Banner/EAS Chart of Accounts (CoA) Clean-Up and Synchronization Project

Phase 2 Redesign Overview
Manual Updates – Stakeholder Meetings

Nov/Dec 2015
CoA Project Overview for Stakeholders

Presentation Agenda

- Project Overview and Background
- Business Needs and Objectives
- Solution Overview
- Next Steps
- Q&A
Banner/EAS Chart of Accounts (CoA) Clean-Up and Synchronization Project

- Recommendation from the Compensation Process Improvement Committee (CPIC).
- Banner and EAS CoAs lack accuracy and/or organization.
- Projects facilitated on proper creation/maintenance/synchronization of the CoA for Banner and EAS:
  - Financial Management Tool (FMT)
  - Human Concepts Organization Chart
  - Banner Position Control
  - Various other reporting and process recommendations
- Project given priority status from Executive Sponsors as “foundational”.

Organizations:
- 3,000 in EAS
- 22,000 in Banner!
CoA Project Overview for Stakeholders

Business Needs and Objectives

**Reporting**
- More flexible reporting.
- Greater consistency, reliability, and understandability of data and processes.
- Better analytics.

**End User Experience**
- Flexibility for organization changes.
- CoA hierarchy resembling functional organization structure.
- User friendly design/easier to understand.
- Ability for users to self-serve.
- More streamlined organization structure.
- Better visibility between Banner and EAS with the ability to share knowledge.
- Quicker access to data (shorter turnaround time on requests).

**Process-Oriented Support**
- Improved, simpler mapping and reconciliation between the systems.
- Clear responsibilities and ownership of data/maintenance/processes.
- Improved efficiencies in data set up and maintenance.
- Better understanding of processes and education of stakeholders.

**Security**
- Easy to administer security, including add/update/delete and reporting/viewing.
- Consistent, appropriate granularity.
- Appropriate access for users to underlying data in each ERP.
Project consists of three phases:

<table>
<thead>
<tr>
<th>Phase</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phase 1</td>
<td>CoA Clean-Up (CoA Structure As-Is)</td>
</tr>
<tr>
<td>Phase 2</td>
<td><strong>Banner CoA Field Use Redesign</strong></td>
</tr>
<tr>
<td>Phase 3</td>
<td>Automated Synchronization of CoA between EAS and Banner</td>
</tr>
</tbody>
</table>

Phase 2 (PAD):

- **Inventory**: Aug 2015
- **Analysis**: Oct 2015
- **Gate Review**: Dec 2015
Phase 2-Specific Requirements:

– Transact and report on the following FOAPAL elements in Banner *with meaning*:
  • Funding Source
  • Organization
  • Program

– Continue to allow for interfacing between EAS and Banner.

– Obtain consistency in values with EAS CoA elements to the extent possible.
## Phase 2: Straw Man (C-Funds)

<table>
<thead>
<tr>
<th>Banner Index (a)</th>
<th>Funding Source (b)</th>
<th>Funding Source Type (b)</th>
<th>Fund SDE (c)</th>
<th>Organization (d)</th>
<th>Account (e)</th>
<th>Program (f)</th>
<th>Activity</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>412002</td>
<td>110100</td>
<td>C</td>
<td>C100001</td>
<td>412002</td>
<td>ADM</td>
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<td>412002</td>
<td>ACS</td>
<td>412003</td>
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<td></td>
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</tbody>
</table>

(a) Banner Index is a shortcut in Banner and is used on the EAS Banner mapping table; it is passed for student accounts/AR transactions/table lookups, but not payroll. It may be the same value as Organization except where multiple Programs exist.

(b) Funding Source values are unique to Banner but have meaning (e.g. represent a funding source); the EAS Funding Source value equivalent can be obtained by using the new SDE field in Banner; Funding Source Type will also be populated.

(c) Banner Organization values should be the same as the EAS Organization values with the exception of 200+- Organizations.

(d) Account is populated at the transaction level.

(e) Program codes are equivalent to EAS Function codes.

(f) Activity will be used as a unique identifier within the FOAPAL; it is identical to the Banner Index, but is necessary to populate as only the FOAPAL elements are passed in payroll transactions. Activity will not represent activity or map to the EAS Activity field.

(g) Location is populated in some instances, but will not be reviewed, updated, or used as part of this project.
# Phase 2: Straw Man (Grants and Non-C-Funds)

<table>
<thead>
<tr>
<th>Banner Index (h)</th>
<th>Funding Source (i)</th>
<th>Funding Source Type (i)</th>
<th>Fund SDE (j)</th>
<th>Organization (k)</th>
<th>Account (k)</th>
<th>Program (l)</th>
<th>Activity (m)</th>
<th>Location (n)</th>
</tr>
</thead>
<tbody>
<tr>
<td>156570 (Grant)</td>
<td>156570</td>
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<td>SP1</td>
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<td>156571 (Grant)</td>
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<td>AG00550</td>
<td>151501</td>
<td>SP1</td>
<td>156571</td>
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<tr>
<td>100276 (Non-C-Fund)</td>
<td>100276</td>
<td>R</td>
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<td>100377</td>
<td>ADM</td>
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<tr>
<td>100277 (Non-C-Fund)</td>
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<td>ACS</td>
<td>100277</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(h) Banner Index is a shortcut in Banner and is used on the EAS Banner mapping table. Banner Index values are not the same as any CoA elements in EAS; values are unique to Banner.

(i) For grants, the Funding Source in Banner represents the grant (PTA), not the sponsor. The sponsor (EAS Funding Source) can be obtained by using the new SDE field in Banner. For non-C-Funds, the Funding Source in Banner represents the Funding Source in EAS (Funding Source values are unique to Banner but have meaning (e.g. represent a funding source); the EAS Funding Source value equivalent can be obtained by using the new SDE field in Banner.). Funding Source Type will also be populated.

(j) Banner Organization values are equivalent to EAS Organization values.

(k) Account is populated at the transaction level.

(l) Program codes are equivalent to EAS Function codes. For grants, a PTA can only have 1 Function/Program.

(m) Activity will be used as a unique identifier within the FOAPAL; it is identical to the Banner Index, but is necessary to populate as only the FOAPAL elements are passed in payroll transactions. Activity will not represent activity or map to the EAS Activity field.

(n) Location is populated in some instances, but will not be reviewed, updated, or used as part of this project.
Next Steps

• Planning, Analysis & Design Phase Gate Review (Dec 16)
  – Finalize schedule for Phase 2

• Development Phase (Timing TBD)
  – Draft Deployment Plan
  – *Input from owners of systems requiring manual updates*

• Testing & Readiness Phase (Timing TBD)
  – *Input from owners of systems requiring manual updates*

• Deployment Phase (Timing TBD)
  – Execute Deployment Plan, *including manual updates*
For illustrative purposes only; timeline is not to scale.
The Phase 2 & 3 project schedules will be formally developed as part of PAD for each phase.
Banner/EAS CoA Clean-Up and Synchronization Project

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