

# Commitment Accounting

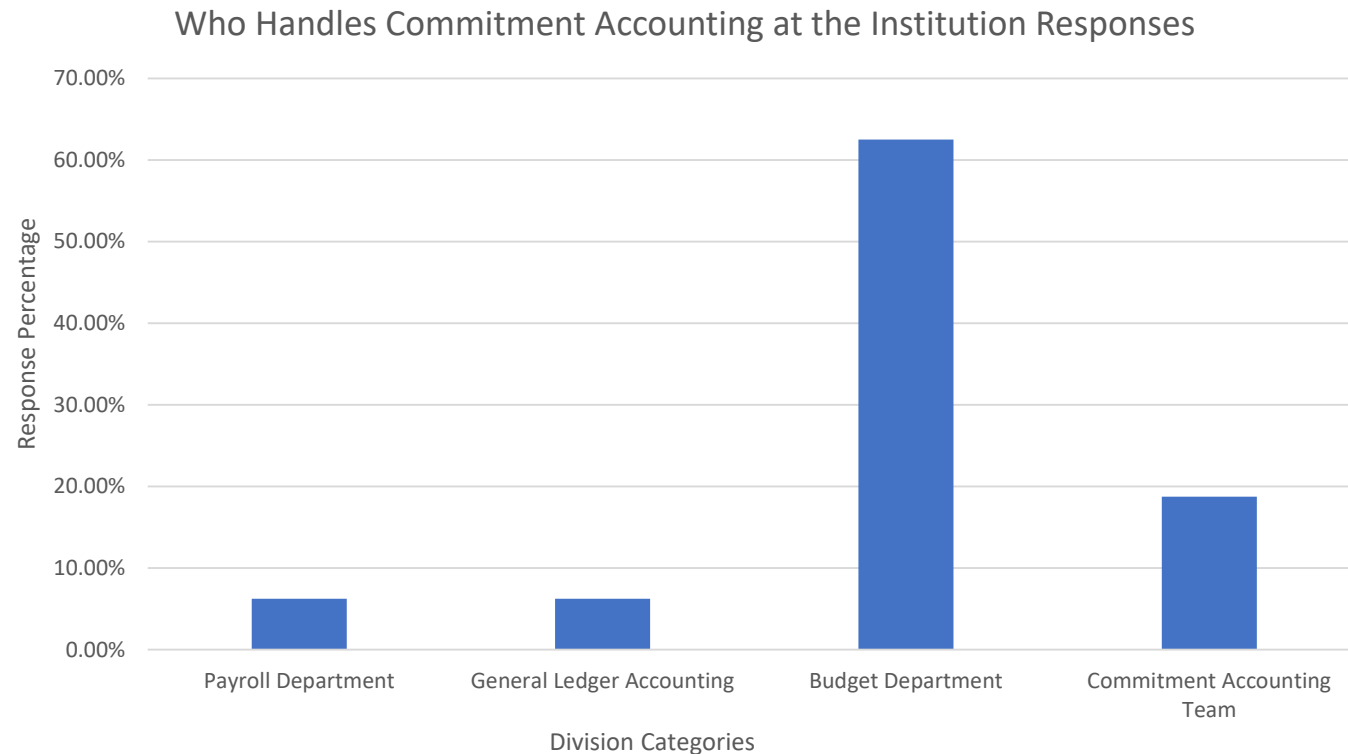
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## Birds of a Feather – Session 1

# Agenda

- Inventory of Cohort 1 to 5 Pain Points
- Roadmap Presentation
  - Issues Addressed through Releases
  - Enhancements
  - Cohort 6 and Beyond
- Retro Processing
- Encumbrance Deployment of Change Only
- Regression Testing Schedule and Expectations
- Impacts on Budget Prep
- Open Discussion

