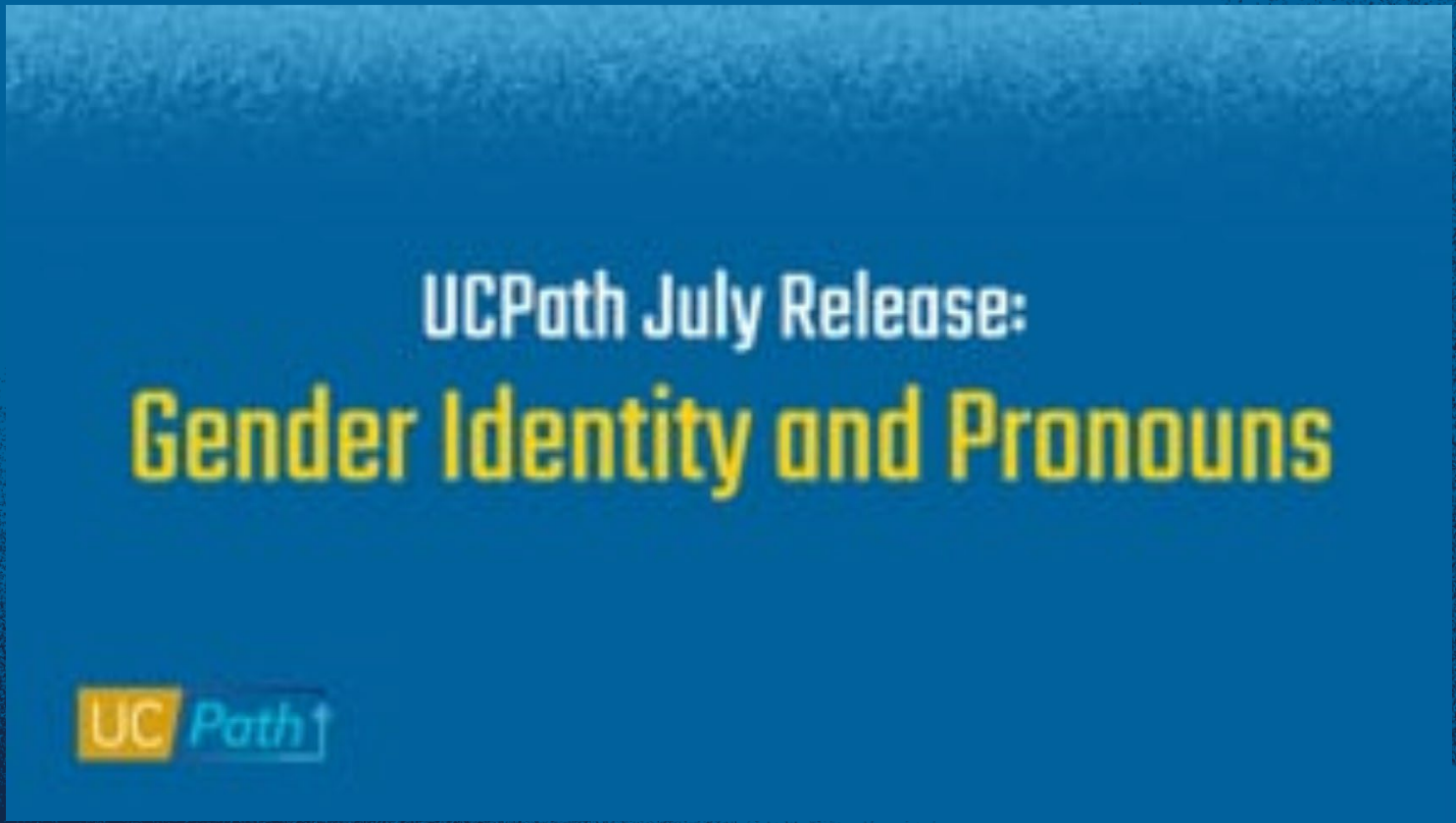
Who will this Impact?

