

HR/GL ^[1]



Where Human Resources and Finance meet

Standing for Human Resources General Ledger, HR/GL professionals manage payroll funding transactions including employee earnings, taxes and deductions and ensure accurate posting of payroll data from the HCM system to the general ledger in the Finance System.

Bookmark and use this page to stay on top of each month's top transactions, available how-to guides and key dates throughout the Fiscal Year.

Resources

Best practices: Setting up positions for new employees and transfers

Review now ^[2]

Best Practices: Managing employee contracts with irregular start or end dates

Get prepared ^[3]

Best Practices: Posting final pay for terminating and retiring employees

Refresh your memory ^[4]

Step-by-Step Guides

Step-by-Step Guides

- [Company Property-Managing Employee Assets](#) ^[5]
- [Creating a Position with Funding](#) ^[6]
- [Cross-Campus Funding](#) ^[7]
- [Funding Entry](#) ^[8]
- [Managing Funding Suspense](#) ^[9]
- [Payroll Expense Transfers - PETs \(Regular Users\)](#) ^[10]
- [Sponsored Project Award Overpayments](#) ^[11]

Training Videos

Training Videos

Configuration Resources

Configuration Resources

- Additional Pay: Deduction/Tax Special Processing ^[13]
- Deduction/Tax Override based on Earnings Speedtype ^[14]
- Earning Account Mapping ^[15]
- Deduction Account Mapping ^[16]
- Tax Account Mapping ^[17]
- Suspense Speedtype Mapping ^[18]
- Earnings Speedtype Exceptions ^[19]
- Earnings Accounts and Fringe by Job Code ^[20]
- Deduction Speedtype Mapping ^[21] (UCB & UCCS only)
- Tax Speedtype Mapping ^[22] (UCB & UCCS only)
- Fringe Rates ^[23](UCB & UCCS only)

Web Resources

? Web Resources

- Benefits Eligibility Matrix ^[24]
- Finance Chartfields and Attributes ^[25]
- Funding Entry ^[26]
- General Ledger Calendar ^[27]
- Payroll Calendars ^[28]
- Payroll Expense Transfer ^[29]

Blogs

Blogs

June 2025

- Catch these common position errors before they disrupt payroll funding ^[30]
- What you need to know about how faculty contracts align with the fiscal year and the general ledger ^[31]
- Roll-forward of Department Budget Table completed June 27 ^[32]

May 2025

- Prepare for June 27 budget table roll-forward into FY26 ^[33]

April 2025

- Plan ahead for funding updates that extend to the next fiscal year ^[34]

- [Check off crucial payroll tasks for the end of the 2025 fiscal year](#) [35]

March 2025

- [The PET pages offer robust tools to adjust funding after payroll processes](#) [36]

February 2025

- [Handle payroll funding errors and overpayments with these PET best practices](#) [37]

January 2025

- [Ensure a happy payday with these payroll funding best practices](#) [38]

December 2024

- [Cross-campus funding know-how for cross-campus collaboration](#) [39]

November 2024

- [Use these HR/GL strategies to manage calendar year-end funding for grants](#) [40]
- [More than wages: Imputed income is an important tax consideration at year-end](#) [41]

October 2024

- [Verify payroll funding ahead of year-end with these HR/GL payroll reporting tools](#) [42]

September 2024

- [How payroll encumbrances impact the general ledger](#) [43]
- [Understand how account codes impact payroll funding and the general ledger](#) [44]

August 2024

- [Understand how job changes impact benefits and HCM encumbrances](#) [45]
- [What you need to know about how faculty contracts align with the fiscal year and the general ledger](#) [46]

July 2024

- [Best practices: Setting up positions for new employees and transfers](#) [47]
- [Best practices: Tackle changing contracts in the same pay period](#) [48]
- [Best practices: Posting final pay for terminating and retiring employees](#) [49]

June 2024

- [Catch these common position errors before they disrupt payroll funding](#) [49]
- [Roll-forward of Department Budget Table completed June 27](#) [50]

May 2024

- [Check off crucial payroll tasks for the end of the 2024 fiscal year](#) [51]
- [Prepare for June 27 budget table rollover into FY 25](#) [52]

