

UCR



UCRFS Users Group Meeting

Thursday, October 26, 2017

10:30 – Noon

Alumni & Visitors Center

BFS – Business & Financial Services

A Division of Business & Administration Services (BAS)



UNIVERSITY OF CALIFORNIA, RIVERSIDE

Agenda

- Composite Employee Benefits – Matt Hull
- UCPath Default Department FAUs – Bobbi McCracken
- Intercampus Order/Charge (IOC)
- Interlocation Transfer of Funds (ITF) – Jerry Monahan
- Using the Appropriate GL Account Numbers for Inventorial Equipment vs. Non-Inventorial Equipment - Jerry Monahan
- CASHNet eMarkets – Asirra Suguitan
- Banner Reports – Asirra Suguitan
- UCRFS Totals and SIS Drilldown– Rhonda High



Composite Employee Benefits

Presented by Matt Hull,
Associate Vice Chancellor of Financial Planning and Analysis
October 2017



Review of CBR

Employer-paid benefits are pooled into one rate (taxes, retirement & health)

Consistent method of charging benefit costs to all activities

Rates based on common Employee Groups throughout UC with some flexibility to establish campus-specific groups

All components of pay (except for certain bonuses, incentives) are charged the same %

No change to employee-paid portion of benefits

While the overall cost of benefits to *UCR* will not change, there will be differential impacts across campus; for some it will be positive, for others it will be negative

Benefits of CBR

- ✓ **Easier to budget employee benefit costs**
- ✓ **Aligning hiring incentives such that employee life situations do not impact employee benefit costs and less variability in actual costs when an employee does have a life change**
- ✓ **Reduction in benefit related expense accounts resulting in less “clutter” in the General Ledger thus eliminating unnecessary work through the simplification of costs transfers and ledger reconciliation**
- ✓ **Increased transparency in the benefit rates (e.g., benefits rates will be available in SuperDOPE)**
- ✓ **Vacation accrual rates will be simplified (3 rates versus multiple rates based on vacation hours earned) and consistently applied (e.g., accrual will continue even if employee at maximum thus eliminating the incentive to under report).**

Background on CBR

UC's Current Payroll System

- **SALARIES**- charged to fund(s) on % of effort
- **BENEFITS**- charged based on detailed rates (hundreds of rates)

UC Path

- **SALARIES**- no change
- **BENEFITS**- charged based on a CBR with a limited # of employee groups (Salary x Rate)

CBR System-wide Principles

- Equity between campuses
- 10 Employee Groups with option to create 4 campus specific groups or combine Employee Groups

Various benefits fields will collapse into a single CBR

Health

Dental

Vision

Worker's Compensation

Disability

OASDI

Medicare

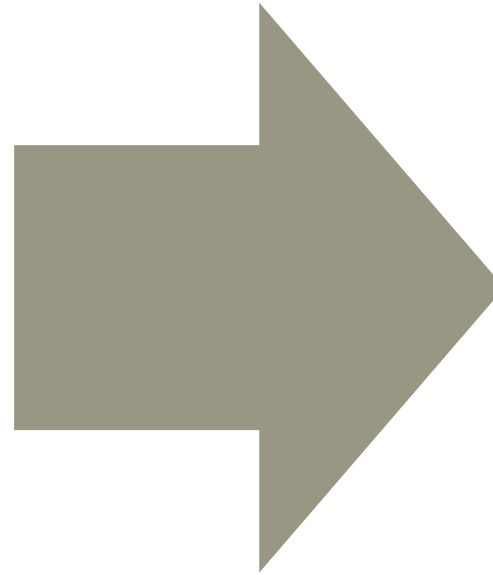
OPEB

Employee Support Program

Life Insurance

Retirement

Unemployment Benefits



CBR

What is not included in CBR?

Accrued vacation leave, Tuition remissions,
Graduate Student Health Insurance (GSHIP), and GAEL.