- All UCPath users, except Contingent Workers

What to Expect

- Gender identity and sexual orientation values will be updated to be more inclusive and comply with the Gender Recognition and Lived Name Policy
- Pronouns will be visible on Employee, Manager, and Transactor pages
- Gender Identity and Sexual Orientation information is confidential
- Pronouns are not confidential

GIP Video



Resources

- **Project Space: Gender Identity and Pronouns**
  - Gender Identity and Pronouns Overview Video
  - Frequently Asked Questions for Academic & Staff Employees: Self-Identification Surveys
  - Gender Identity and Pronouns Project PowerPoints and Recordings
  - Special Characters Allowed in UCPath

New SOBO Case Submission Form

What is the Purpose?

- Simplified case submission experience for SOBO (Submit On Behalf Of) case submitters

Who will this Impact?

- Transactors with SOBO access

What to Expect

- SOBO case submitters will now be able to type in a description and the system will automatically assign a topic, category and subcategory

***SOBO case submitters have the ability to submit cases on behalf of employees**

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ASK UCPATH ENHANCEMENTS

CURRENT STATE

SUBMIT AN INQUIRY

- Users have to select a topic and category
- User also provides a subject and description
- System allows only one attachment at the time of case submission

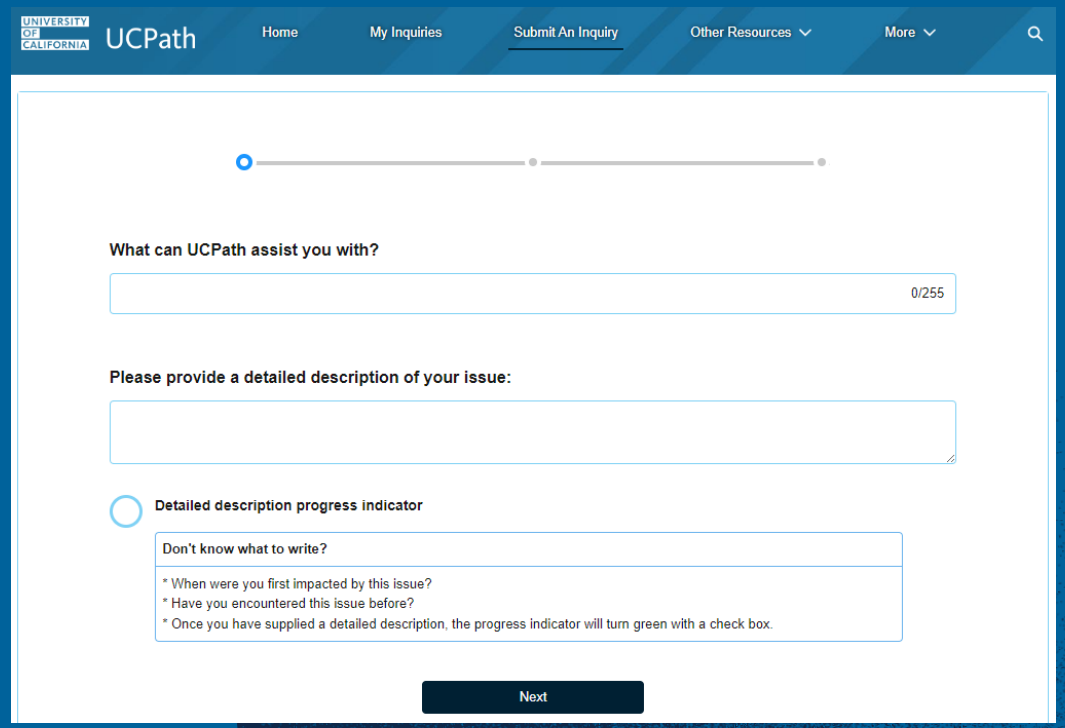
VS

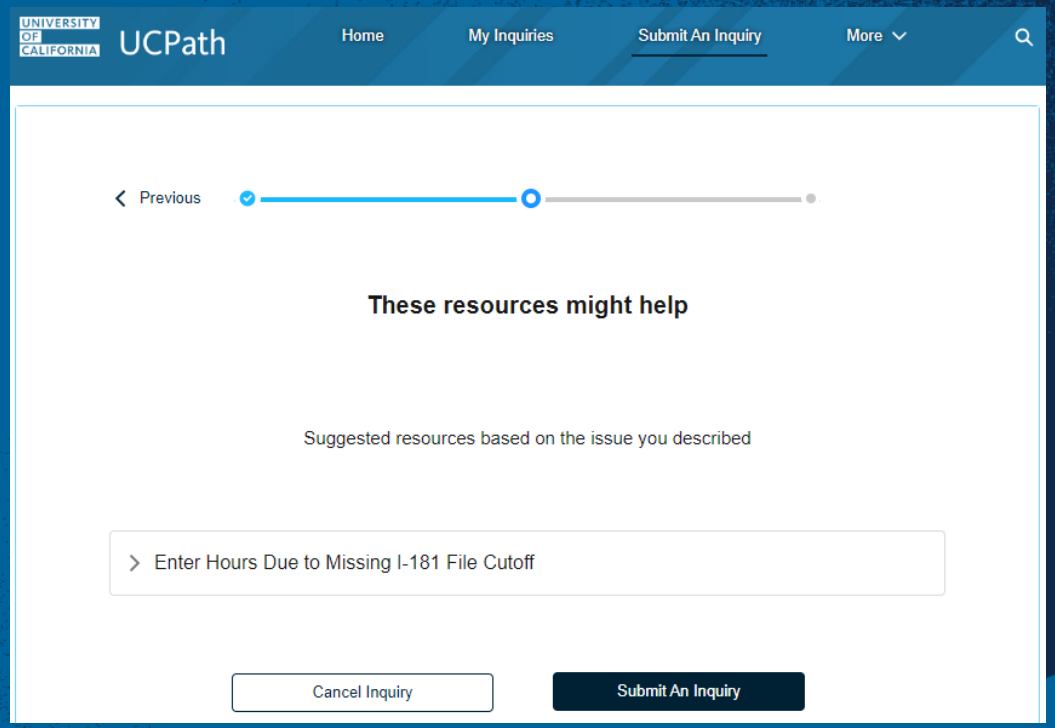
FUTURE STATE

SUBMIT AN INQUIRY

- Simplified experience for employees users
- Employee provides a brief overview of their issue
- System automatically determines the topic, category and subcategory
- Submitter case assist is scheduled for July 2024

New SOBO Case Submission Form





Resources

- Project Space: Enhance Ask UCPath Initiative

Improve Former Employee Portal

What is the Purpose?

- To strengthen the authentication for Former Employees accessing PeopleSoft based HR system utilizing Multifactor Authentication

Who will this Impact?

- Former Employees

What to Expect

- New Multifactor Authentication for setting up and logging in to the Former Employee Portal
- New Fluid view landing page
- Access to former employee portal is only available for 3 years after termination

