

OneRF External Release Overview

Last Updated: **April 8, 2026**

The Research Foundation of the City University of New York (RFCUNY) publishes these release notes to summarize recent updates and enhancements to the OneRF system that support field operations. This document highlights improvements and new features released since December 15, 2025. This document is regularly updated and the most recent version is available at on the OneRF Information Hub: <https://www.rfcuny.org/rfwebsite/resources/one-rf-information-hub/>

Summary of Updates

Functional Area	Date	Type	Update	Impact	Impacted User Groups
Absence	01/11/2026	Update	Updated leave request options to reflect selections available to employees.	Improves clarity when submitting absence requests.	<ul style="list-style-type: none"> All Users
Absence	01/12/2026	New Feature	Expanded absence approval capabilities to additional authorized roles listed at right.	Provides greater flexibility for managing absence requests.	<ul style="list-style-type: none"> Authorized Signatories Grants Officers
Absence	03/31/2026	New Feature	Created Unpaid Protected Time Off plan, allowing employees up to 32 hours per year.	Compliance with recent changes in NYC labor law; new time off option for employees.	<ul style="list-style-type: none"> All Users
Financials	03/06/2026	Update	Updated payroll configurations to improve reporting by Spend Category.	All payroll actuals appear under the same Spend Category in reports.	<ul style="list-style-type: none"> All Users
General	03/20/2026		Added external links to training, payroll calendar, & payroll obligation calculator to the Navigation Bar.	Makes commonly used RFCUNY tools more accessible.	<ul style="list-style-type: none"> All Users
Human Capital Management	12/30/2025	New Feature	Additional authorized users can now initiate HCM transactions such as creating positions, job requisitions, and job updates.	Improves operational efficiency in workforce management.	<ul style="list-style-type: none"> Authorized Signatories Grants Officers Preparers
Human Capital Management	01/09/2026	New Feature	Improved transaction routing for certain centrally initiated HCM actions.	Reduces administrative processing time.	<ul style="list-style-type: none"> All Users

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Human Capital Management	01/21/2026	New Feature	Field users can now submit job changes with past effective dates when appropriate.	Provides greater flexibility when updating employee records.	<ul style="list-style-type: none"> • Authorized Signatories • Grants Officers • Principal Investigators
Human Capital Management	02/02/2026	New Feature	Authorized users can now end a single position assignment for employees holding multiple roles.	Supports greater flexibility for managing employees with multiple appointments.	<ul style="list-style-type: none"> • Authorized Signatories
Human Capital Management	02/25/2026	New Feature	Added a new tab displaying position details for employees with multiple appointments.	Improves visibility of employee assignments.	<ul style="list-style-type: none"> • All Users
Human Capital Management	03/06/2026	New Feature	Updated custom validations to ensure users reliably fill all required information.	Improves accuracy and ensures onboarding data flow through the OneRF system correctly.	<ul style="list-style-type: none"> • Authorized Signatories • Grants Officers • Preparers • Principal Investigators
Human Capital Management	03/24/2026	Update	Removed forms from HCM processes for employees with multiple jobs.	Simplified process for adding a new position for individuals with multiple jobs	<ul style="list-style-type: none"> • All Users
Onboarding	02/24/2026	Update	Required identification and contact information must now be completed during onboarding.	Ensures reliable employee contact information and supports verification requirements.	<ul style="list-style-type: none"> • All Users
Time Tracking	12/29/2025	New Feature	Expanded time entry and approval capabilities to additional authorized roles.	Improves operational flexibility for time management.	<ul style="list-style-type: none"> • Authorized Signatories, • Grants Officers
Time Tracking	01/08/2026	New Feature	Improved visibility of pending absence requests within timesheets.	Helps employees and approvers better manage time entries.	<ul style="list-style-type: none"> • All Users
Time Tracking	01/09/2026	New Feature	Added time tracking validations and enhancements to improve the accuracy of reporting.	Enhances compliance and reporting accuracy.	<ul style="list-style-type: none"> • Authorized Signatories • Employees • Grants Officers • Principal Investigators • Timekeepers

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Time Tracking	01/12/2026	New Feature	Prevented time entry beyond an employee's active assignment dates.	Ensures time reporting aligns with employment status.	<ul style="list-style-type: none"> • Authorized Signatories • Employees • Grants Officers • Principal Investigators • Timekeepers
Time Tracking	02/25/2026	New Feature	Added position identifiers to help employees select the correct role when entering time.	Improves accuracy for employees with multiple positions.	<ul style="list-style-type: none"> • All Users
Recruiting	01/04/2026	New Feature	Authorized users can now create candidate prospects directly within the system.	Provides additional flexibility for recruitment activities.	<ul style="list-style-type: none"> • Authorized Signatories • Grants Officers • Preparers
Reporting	01/20/2026	New Feature	Expanded access to grant financial reporting for authorized users.	Improves financial visibility for project management.	<ul style="list-style-type: none"> • Authorized Signatories
Reporting	02/25/2026	New Feature	Added several new grant reports for authorized users.	Enhances reporting and oversight capabilities.	<ul style="list-style-type: none"> • Authorized Signatories • Grants Officers • Principal Investigators
Reporting	03/06/2026	New Feature	Updated configurations for enhanced display of employee payroll actuals information.	Improves report usability and accuracy.	<ul style="list-style-type: none"> • Authorized Signatories • Grants Officers • Principal Investigators
Reporting	03/06/2026	New Feature	Liquidated legacy payroll obligations to ensure accuracy of grant reports.	Ensures accurate reporting and grant balances.	<ul style="list-style-type: none"> • All Users