Most large research universities utilize CBR for charging benefits to funds

✓ **UC Davis**- 10 rates

✓ **UC Berkeley**- 4 rates

✓ **Harvard**- 10 rates

✓ **University of Wisconsin**- 8 rates

✓ **Caltech**- 1 rate

✓ **University of Illinois**- 6 rates

✓ **USC**- 3 rates

✓ **Ohio State University**- 7 rates

✓ **UC Riverside** – 11 rates

UCR CBR Groups and Rates

Employee Class	FY 2018 Rate	FY 2019 Rate
Faculty	37.7%	39.7%
Faculty Summer	10.9%	11.2%
Food-Custodian-Grounds *	70.4%	73.5%
HSCP Faculty	24.7%	25.9%
No Benefit Eligibility	4.2%	4.3%
Other Academic	40.6%	42.6%
Partial Benefit Eligibility	19.1%	19.9%
Post Doc	24.8%	25.7%
Staff Exempt	47.0%	49.3%
Staff Non-Exempt	56.8%	59.4%
Student	1.8%	1.8%

* *Campus Specific Rate*

CBR Key Conversations to Date

- Academic Senate Chair
- Academic Senate Executive Council
- Academic Senate Committee on Planning and Budget
- Vice Chancellor for Research and Economic Development
- Chancellor and Executive Vice Chancellor and Provost
- CFAOs

UCR CBR impacts mitigation plans

While the overall cost of benefits to *UCR* will not change, there will be differential impacts across campus; for some it will be positive, for others it will be negative

General/Core Funds

Mitigation: Pull savings centrally & reallocate

Contracts and Grants

Mitigation: Provide cash for impacts greater than \$5k or 5%

Other Fund Groups

Mitigation: All other funding sources will need to adjust budgets to accommodate the impact of moving to CBRs.

What mitigation strategies did UCB and UCD use?

- ✓ **No Mitigation for Impacts on Core Funds**
- ✓ **Contract and Grant Funds**
 - **UC Berkeley – 5% of the Project Budget and impact must be >\$1,000**
 - **UC Davis – 5% of the Project Budget or \$5,000**



BFS – Business & Financial Services
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UC Path Default Department FAUs

Presented by Bobbi McCracken,
Associate Vice Chancellor of Business & Financial Services and
Controller

Default Department FAUs

- Common Fund 69993: UCPATH DEF SUSP EDIT ERROR
- Error Types and Expense Accounts
 - 503910 - ACCTG USE ONLY DEPT DEF FAU
 - The Department Level Funding is the primary FAU used when no funding exists at the position or position pool (i.e. workstudy) levels.
 - 503920 - ACCTG USE ONLY SUSPENSE
 - The Suspense is the secondary FAU used when no funding exists at the department, position or position pool (i.e. workstudy).
 - The Suspense will be applied when a distribution line is associated with an expired Funding End Date and no new effective-dated funding row exists (Note: UCR does not plan to use Funding End Date).
 - 503930 - ACCTG USE ONLY EDIT ERROR
 - The Edit Error FAU will be used when any value associated with an FAU combination is inactive at time of the pay compute.

Default Department FAUs

- Listing sent to each Org CFAO to confirm activity and function to be used for Department Default, Suspense and Edit Errors
 - Listing based on activity and function with highest dollar payroll expense by Department in FY2017
 - Response will be due by 11/1/17
- Responsibility for corrections still under discussion



Intercampus Order and/or Charge (IOC)

- Presented by Jerry Monahan, General Accounting Supervisor

IOC–Intercampus Order and/or Charge

- Recharge or Reimb of Expense between UC campuses or between a UC campus and UCOP
- Recorded to ACTUALS ledger
- Source Code IRC
- Two types: Initiating and Responding
- The campus receiving the credit needs to initiate the IOC
- The IOC must include the FAU the other UC campus wants to charge (Note: Their FAU format may differ from UCRs)
- GA's goal is to process journal entries into UCRFS for IOCs within 5-7 business days of receipt of the IOC
- Send IOC forms for UCR initiated IOCs to ioc@ucr.edu

IOC form

- A new IOC is available on Accounting's website under Forms/General Accounting

Accounting

UCR Home > BAS > BFS > Accounting > Forms

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IOC Form

Review of the IOC form and Examples



Interlocation Transfer of Funds (ITF)

- Presented by Jerry Monahan, General Accounting Supervisor

ITF-Interlocation Transfer of Funds

- A budget transfer between UC campuses or between a campus and UCOP
- Recorded to PERM or TEMP ledgers
- Source Code ITF
- UCR can only initiate ITFs transferring budget from UCR to another UC campus.
- OP's cutoff – six business days before the end of the month. For example, the last day we could process ITFs for Oct 2017 was 10/24. Accounting needs ITF requests at least three business days before this cutoff.
- The other UC campus' FAU does matter – the transfer must be between like Funds
- Processed through UCOP's ITF System, and the BEAs are fed and posted into UCRFS the first business day after the end of the month.
- Send ITF forms for UCR initiated ITFs to itf@ucr.edu