April 2024

- [Plan ahead for funding updates that extend to the next fiscal year](#) [53]
- [Get a head start on contracts that terminate early in May](#) [54]

March 2024

- [Review paychecks after they process and know how to correct any errors](#) [55]
- [The PET pages offer a robust tools to adjust funding after payroll processes](#) [56]

February 2024

- [Ensure a happy payday with these payroll funding best practices](#) [57]

January 2024

- [Cross-campus funding know-how for cross-campus collaboration](#) [58]

December 2023

- [More than wages: Imputed income is an important tax consideration at year-end](#) [59]

November 2023

- [Use these HR/GL strategies to manage calendar year-end funding for grants](#) [60]

October 2023

- [FAMLI premium to be added to encumbrances following October payroll](#) [61]
- [Ensure COWINS stewards are compensated properly](#) [62]
- [Verify payroll funding ahead of year-end with these HR/GL payroll reporting tools](#) [42]
- [Don't overlook important tasks and deadlines for year-end 2023](#) [63]
- [HCM enhancements coming Nov. 13](#) [64]

September 2023

- [HCM website's transaction section simplified](#) [65]
- [Understand how account codes impact payroll funding and the general ledger](#) [66]
- [How payroll encumbrances impact the general ledger](#) [67]

August 2023

- [Review new procedural statements for different types of pay](#) [68]
- [What you need to know about how faculty contracts align with the fiscal year and the general ledger](#) [69]
- [Understand how job changes impact benefits and HCM encumbrances](#) [70]
- [Set your new employees up for success with these tasks](#) [71]

July 2023

- [Prepare for leave certification from Aug. 1 – 31](#) ^[72]
- [Best practices: Ensure reliable payroll for departing employees](#) ^[73]
- [Best practices: Tackle contracts with irregular start or end dates](#) ^[74]
- [Best Practices: Setting up positions for new employees and transfers](#) ^[75]

June 2023

- [Roll-forward of Department Budget Table completed June 29](#) ^[76]
- [Catch these common position errors before they disrupt payroll funding](#) ^[77]

May 2023

- [Check off crucial payroll tasks for the end of the 2023 fiscal year](#) ^[78]
- [Prepare for June 29 budget table rollover into FY 24](#) ^[79]

April 2023

- [Get a head start on contracts that terminate early in May](#) ^[80]
- [Plan ahead for funding updates that extend to the next fiscal year](#) ^[81]

March 2023

- [Handle payroll funding errors and overpayments with these PET best practices](#) ^[37]

February 2023

- [Ensure a happy payday with these payroll funding best practices](#) ^[82]
- [Tools and tips for successful funding distributions](#) ^[83]

January 2023

- [Cross-campus funding know-how](#) ^[58]

December 2022

- [Imputed income is an important tax consideration at year end](#) ^[84]

November 2022

- [Use these HR/GL strategies to manage 2022 calendar year-end funding](#) ^[85]

October 2022

- [Use these HR/GL payroll reporting tools to verify payroll funding](#) ^[86]

Groups audience:

HCM Community

Right Sidebar:

HCM: HRGL Contact

HCM: Submit a Ticket

HCM: Document Library

Source URL:<https://www.cu.edu/hcm-community/hrgl>

Links

[1] <https://www.cu.edu/hcm-community/hrgl> [2] <https://www.cu.edu/blog/hcm-community/best-practices-setting-up-positions-new-employees-and-transfers-2025> [3] <https://www.cu.edu/blog/hcm-community/best-practices-managing-employee-contracts-irregular-start-or-end-dates-2025> [4] <https://www.cu.edu/blog/hcm-community/best-practices-posting-final-pay-terminating-and-retiring-employees> [5] <https://www.cu.edu/docs/company-property-managing-employee-assets> [6] <https://www.cu.edu/docs/sbs-creating-position-funding> [7] <https://www.cu.edu/docs/jaid-cross-campus-funding> [8] <https://www.cu.edu/docs/sbs-funding-entry> [9] <https://www.cu.edu/docs/jaid-managing-funding-suspense> [10] <https://www.cu.edu/docs/sbs-payroll-expense-transfers> [11] <https://www.cu.edu/docs/sponsored-project-award-overpayments> [12] <https://www.cu.edu/hcm-community/hcm-projects/webinars> [13] <https://www.cu.edu/docs/additional-pay-deductiontax-special-processing> [14] <https://www.cu.edu/docs/deductiontax-override> [15] <https://www.cu.edu/docs/earning-account-mapping> [16] <https://www.cu.edu/docs/deduction-account-mapping> [17] <https://www.cu.edu/docs/tax-account-mapping> [18] <https://www.cu.edu/docs/suspense-speedtype-mapping> [19] <https://www.cu.edu/docs/earnings-speedtype-exceptions> [20] <https://www.cu.edu/docs/earnings-accounts-and-fringe-job-code> [21] <https://www.cu.edu/docs/deduction-speedtype-mapping> [22] <https://www.cu.edu/docs/tax-speedtype-mapping> [23] <https://www.cu.edu/docs/fringe-rates> [24] <https://www.cu.edu/docs/benefit-eligibility-matrix> [25] <https://www.cu.edu/controller/accounting-finance/chartfields-attributes> [26] <https://www.cu.edu/hcm-community/enter-funding-changes-department-budget-tables> [27] <https://www.cu.edu/controller/fy-2023-gl-and-core-calendar> [28] <https://www.cu.edu/hcm-community/pay-employees/payroll-production-calendars> [29] <https://www.cu.edu/hcm-community/pay-transactions/create-payroll-expense-transfers> [30] <https://www.cu.edu/blog/hcm-community/catch-these-common-position-errors-they-disrupt-payroll-funding-1> [31] <https://www.cu.edu/blog/hcm-community/what-you-need-know-about-how-faculty-contracts-align-fiscal-year-and-general-0> [32] <https://www.cu.edu/blog/hcm-community/roll-forward-department-budget-table-completed-june-27-0> [33] <https://www.cu.edu/blog/hcm-community/prepare-june-27-budget-table-roll-forward-fy26> [34] <https://www.cu.edu/blog/hcm-community/plan-ahead-funding-updates-extend-next-fiscal-year-2025> [35] <https://www.cu.edu/blog/hcm-community/check-crucial-payroll-tasks-end-2025-fiscal-year> [36] <https://www.cu.edu/blog/hcm-community/pet-pages-offer-robust-tools-adjust-funding-after-payroll-processes-2025> [37] <https://www.cu.edu/blog/hcm-community/handle-payroll-funding-errors-and-overpayments-these-pet-best-practices> [38] <https://www.cu.edu/www.cu.edu/blog/hcm-community/ensure-happy-payday-these-payroll-funding-best-practices-2025> [39] <https://www.cu.edu/blog/hcm-community/cross-campus-funding-know-how-cross-campus-collaboration-2025> [40] <https://www.cu.edu/blog/hcm-community/use-these-hrgl-strategies-manage-calendar-year-end-funding-grants-2024> [41] <https://www.cu.edu/blog/hcm-community/more-wages-imputed-income-important-tax-consideration-year-end-2024> [42] <https://www.cu.edu/blog/hcm-community/verify-payroll-funding-ahead-year-end-these-hrgl-payroll-reporting-tools> [43] <https://www.cu.edu/blog/hcm-community/how-payroll-encumbrances-impact-general-ledger-2024> [44] <https://www.cu.edu/blog/hcm-community/understand-how-account-codes-impact-payroll-funding-and-general-ledger-2024> [45] <https://www.cu.edu/blog/hcm-community/understand-how-job-changes-impact-benefits-and-hcm-encumbrances-2024> [46] <https://www.cu.edu/blog/hcm-community/what-you-need-know-about-how-faculty-contracts-align-fiscal-year-and-general-2024> [47] <https://www.cu.edu/blog/hcm-community/best-practices-setting-up-positions-new-employees-and-transfers-2024> [48] <https://www.cu.edu/blog/hcm-community/best-practices-tackle-changing-contracts-same-pay-period> [49] <https://www.cu.edu/blog/hcm-community/catch-these-common-position-errors-they-disrupt-payroll-funding-0> [50] <https://www.cu.edu/blog/hcm-community/roll-forward-department-budget-table-completed-june-27> [51] <https://www.cu.edu/blog/hcm-community/check-crucial-payroll-tasks-end-2024-fiscal-year> [52] <https://www.cu.edu/blog/hcm-community/prepare-june-27-budget-table-rollover-fy-25> [53] <https://www.cu.edu/blog/hcm-community/plan-ahead-funding-updates-extend-next-fiscal-year> [54] <https://www.cu.edu/blog/hcm-community/get-head-start-contracts-terminate-early-may> [55] <https://www.cu.edu/blog/hcm-community/review-paychecks-after-they-process-and-know-how-correct-any-errors> [56] <https://www.cu.edu/blog/hcm-community/pet-pages-offer-robust-tools-adjust-funding-after-payroll-processes> [57] <https://www.cu.edu/blog/hcm-community/ensure-happy-payday-these-payroll-funding-best-practices-2024>