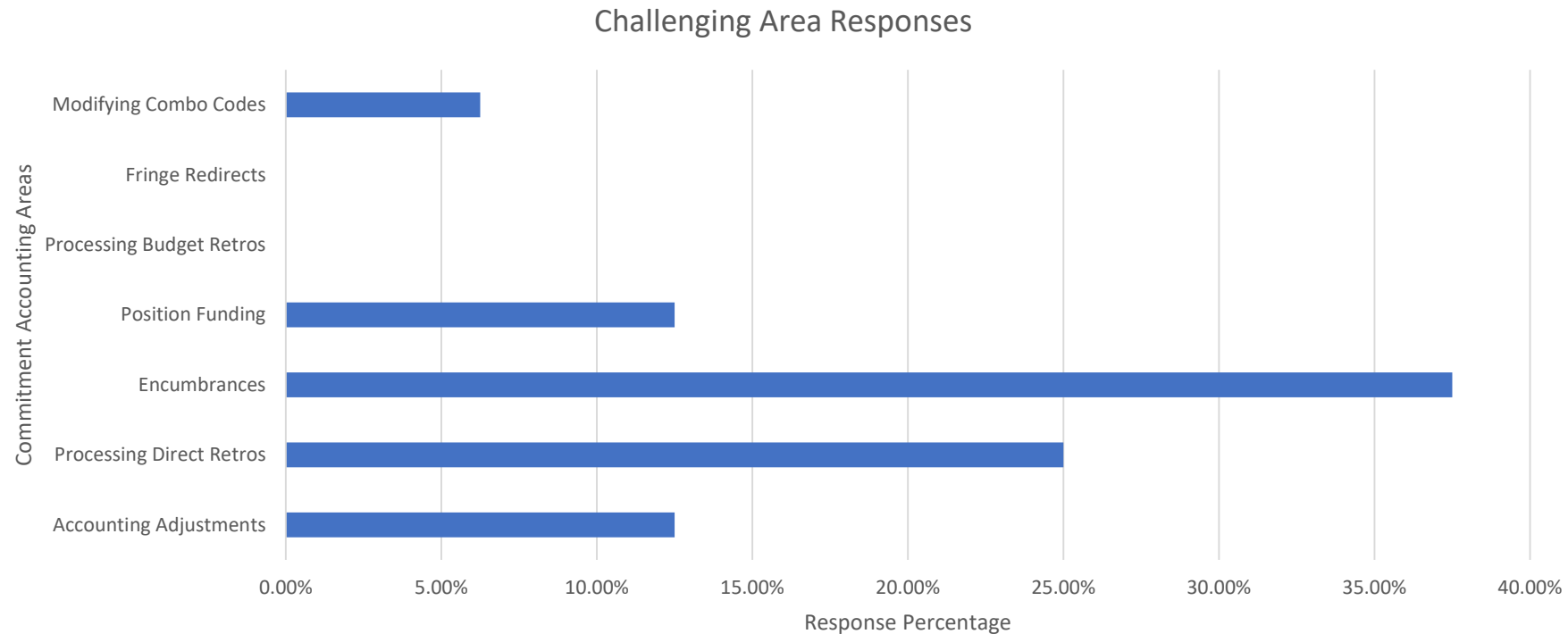
# Who Handles Commitment Accounting at Your Institution? - Responses



# Commitment Accounting Pain Points

Cohorts 1 to 5

# User Responses – Most Challenging Area



# Current Pain Points

- **Encumbrance Calculation** (Cohort 1 to Cohort 5)
  - Account Mapping for Multiple Components of Pay
  - Performance Tuning – Changes Only
  - J Paygroup – 1733.33 Hour Calculation
  - HSA Employer Match Not Encumbered
  - Not Pro-Rating June FICA / Medicare
  - Employees Dropping Coverage Through Open Enroll

# Current Pain Points

- **Direct Retro Processing (Cohort 1 to Cohort 5)**

## ◀ Introduction

In current state, the colleges have two options for processing retro distributions: Direct Retro and Budget Retro. Budget Retro requests are triggered from the Department Budget Table in the same as you would when entering a change funding row. Budget Retros are processed nightly by the Shared Services Commitment Accounting team. Direct Retro processing as delivered has a more complex front-end and many end users find it extremely difficult to use. It is common for organizations to develop solutions that help the front-end feel user friendly with edits/audits to ensure the requestor makes minimal mistakes. The OneUSG group of schools that are live in production have been using both solutions. After months of using this delivered functionality, a Retro Distribution Commitment Accounting workshop convened on 2/25/19 with the objective to:

- Define pain points
- Understand process inefficiencies and
- Define requirements for a simplified Retro Distribution solution

This document summarizes the fit/gap analysis and ultimately provides recommendations regarding the current state of Commitment Accounting Direct Retro operations.

This assessment is focused on the following objectives:

Look at functionality, both delivered and customized, with the intent to:

a) Review options and, at the same time,

b) Identify areas where a simplified and reliable

# Current Pain Points

- HR Accounting Line and PERS\_SERV\_BOR Messaging
- SSC Processing Times
- Invalid Funding lacks Job Earnings Distribution Errors



# Commitment Accounting Roadmap

Cohorts 1 to 5 - Stabilization

# Issues Addressed

- Release 5.12 (*August 23rd*)
  - Archive for PS\_ENCUMB\_MSG and new query BOR\_CA\_ENC\_MSG\_ARC
    - Allows institutions to run query and take processing off SSC
  - Publish Pers Serv BOR (BORPSBPB)
    - Fix for issue impacting Augusta Univ
  - Position Funding Change (BORDBEUPD)
    - Unique constraint error when position has existing rows