ITF form

- An updated ITF is available on Accounting's website under Forms/General Accounting

Accounting

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ITF Form

Review of the ITF form and Examples



Appropriate GL Account Numbers for Inventorial vs Non-inventorial Equipment

- Presented by Jerry Monahan, General Accounting Supervisor

GL Account Numbers for Inventorial Equipment vs. Non-Inventorial Equipment

UC's Equipment Capitalization Guidelines

- The equipment must be acquired for use by the University, and not for investment or for resale.
- The equipment must have an estimated useful life greater than one year
- The cost of the equipment is \$5,000 or more
- For determining the total cost of the equipment include: cost of the equipment, accessories needed to make the equipment usable, installation, freight, taxes, and insurance to cover the equipment while in transit.
Regarding freight - To include "Freight" as part of the cost of the equipment it must be billed on the same invoice as the equipment. If the freight is billed separately, it should not be included unless it represents a significant cost in the acquisition of the equipment.

GL Account Numbers for Inventorial Equipment vs. Non-Inventorial Equipment

Equipment that meets the capitalization criteria is referred to as Inventorial Equip and the primary account numbers used for recording these expenses are:

803130 – Equip, Compt

803170 – Equip, Non-Cmpt Equip

For a complete list of inventorial equipment account numbers, please refer to the account numbers listed under BC60 in the UCRFS Golden Tree Viewer

GL Account Numbers for Inventorial Equipment vs. Non-Inventorial Equipment

Equipment that does not meet the capitalization criteria is referred to as Non-Inventorial Equipment and the primary account numbers used for recording these expenses are:

720200 – Equip, Non-Inv/Comp \$200-1499

720205 – Equip, Non-Inv/Comp \$1500-4999

770200 – Comp Equip, Non-Inv \$200-1499

770205 – Comp Equip, Non-Inv \$1500-499

For a complete list of Non-inventorial equipment account numbers, please refer to the account numbers listed under BC41 & BC46 in the UCRFS Golden Tree Viewer



CASHNet eMarkets

New Campus Gateway and on-demand web storefronts

- Presented by Asirra Suguitan, Director of Student Business Services

Cashnet eMarkets

What is Cashnet?

- Cashnet replaced Growl for Student Self-Service payments and billing presentment.
- Cashnet will also replace the SecurePay/Cybersource campus gateway for web ecommerce merchants, targeted for conversion by 12/31/2017.
- In addition, Cashnet also offers new options for campus web merchants that allow for rapid deployment and lower development costs.

Cashnet eMarkets

Checkout eMarket

- Gives dept. complete control over the online store experience via a custom-built website
- Primarily targeted for higher volume and/or third-party hosted solutions.
- Moderate-to-high technical skills required; likely to require IT involvement.
- BAMS-issued Merchant ID with varying rates, typically less than 2.75%
- Annual PCI DSS Validation Required

Storefront eMarket

- Complete store on a single site, hosted entirely on CASHNet's servers
- Primarily targeted for rapid deployment and lower-volume sites
- Low technical skills required, with most changes done in a web-based GUI interface
- BAMS-issued Merchant ID with varying rates, typically around 2.75%
- Annual PCI DSS Validation Required



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Questions?

CashandMerchant@ucr.edu



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Banner Reports

- Presented by Asirra Suguitan, Director of Student Business Services

Banner Reports

Report ID	Title	Description	Purpose
BRS-MTD	Banner Billing Receivables Month-to-Date Activity Report	Daily report of all transactions posted to Banner by detail code	Used to reconcile Banner feeds in general ledger
BRS-New-Billed	Banner Billing Receivables new activity	Monthly report of all transactions posted to Banner summed by detailed code and date of feed	Used to reconcile entries posted to Banner against to general ledger
BRS-Outstanding	Banner Billing Receivables - Deposits Outstanding	Monthly report of all charges NOT paid on Banner by detail code and date	Should be reviewed and followed up on for possible charge back
BRS-PAID	Banner Billing Receivables recently Paid	Monthly report of all charges paid that month	Can be used in conjunction with BRS-Outstanding to monitor charges paid
DETAIL_CODE_LIST	Active Detail Code List	Monthly report of all active detail codes in Banner	Provides ability to search by FAU or detail code