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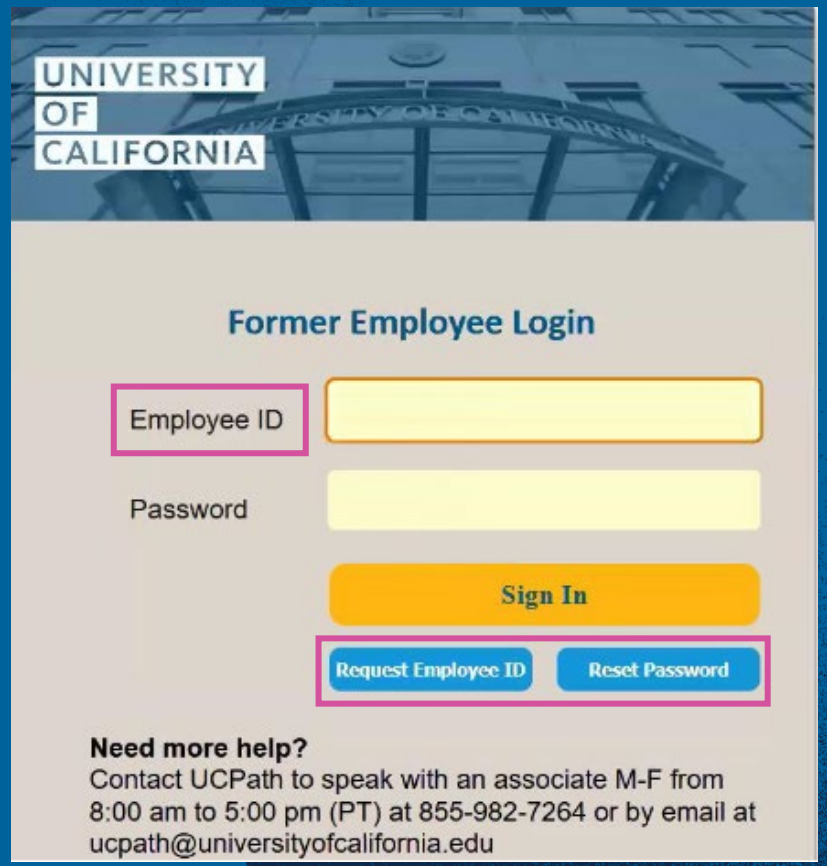
FORMER EMPLOYEE PORTAL

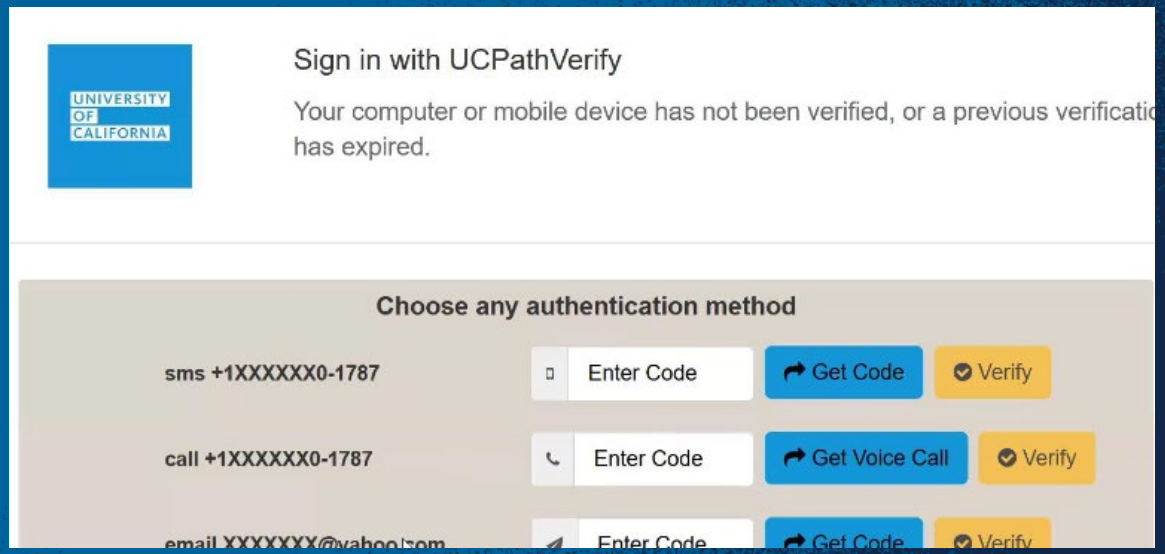
The updated University of California, Former Employee Portal makes information easy to access