# Issues Addressed

- Recent Ad Hoc Releases:
  - Benefits Recon Adjustment *(7/30/19)*
    - Fixed app engine issue where accounting adjustments marked posted
  - GL02 Interface *(8/08/19)*
    - Fixes for UGA, Augusta Univ, and Georgia State issues
    - Fixes for zero dollar rows in PSB
  - Load Valid Combo Code BORBUD003 Updates *(8/27/19)*
    - Fix issues with updating HP\_FUNDSRC\_INFO when future dated chartfield changes for existing codes entered
  - BOR Data Integrity Report *(9/03/19)*
    - Add UGA and AU to report

# Issues Addressed

- Recent Ad Hoc Releases:
  - Predistribution Audit Report (8/30/19)
    - Fix performance issues and fix for the process producing one error at a time
  - New query BOR\_CA\_CURRENT\_SUSPENSE (9/04/19)
    - Returns PSB data for checks with lines in suspense
    - If suspense is corrected, check no longer appears on the query
    - Replaces query BOR\_CA\_DIST\_LINES\_SUSPENSE for suspense cleanup
  - Updated query BOR\_CA\_DIST\_LINES\_SUSPENSE (9/04/19)
    - Added pay end date prompt

# Enhancements

- **Accounting Adjustment Expansion (09/04/19)**
  - Added new fields (populate in PSB)
    - Pay End Date (PAY\_END\_DT) \*Required field
    - Position Number (POSITION\_NBR)
    - Check # (CHECK\_NBR)
    - Pay Group (PAYGROUP)
    - Pay Run ID (PAYRUN\_ID)
  - New BOR\_TRANS\_TYPE = 'AADJ' (previously 'ONL' or 'UPL')
  - Separated Benefits Recon and Accounting Adjustment table structure:
    - Converted existing transactions to new tables BOR\_ACT\_ADJ\_HDR and BOR\_ACT\_ADJ\_DTL
    - Institutional queries need to be updated to the new tables
  - Updated Accounting Adjustment Job Aids (on the OneUSG Documentation page)

# Commitment Accounting Roadmap

Cohort 6 and Beyond

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## Current

- Budget and Direct Retro
- Invalid Account Assignment
- SWB/RWB and Additional Pay
- No Archival



## Future State

- Express Direct Retro (EDR)
- Encumbrances and MCOP
- Summer Pay and Academic Pay
- Archiving PERS\_SERV\_BOR (PSB)

# Retro Processing – Express Direct Retro

- Express Direct Retro (EDR) is replacing Direct Retro and Budget Retro
- EDR Benefits include:
  - Flexibility with Accounting Date
  - Multiple Pay Check / Accounting period changes
  - Ability to redistribute partial amounts
  - Fringe Follows Earnings option
  - Follows workflow approvals
  - Institutions have the option to roll this out to Department Managers
  - Approved transactions processed nightly SSC or batch processing



# Retro Processing – Accounting Adjustments

- Accounting Adjustments will still be available after EDR is live
- Accounting Adjustment benefits include:
  - Extract and Upload for Mass Changes
  - Not attached to pay calendar
  - Can be used for prior year adjustments (Multi-Year Grants)
  - Transactions produced will work with EDR (Added Pay End Date and related fields)
  - Requires one-step approval – only for use within the Commitment Accounting team at an institution
  - Process Accounting Adjustment step can be run by institutions at any time

# Retro Processing

- Change Position Funding will only affect distributions after the approval date
- EDR and Accounting Adjustments will be used to reallocate expenses

# Encumbrance Calc – Two Step Process

- Each encumbrance process involves a zero and calculation
- 2 GL03 process instances for each encumbrance calculation
  - Zero Encumbrance
  - Encumbrance Calculation
- Same Accounting Date
- Same Accounting Template
  - ENC\_PROJ
- Results in 1 JE for the net of the zero and calculation
- Run Date may be different
  - If journal generation occurs between the 2 processes, will result in 2 journal entries.
  - Results in clone environments or data warehouses having zero encumbrances depending upon clone time

# Encumbrances – Changes Only

- Same Zero and Calculation process as current Encumbrance Calc
- Difference is in population processed
  - A process (BORENCTRU) is run to populate a temporary table that will be used for the zero and calculation processes.
  - Process has a prompt for a date. Changes that have occurred after that date are included in the temporary table.
    - Will use date of one day prior to previous encumbrance calculation.
  - Process pulls changes that have occurred to:
    - Job Data
    - Position Data
    - Department Budget Table
- **Institutions will test during Cohort 6 regression testing (Mandatory)**

# Encumbrances – Changes Only

- Proposed Schedule
  - Full Enc Calc:
    - Monthly Enc Calcs for July, August and January
    - 1st Biweekly Enc Calc for March, April, May and June
  - Changes Only Enc Calc:
    - Weekly Encumbrance Calcs for 120 & 180
    - Monthly Enc Calcs for September, October, November, December (not 2019), February
    - 2nd Biweekly Enc Calcs for March through June
    - 3rd Biweekly if applicable for March through June
- Questions, Comments, or Concerns about this schedule?