Banner Reports

Report ID	Title	Description	Purpose
CMF-RT-xxxx	CMF Rate Report per Org	Provides rate of CMF Fees by college, course (including cross-listed), corresponding Detail Code, and FAU	Used to confirm CMF rates, course assignments and FAUs prior to assessment
CMF-CRS-RCON-xxxx	Course Material Fees - Class Fee Reconciliation	Provides summary by course of CMF Fees and detailed list of students assessed once a quarter after 3 rd week lapse	Used to reconcile CMF revenue and report to Financial Planning & Analysis (FP&A)
TUI-FEE-RT	Fee Assessment Rules Table	Provides complete list of Tuition and Fee (incl. referendum and professional) rates that will be assessed in the subsequent quarter's fee assessment	Used to confirm TUI and FEE assessment rules and FAUs prior to assessment

Banner Reports

- › Review of several sample reports
 - › iReport Folder: *General Operating Reports > SIS Monthly Activity*
 - › **CMF-RT-xxxx**
 - › CMF Rate Report per College (i.e., ARC, BCOE, CHASS, CNAS, SOBA)
 - › **CMF-CRS-RCON-xxxx**
 - › CMF Course Reconciliation Report per College
 - › **BRS-NEW-BILLED**
 - › Daily Report of new charges billed in Banner
 - › **BRS-OUTSTANDING**
 - › Daily report of outstanding (unpaid) charges in Banner

Banner Reports

➤ Navigating iReport (ireport.ucr.edu)

UCRIVERSIDE UNIVERSITY OF CALIFORNIA

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- [SIS Monthly Activity](#)

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SIS Monthly Activity

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Report ID	
☰ ACTIVITY-102050-FUND	Banner Billing Receivables Emerg. Ln Activity/Outstan
☰ BRS-DEP-OUTSTANDING	Banner Billing Receivables - Deposits Outstanding
☰ BRS-ER-LN	Banner Billing Receivables Emerg. Ln. Advances
☰ BRS-MTD	Banner Billing Receivables Month-to-Date Activity Rep
☰ BRS-NEW-BILLED	Banner Billing Receivables new activity
☰ BRS-NEW-BILLED-ME	Banner Billing Receivables new activity
☰ BRS-OUTSTANDING	Banner Billing Receivables Outstanding
☰ BRS-OUTSTANDING-ME	Banner Billing Receivables Outstanding
☰ BRS-PAID	Banner Billing Receivables recently Paid
☰ BRS038	SIS PLUS Outstanding Charges
☰ BRS039	SIS PLUS Paid Charges
☰ BRS043	SIS PLUS Current Activity
☰ BRS043D	Short Term Loan Activity

Banner Reports

CMF-RT-xxxx: CMF Rate Report per Org (CNAS as example)

	A	B	C	D	E	F	G	H	I	J
1	CMF-RT-CNAS -					As of :Oct 15, 2017 10:00:21 AM				
2	COLLEGE DESC: Natural and Agricultural Sci									
3	DEPARTMENT DESC: Biochemistry									
4	ACADEMIC PERIOD	COURSE REFERENCE NUMBER	SUBJECT	SUBJECT_DESC	COURSE_NUMBER	SCHEDULE	FEE AMOUNT	FEE TYPE	DETAIL CODE	ACCOUNT_B
5	201810	42637	BCH	Biochemistry	015	LEC	80.00	FLAT	MBC1	R20010-A01080-20023-20---
6	201810	42638	BCH	Biochemistry	015	DIS	80.00	FLAT	MBC1	R20010-A01080-20023-20---
7	201810	42639	BCH	Biochemistry	015	DIS	80.00	FLAT	MBC1	R20010-A01080-20023-20---
8	201810	42640	BCH	Biochemistry	015	DIS	80.00	FLAT	MBC1	R20010-A01080-20023-20---
9	201810	42641	BCH	Biochemistry	015	DIS	80.00	FLAT	MBC1	R20010-A01080-20023-20---
10	201810	42733	BCH	Biochemistry	015	LEC	80.00	FLAT	MBC1	R20010-A01080-20023-20---
11	201810	42734	BCH	Biochemistry	015	LEC	80.00	FLAT	MBC1	R20010-A01080-20023-20---
12	201810	42735	BCH	Biochemistry	015	LEC	80.00	FLAT	MBC1	R20010-A01080-20023-20---
13	201810	42736	BCH	Biochemistry	015	LAB	80.00	FLAT	MBC1	R20010-A01080-20023-20---
14	201810	42737	BCH	Biochemistry	015	LAB	80.00	FLAT	MBC1	R20010-A01080-20023-20---
15	201810	42738	BCH	Biochemistry	015	LAB	80.00	FLAT	MBC1	R20010-A01080-20023-20---
16	201810	42739	BCH	Biochemistry	015	LAB	80.00	FLAT	MBC1	R20010-A01080-20023-20---
17	201810	30602	BCH	Biochemistry	162	LEC	150.00	FLAT	MBC1	R20010-A01080-20023-20---
18	DEPARTMENT DESC: Biology									
19	ACADEMIC PERIOD	COURSE REFERENCE NUMBER	SUBJECT	SUBJECT_DESC	COURSE_NUMBER	SCHEDULE	FEE AMOUNT	FEE TYPE	DETAIL CODE	ACCOUNT_B
20	201810	43220	BIOL	Biology	002	LEC	50.00	FLAT	MBH1	R20010-A01081-20023-20---
21	201810	43494	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
22	201810	43495	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
23	201810	43496	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
24	201810	43497	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
25	201810	43498	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
26	201810	43499	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
27	201810	43500	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
28	201810	43501	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
29	201810	43540	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
30	201810	43541	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
31	201810	43542	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
32	201810	43543	BIOL	Biology	002	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
33	201810	41818	BIOL	Biology	003	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
34	201810	41819	BIOL	Biology	003	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---
35	201810	41820	BIOL	Biology	003	LAB	50.00	FLAT	MBH1	R20010-A01081-20023-20---