Current State	vs	Future State
Login		
Former employees login using personal email address and the last four digits of their Social Security Number (SSN)		Former employees login using Employee ID (EMPLID) and a system generated password emailed to them
Security		
Security questions must be answered before a former employee can access income/tax information		Multi-factor authentication is completed via a one time passcode that can be sent via text, email or phone call

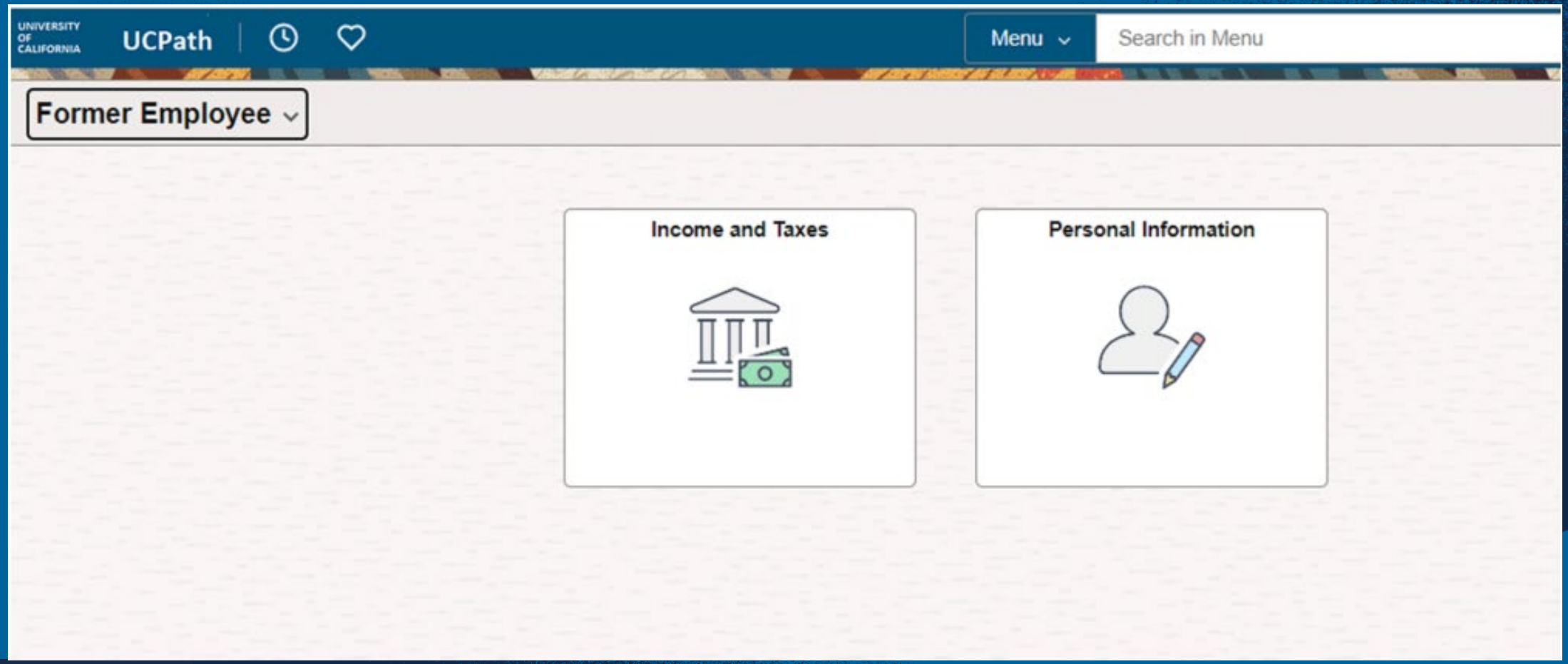
Current State	vs	Future State
Income & Taxes		
Former employees can access paychecks and tax forms but also have access to restricted pages that error out when selected		Former employees will have access only to relevant pay and tax pages
Personal Info		
Former employees can edit/access pages that are no longer relevant, including changes to DOB, SSN and Legal Name		Former employees will have read only access to name, DOB and SSN. They will be able to update contact information
User Interface		
Existing former employee portal displays access to information that is not relevant to a former employee		New simplified design adds extra security and provides access to relevant pages in an easy to use display