# Encumbrances and MCOP

- Encumbrances will require DBT rows set up for MCOP Earns Codes
- Working on mapping Earns Codes

# Summer Pay and Academic Pay

- Impacts Encumbrances and Budget Prep
  - Summer Pay and Academic Pay will no longer require SWB rows on Job
  - Will be rolled out to Georgia Tech first (Cohort 6)
  - Dependent on Budget Development Activities
    - Will be rolled out to UGA, GT and GSU first

# Archiving PERS\_SERV\_BOR (PSB)

- Due to the large volume of data published to PERS\_SERV\_BOR within OneUSG and Financials, we need an archiving strategy

OneUSG Connect/HPROD		GaFIRST/FPROD		Augusta/AUFPROD	
EXTRACT(YEARFROMRUN_DT)	COUNT(*)	EXTRACT(YEARFROMRUN_DT)	COUNT(*)	EXTRACT(YEARFROMRUN_DT)	COUNT(*)
				2008	38,395
				2009	1,767,604
		2010	13,143,074	2010	1,842,835
2011	365,293	2011	15,034,635	2011	1,688,518
2012	368,455	2012	15,992,298	2012	2,035,295
2013	381,439	2013	16,395,054	2013	1,832,740
2014	420,838	2014	16,811,319	2014	1,927,445
2015	459,562	2015	17,013,457	2015	2,282,460
2016	379,479	2016	16,703,275	2016	1,864,345
2017	3,187,220	2017	18,902,767	2017	1,922,219
2018	32,401,636	2018	36,915,300	2018	2,982,302
2019	37,958,193	2019	23,556,473	2019	3,165,460
	<u>75,922,115</u>		<u>190,467,652</u>		<u>23,349,618</u>

*PSB row counts as of 8/01/19*



# Archiving Strategy for PERS\_SERV\_BOR (PSB)

Application	Archiving Strategy
OneUSG Connect	Retain current + one previous year
Georgia <i>FIRST</i> Financials	Retain current + one previous year

- Additional Considerations:
  - Approach will allow PSB tables to remain in sync (HCM and PSFIN)
  - Will have query access to history/archive tables
  - Non-Georgia*FIRST* Financials institutions need to adopt their own archiving strategy

# Commitment Accounting Cohort 6 Regression Testing

Schedule and Expectations

# Regression Testing

- Date: Tentatively scheduled November 7<sup>th</sup> and 8<sup>th</sup>
- Location: Athens ITS Classrooms
- Institutions to Participate:
  - ALL OneUSG Connect institutions
- How Cohort 6 regression testing is different:
  - Significant changes for Commitment Accounting that will impact all institutions
    - Direct Retros and Budget Retros are going away
    - Accounting Adjustment functionality has changed
    - New Express Direct Retro will be used by all institutions
    - Encumbrance processing is changing

# Regression Testing

- Testing will cover:
  - Accounting Adjustments
  - Express Direct Retros
  - MSS Change Position Funding
  - Encumbrances - Changes Only
  - MCOP
- If workflow is not set up for Change Position Funding for your institution, workflow will default to option E (Initiator routes direct to Level 5)
- Look for an invite to a Skype meeting to discuss Regression Testing prerequisites

# Impacts on Budget Prep

- For the 2021 Budget Prep Cycle:
  - Support for MCOP and Academic Pay will be added to processes in OneUSG
  - Schools not using GeorgiaFIRST Budget Prep will pilot these changes on the OneUSG side
- For the 2022 Budget Prep Cycle:
  - GeorgiaFIRST Budget Prep in Financials will be updated to fully support MCOP and Academic Pay

# Budget Prep Timeline

Application Release	Description	Production Date
Georgia <i>FIRST</i> Financials	Fixes and enhancements	November 2019
Augusta University Financials	Retrofits and enhancements	January 2020
All OneUSG Institutions	Budget Prep Load	March 2020
	<b>Budget Amendment</b>	<b>May 2020 (tentative)</b>

# Open Discussion

- Examples of requested improvements:
  - Easier way to correct the funding on split funded earnings
  - Ability to correct multiple things on the same check on the same day
  - Encumber MCOPs in correct account codes
  - Simplification of direct retro process

# Questions