Banner Reports

CMF-CRS-RCON-xxxx: CMF Course Reconciliation Report per Org (CNAS as example)

CMF-CRS-RCON-CNAS - Course Material Fees - Class Fee Reconciliation - CNAS - Summer 2017						As of :Oct 17, 2017 9:59:11 AM				
DEPT	TERM	SCHEDULE	COURSE NUMBER	FEE AMT	COUNT	AMT CHARGED	AMT PAID	FAU		
BIOL	201730	LAB	002		50	70	3,500.00	3,500.00	R20010-A01081-20023-20---	
BIOL	201730	LAB	003		50	55	2,750.00	2,700.00	R20010-A01081-20023-20---	
BIOL	201730	LAB	005B		50	65	3,250.00	3,100.00	R20010-A01081-20023-20---	
BIOL	201730	LAB	005C		50	57	2,850.00	2,850.00	R20010-A01081-20023-20---	
BIOL	201730	LAB	05LA		50	49	2,450.00	2,400.00	R20010-A01081-20023-20---	
CBNS	201730	LEC	106		9	40	360.00	360.00	R20010-A01093-20023-20---	
CBNS	201730	LEC	120L		40	20	800.00	800.00	R20010-A01093-20023-20---	
CBNS	201730	LEC	124		9	27	243.00	243.00	R20010-A01093-20023-20---	
CHEM	201730	LAB	005		46	29	1,334.00	1,334.00	R20010-A01096-20023-20---	
CHEM	201730	LAB	01LA		46	175	8,050.00	7,958.00	R20010-A01096-20023-20---	
CHEM	201730	LAB	01LB		46	143	6,578.00	6,532.00	R20010-A01096-20023-20---	
CHEM	201730	LAB	01LC		46	160	7,360.00	7,268.00	R20010-A01096-20023-20---	
CHEM	201730	LAB	12A		46	181	8,326.00	8,326.00	R20010-A01096-20023-20---	
CHEM	201730	LAB	12B		46	179	8,234.00	8,234.00	R20010-A01096-20023-20---	
CHEM	201730	LAB	12C		46	247	11,362.00	11,224.00	R20010-A01096-20023-20---	
ENTM	201730	LEC	010		5	17	85.00	85.00	R20010-A01084-20023-20---	
GEO	201730	FLD	102B		2,288	7	16,016.00	16,016.00	R20010-A01099-20023-20---	
MATH	201730	LEC	004		2	24	72.00	60.00	R20010-A01100-20023-20---	

CMF-CRS-RCON-CNAS - Course Material Fees - Class Fee Reconciliation - CNAS - Summer 2017				Course Detail As of :Oct 17, 2017 9:59:11 AM	
COURSE NUMBER: 002					
COURSE NUMBER	CRN	ID	NAME		
002	70158		Trig (Sec 1)		
			Math Methods		
			Geometry (Sec 1)		
			Math Methods		
			Calculus I		
			Calculus II		
			Calculus III		
			Calculus IV		