New way of logging in

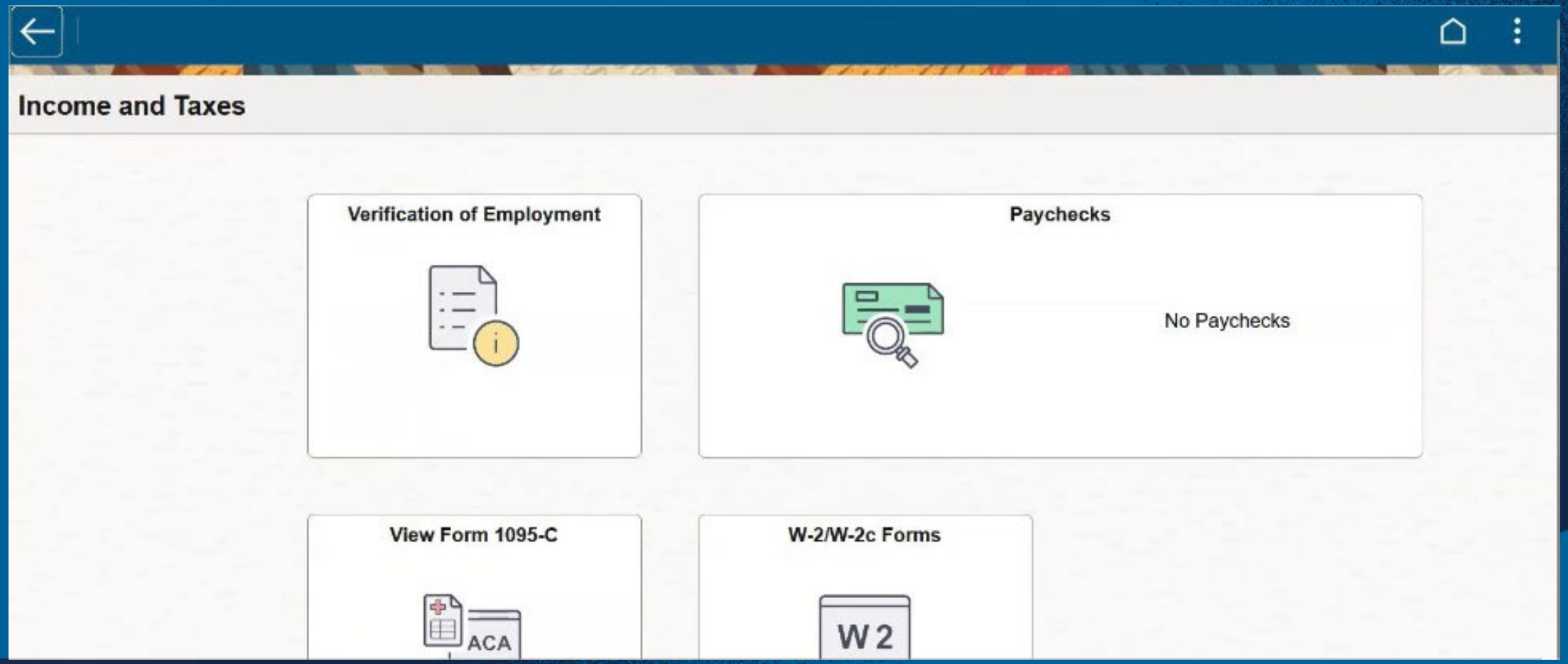




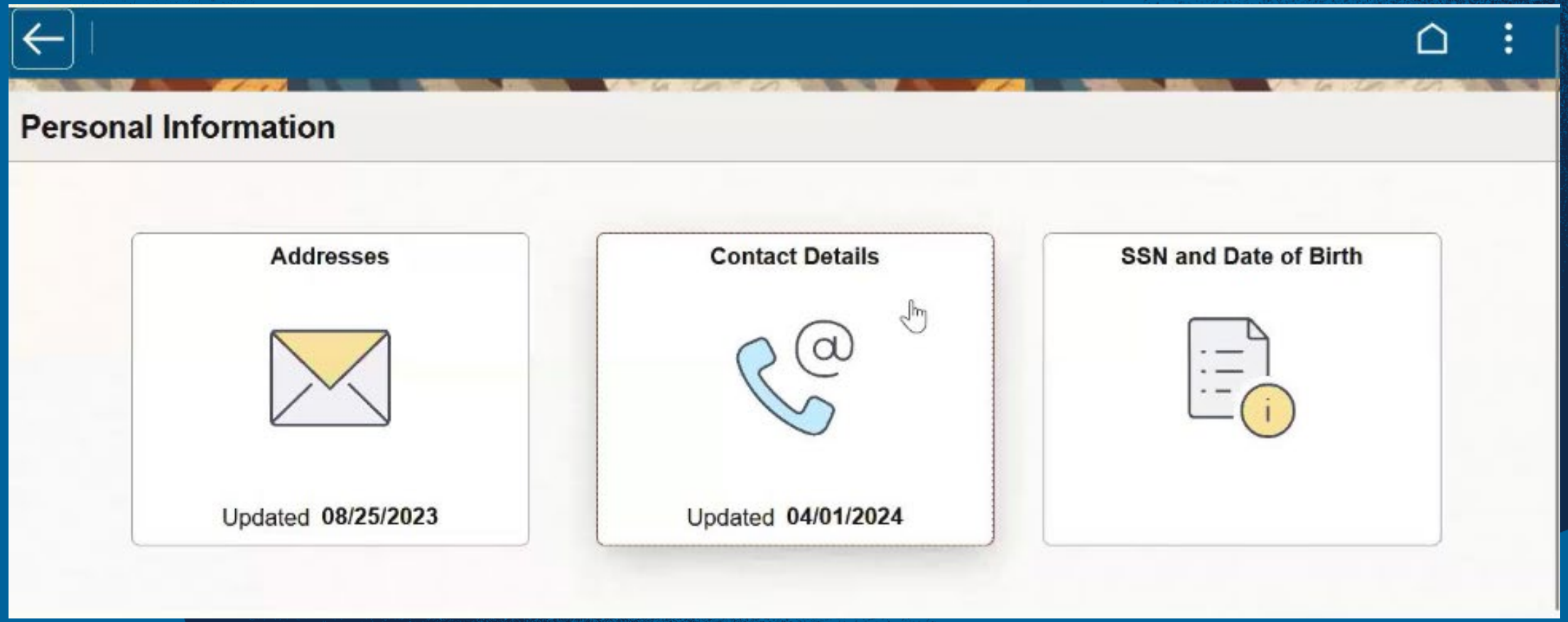
New Former Employee Portal Landing Page



Income and Taxes Tile



Personal Information Tile



Notification

- UCPath Center will email former employees about the change
- UCPath Center will send a separate email will login credentials

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Important Update: Changes to University of California Former Employee Portal Access

Dear LVD-Estefania LVD-Brown,

The way you access the University of California former employee portal is changing. The update will impact how you access the portal, requiring a shift in login information and the introduction of multi-factor authentication for added security. To facilitate this transition, we have generated a new Former Employee account for you.

How to login:

- Visit Former Employee Portal.
- Log in using your Employee ID : [redacted] and password: [redacted]

Resources

- UCPath online for former employees | UCnet (universityofcalifornia.edu)
- **Coming soon!** New Former Employee Portal Job Aid on **UCnet**

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Q
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Notes