[58] <https://www.cu.edu/blog/hcm-community/cross-campus-funding-know-how-cross-campus-collaboration-0> [59] <https://www.cu.edu/blog/hcm-community/more-wages-imputed-income-important-tax-consideration-year-end> [60] <https://www.cu.edu/blog/hcm-community/use-these-hrgl-strategies-manage-calendar-year-end-funding-grants> [61] <https://www.cu.edu/blog/hcm-community/famli-premium-be-added-encumbrances-following-october-payroll> [62] <https://www.cu.edu/blog/hcm-community/ensure-cowins-stewards-are-compensated-properly> [63] <https://www.cu.edu/blog/hcm-community/dont-overlook-important-tasks-and-deadlines-year-end-2023> [64] <https://www.cu.edu/blog/hcm-community/hcm-enhancements-coming-nov-13> [65] <https://www.cu.edu/blog/hcm-community/hcm-websites-transaction-section-simplified> [66] <https://www.cu.edu/blog/hcm-community/understand-how-account-codes-impact-payroll-funding-and-general-ledger-2023> [67] <https://www.cu.edu/blog/hcm-community/how-payroll-encumbrances-impact-general-ledger-2023> [68] <https://www.cu.edu/blog/hcm-community/review-new-procedural-statements-different-types-pay> [69] <https://www.cu.edu/blog/hcm-community/what-you-need-know-about-how-faculty-contracts-align-fiscal-year-and-general> [70] <https://www.cu.edu/blog/hcm-community/understand-how-job-changes-impact-benefits-and-hcm-encumbrances> [71] <https://www.cu.edu/blog/hcm-community/set-your-new-employees-up-success-these-tasks> [72] <https://www.cu.edu/blog/hcm-community/prepare-leave-certification-aug-1-%E2%80%9331> [73] <https://www.cu.edu/blog/hcm-community/best-practices-ensure-reliable-payroll-departing-employees> [74] <https://www.cu.edu/blog/hcm-community/best-practices-tackle-contracts-irregular-start-or-end-dates> [75] <https://www.cu.edu/blog/hcm-community/best-practices-setting-up-positions-new-employees-and-transfers> [76] <https://www.cu.edu/blog/hcm-community/roll-forward-department-budget-table-completed-june-29> [77] <https://www.cu.edu/blog/hcm-community/catch-these-common-position-errors-they-disrupt-payroll-funding> [78] <https://www.cu.edu/blog/hcm-community/check-crucial-payroll-tasks-end-2023-fiscal-year> [79] <https://www.cu.edu/blog/hcm-community/prepare-june-29-budget-table-rollover-fy-24> [80] <https://www.cu.edu/blog/hcm-community/get-head-start-contracts-terminate-early-may-1> [81] <https://www.cu.edu/blog/hcm-community/plan-ahead-funding-updates-extend-next-fiscal-year-1> [82] <https://www.cu.edu/blog/hcm-community/ensure-happy-payday-these-payroll-funding-best-practices-2023> [83] <https://www.cu.edu/blog/hcm-community/tools-and-tips-successful-funding-distributions> [84] <https://www.cu.edu/blog/hcm-community/imputed-income-important-tax-consideration-year-end-2022> [85] <https://www.cu.edu/blog/hcm-community/use-these-hrgl-strategies-manage-2022-calendar-year-end-funding> [86] <https://www.cu.edu/blog/hcm-community/use-these-hrgl-payroll-reporting-tools-verify-payroll-funding>