Banner Reports

BRS-NEW-BILLED: Daily Report of new charges billed in Banner

	A	B
1	<u>BRS-NEW-BILLED</u> - For Sep 1, 2017 - Sep 30, 2017	RUNDATE: Oct 1, 2017 8:09:37 AM
2		
3		
4	Please Choose a Category	
5		
6	CATEGORY	CATEGORY_DESC
7	CSH	Cash, Check, Credit Card
8	FEE	Registration Fees
9	INS	Installment Charges/Payments
10	TRN	Transcript Charges
11		

	A	B	C	D	E	F	G	
1	<u>BRS-NEW-BILLED</u> - For Sep 1, 2017 - Sep 30, 2017					RUNDATE: Oct 1, 2017 8:09:37 AM		
2	CATEGORY: TRN	- Transcript Charges						
3	DETAIL CODE: FR01 - TRANSCRIPT FEE		FAU: R66100-A01407-66100-20-ARTRE-ARTRA-					
4	NAME	ID	DETC	DETC DESCRIPTION	ENT DATE	TRANSACTION_NUMBER	AMOUNT	
5			FR01	TRANSCRIPT FEE	9/1/17	1	\$10.00	
6			FR01	TRANSCRIPT FEE		3	\$20.00	
7			FR01	TRANSCRIPT FEE		5	\$10.00	
8	Sep 1, 2017 - Total							\$40.00
9	Sep 1, 2017 - Count							3
10	FR01 - Total							\$40.00
11	FR01 - Count							3
12	Overall - Total							(\$10649.00)
13	Overall - Count							22
14	Oct 1, 2017				5			8:09:37 AM

Banner Reports

BRS-OUTSTANDING: Daily report of outstanding (unpaid) charges in Banner

	A	B
1	BRS-OUTSTANDING - as of Sep 30, 2017	RUNDATE: Oct 1, 2017 8:18:51 AM
2		
3		
4	Please Click Category Code :	
5		
6	CATEGORY	CATEGORY DESCRIPTION
7	1AA	D01000 GRADUATE SCHOOL OF ED
8	1AC	D01007 CE-CERT
9	1AD	D01012 CNTR FOR BIBLIO. STUD
10	1AE	D01020 COMP LIT & FOREIGN LA
11	1AF	D01023 HISPANIC STUDIES
12	1AI	D01047 BOTANY AND PLANT SCIE
13	1AK	D01052 PLANT PATHOLOGY & MIC
14	1AL	D01054 CHEMISTRY

	A	B	C	D	E	F	G	H	I	J
1	BRS-OUTSTANDING - as of Sep 30, 2017									RUNDATE: Oct 1, 2017 8:18:51 AM
2	CATEGORY: 1AA	D01000 GRADUATE SCHOOL OF ED								
3	DETAIL CODE: SC09 - CREDENTIAL PROG APPL FEE	ACCT B	R20080-A01000-20073-20---							
4	NAME	ID	DETC	DETC DESCRIPTION	ACCT B	ENT DTE	TRANSACTION_NUMBER	TRANS AMT	AMT PAID	BALANCE DUE
5			SC09	CREDENTIAL PROG APPL FEE	R20080-A01000-20073-20---	1/10/17	1	\$40.00	\$0.00	\$40.00
6			SC09	CREDENTIAL PROG APPL FEE	R20080-A01000-20073-20---	4/8/16	1	\$40.00	\$0.00	\$40.00

Banner Reports

- **FY2018 Reconciliation Updates (YTD)**
 - September Month-End iReports were out of sync with Banner GL feed
 - Month-end iReports contained transactions from 9/1/2017-9/30/2017
 - Banner GL Feed and related UCRFS Totals SIS Query Details contained transactions through 9/29/2017 only.
 - 9/30/2017 Banner transactions were fed in the 10/2/2017 GL feed and will be an outstanding reconciling item for September, but will correct itself in October.
 - **BRS-NEW-BILLED**
 - Several months' worth of reports had an error (not all data was reported), and corrected reports were recently posted to iReport.

Banner Reports

- › Additional Resources
 - › For questions and support, SBS can be contacted via sbsadmin@ucr.edu.
 - › Previous User Group presentation materials at <http://accounting.ucr.edu/ugmtgs.html>



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UCRFS Totals and SIS Drilldown

- Presented by Rhonda High, Assistant Director of Student Business Services

UCRFS Totals and SIS Drilldown

- UCRFS Totals supports drilldown into details for SIS journals.
 - This is a quick way to access the details from the normal “Query” tab in totals, that doesn’t require use of the “SIS Query” tab.
 - In addition to selecting preferred “Standard Fields” output, also make sure to include the following fields:
 - “Source” under **Journal Info**
 - “Journal ID” under **Transactional Info**
 - “Pan Journal Line” under **Transactional Info**.

Journal Info	Account
<input type="checkbox"/> Journal Date	<u>Organization</u>
<input type="checkbox"/> Posted Date	Division
<input checked="" type="checkbox"/> Source	Department
<input type="checkbox"/> Trans Ref. Number	<u>Activity</u>
<input type="checkbox"/> Transactor ID	Fund Group
<input type="checkbox"/> Description	Fund
<input type="checkbox"/> Ledger	<u>P&L Category</u>
	Function
	<u>Cost Center</u>
	Project
Transactional Info	
Note: These fields are not available in Summary Query mode	
<input checked="" type="checkbox"/> Journal ID	
<input checked="" type="checkbox"/> PAN Journal Line	
<input type="checkbox"/> Voucher ID	

UCRFS Totals and SIS Drilldown

After query is run, hover your mouse cursor over the "Line #" field to view the SIS Details.

totals.ucr.edu/totals/login4.html?ticket=ST-57527-dCwfDvhqV3WZ67MPFr4I-auth-prd-1#

UCRFStotals

Manage | Open Save Run Export Reports Preferences Settings Reset Query Status Help / Support

Query Standard Fields Fund/Award Order SIS Query Adhoc-6

Unsaved Query (7 rows in 00:00:00)

Sort Sorting order: Clear Sort Pivot Tooltips

Ctrl Description	Line Ref	Line Description	Journal ID	Transactor	Source	Line #	Ref Number	Description	Amount																																																																																										
	1725010219	BANNER DAILY FE...	FDR0076009	BATCH	SIS	219	09062017	*** BANNER DAILY...	(\$65.00)																																																																																										
	1725810190	BANNER DAILY FE...	FDR0076062	BATCH	SIS	190	09142017	*** BANNER DAILY...	(\$65.00)																																																																																										
	1726510249	BANNER DAILY FE...	FDR0076115	BATCH	SIS	249	09212017	*** BANNER DAILY...	(\$65.00)																																																																																										
	1727010249	BANNER DAILY FE...	FDR0076146	BATCH	SIS	249	09262017	*** BANNER DAILY...	(\$325.00)																																																																																										
	1727110263	BANNER DAILY FE...	FDR0076154	BATCH	SIS	263	09272017	*** BANNER DAILY...	(\$585.00)																																																																																										
	1727210261	SIS Journal Information																																																																																																	
	1727310240	View in Grid <table border="1"> <thead> <tr> <th>Student ID</th> <th>Name</th> <th>Term Year</th> <th>Trans Date</th> <th>Reference</th> <th>Seq</th> <th>Subcode</th> <th>Descr</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>0000000</td> <td>Whitaker, Robert</td> <td>201740</td> <td></td> <td>No reference found</td> <td>50</td> <td>FC10</td> <td>ADVANCE TO CANDIDACY SVC. FEE</td> <td>-65</td> </tr> <tr> <td>0000000</td> <td>Whitaker, Robert</td> <td>201740</td> <td></td> <td>No reference found</td> <td>50</td> <td>FC10</td> <td>ADVANCE TO CANDIDACY SVC. FEE</td> <td>-65</td> </tr> <tr> <td>0000000</td> <td>Whitaker, Robert</td> <td>201740</td> <td></td> <td>No reference found</td> <td>59</td> <td>FC10</td> <td>ADVANCE TO CANDIDACY SVC. FEE</td> <td>-65</td> </tr> <tr> <td>0000000</td> <td>Whitaker, Robert</td> <td>201740</td> <td></td> <td>No reference found</td> <td>55</td> <td>FC10</td> <td>ADVANCE TO CANDIDACY SVC. FEE</td> <td>-65</td> </tr> <tr> <td>0000000</td> <td>Whitaker, Robert</td> <td>201740</td> <td></td> <td>No reference found</td> <td>43</td> <td>FC10</td> <td>ADVANCE TO CANDIDACY SVC. FEE</td> <td>-65</td> </tr> <tr> <td>0000000</td> <td>Whitaker, Robert</td> <td>201740</td> <td></td> <td>No reference found</td> <td>73</td> <td>FC10</td> <td>ADVANCE TO CANDIDACY SVC. FEE</td> <td>-65</td> </tr> <tr> <td>0000000</td> <td>Whitaker, Robert</td> <td>201740</td> <td></td> <td>No reference found</td> <td>47</td> <td>FC10</td> <td>ADVANCE TO CANDIDACY SVC. FEE</td> <td>-65</td> </tr> <tr> <td>0000000</td> <td>Whitaker, Robert</td> <td>201740</td> <td></td> <td>No reference found</td> <td>44</td> <td>FC10</td> <td>ADVANCE TO CANDIDACY SVC. FEE</td> <td>-65</td> </tr> <tr> <td>0000000</td> <td>Whitaker, Robert</td> <td>201740</td> <td></td> <td>No reference found</td> <td>47</td> <td>FC10</td> <td>ADVANCE TO CANDIDACY SVC. FEE</td> <td>-65</td> </tr> </tbody> </table>								Student ID	Name	Term Year	Trans Date	Reference	Seq	Subcode	Descr	Amount	0000000	Whitaker, Robert	201740		No reference found	50	FC10	ADVANCE TO CANDIDACY SVC. FEE	-65	0000000	Whitaker, Robert	201740		No reference found	50	FC10	ADVANCE TO CANDIDACY SVC. FEE	-65	0000000	Whitaker, Robert	201740		No reference found	59	FC10	ADVANCE TO CANDIDACY SVC. FEE	-65	0000000	Whitaker, Robert	201740		No reference found	55	FC10	ADVANCE TO CANDIDACY SVC. FEE	-65	0000000	Whitaker, Robert	201740		No reference found	43	FC10	ADVANCE TO CANDIDACY SVC. FEE	-65	0000000	Whitaker, Robert	201740		No reference found	73	FC10	ADVANCE TO CANDIDACY SVC. FEE	-65	0000000	Whitaker, Robert	201740		No reference found	47	FC10	ADVANCE TO CANDIDACY SVC. FEE	-65	0000000	Whitaker, Robert	201740		No reference found	44	FC10	ADVANCE TO CANDIDACY SVC. FEE	-65	0000000	Whitaker, Robert	201740		No reference found	47	FC10	ADVANCE TO CANDIDACY SVC. FEE	-65
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Selections

UCRFS Totals and SIS Drilldown

On the “SIS Journal Information” pop-up, click on “View in Grid” for it to open in its own query tab, where users can export it, if desired.

SIS Journal Information

[View in Grid](#)

Student ID	Name	Term Year	Trans Date	Reference	Seq	Subcode	Descr	Amount
00000000	00000000	201740		No reference found	50	FC10	ADVANCE TO CANDIDACY SVC. FEE	-65

UCRFStotals

Manage | Open | Save | Run | Export | Reports | Preferences | Settings | Reset | Query Status | Help / Support

Query | Standard Fields | Fund/Award | Order | SIS Query | Adhoc-6 | **SIS Journal Info**

SIS Journal Info for: Journal ID = FDR0076146 and Journal Line # = 249

Student ID	Name	Term Year	Trans Date	Reference	Seq	Subcode	Description	Amount
00000000	00000000	201740		No referen...	47	FC10	ADVANCE TO CANDIDACY SVC. FEE	(\$65.00)
00000000	00000000	201740		No referen...	87	FC10	ADVANCE TO CANDIDACY SVC. FEE	(\$65.00)
00000000	00000000	201740		No referen...	70	FC10	ADVANCE TO CANDIDACY SVC. FEE	(\$65.00)
00000000	00000000	201740		No referen...	55	FC10	ADVANCE TO CANDIDACY SVC. FEE	(\$65.00)
00000000	00000000	201740		No referen...	54	FC10	ADVANCE TO CANDIDACY SVC. FEE	(\$65.00)



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Questions



Thank you for attending today's UCRFS Users Group Meeting

- We welcome your feedback and would appreciate your taking this short survey by clicking on this link which will remain open through November 15th:
- <https://forms.office.com/Pages/ResponsePage.aspx?id=xCpim6aGnUGbnr-zPOXAVEtsbWuOrYNAo7gHdjTh-yZUM0U0RIpYRIFLSIM5TTFPUVFHMjNZMDVFQj4u>