Workday Student Financials

Week 1: Current Tuition Reporting versus Workday Student Reporting

August 30, 2018

Week 1 Agenda

- Review Proof of Concept Presentation from Fall 2017
- Discuss where tuition reports are being pulled from
  - Ryan's Report
  - Doug's Report (more configuration needed)
- Initial Proposal: One FAO = One Charge Item
  - Discuss concerns with this approach
- Wrap up and distribute meeting notes

UR Student Finance
Proof of Concept

"All I say is by way of discourse, and nothing by way of advice. I should not speak so boldly if it were my due to be believed."

~Michel de Montaigne~

Agenda

- Old vs. New
  - Batch Journals vs. Operational Journals
  - WD Student Finance Items
- WD Student Attributes
  - Worktags/Related Worktags
  - CRFs
- Demo in Workday
- Tuition and Mandatory Fees Proposals
- Risks
- Revenue Recognition/Allocations

UR Student Guiding Principles

- We will adopt common business practices wherever possible to support a consistent experience. We will differ only where absolutely required

- We will structure data to improve our collective reporting and analytic capabilities

- We will automate activity and processes to enable staff to improve service for all stakeholders

- We value integrated systems and processes over disparate systems and processes

- We will adapt business and academic practices as necessary to implement an effective solution

Old vs. New: SIS and UR Student

TODAY IN SIS

- Table driven database

- Nightly batches to UR Financials
  - 400,000 transactions that became 22,000 journal lines

- Sending
  - Ledger
  - FAO
  - Spend/Revenue Category

IN UR STUDENT

- Object oriented database

- Operational Journals directly into UR Finance
  - 1.5 million in the future

- Sending
  - Spend/Revenue Category
  - Cost Center
  - FAO
  - Fund
  - Ledger Account
  - Company (additional functionality requested of WD student product)

Old vs. New: Tuition

SIS TUITION FEE CODE

- **T210** TUITION <u>A&S UG FT FALL</u>
  22100 RC15450 OP015231

- **T240** TUITION <u>ENG UG FT FALL</u>
  22100 RC15450 OP015232

- **ET60** TUITION <u>ESM UG FT FALL</u>
  22100 RC15450 OP015372

- **T410** TUITION <u>A&S UG FT SPR</u>
  22100 RC15450 OP015242

- **T420** TUITION <u>ENG UG FT SPR</u>
  22100 RC15450 OP015244

- **ET80** TUITION <u>ESM UG FT SPR</u>
  22100 RC15450 OP015330

UR STUDENT CHARGE ITEM

- Undergraduate Full Time Tuition
  - Academic Unit
  - Revenue Category
  - Cost Center
  - Fund
  - FAO

No change. Tuition Revenue Categories will remain the same

Old vs. New: Awards

SIS AWARD FEE CODE

- F02A UR NATIONAL ACHIEV.
  12600   OP011225

- F02B RENAISSANCE SCHOL
  12600   OP011225

- F012 UR ENGINEERING SCHOL
  12600   OP011225

- F013 ROCHESTER NAT'L GRANT
  12600   OP011225

UR STUDENT AWARD ITEM

- Rochester National Grant
  - Academic Unit
  - Fund
  - Cost Center
  - FAO
  - Precedence Group

  No change

Old vs. New: Cash

SIS CASH FEE CODE

- CASH - CASH PAYMENT
  99998   99999998

- CHCK - CHECK PAYMENT
  99998   99999998

UR STUDENT PAYMENT ITEM

- Check
  - Academic Unit
  - Payment Types
  - Precedence Groups

Minor change to include different worktags

Old vs. New: Waiver

SIS WAIVER FEE CODE

- F5D3 WARNER TUITION AWARD
  68000 SC58700 GR528133

- F5D4 NURSING TUITION AWARD
  68000 SC58700 OP220453

- F5D9 ELECTRICAL ENG TUIT WAI
  12600   OP011235

- F5ER COMP SCI TUIT AWARD
  12600   OP011235

- F5ES COMP SCI TUITION WAIVR
  68000 SC58700 GR527669

UR STUDENT WAIVER ITEM

- History Tuition Award
  - Academic Unit
  - Precedence Group 1
  - Spend Category
  - Fund
  - Cost Center
  - FAO

  No change

Old vs. New: Billing

SIS BILLING TABLE

- 20181H1D   T210 2572000
- 20181H1K   T203 2554500
- 20181H1P   T218 1750000
- 20181H10   T210 2554500
- 20181H15   T215 2554500

UR STUDENT LOOK UP TABLE

- UR Tuition Table
  - Lookup Table
  - Conditional Calculations
  - Constant Value Calculations
  - Arithmetic Calculation
  - Comparison Calculation

NOTE1: Workday calculations are much more difficult to maintain than current fee table in SIS. Will require additional resources to maintain, and will need new Charge Items each year

NOTE2: We should be able to associate the existing calculations to the term-specific charge items, but there is still the maintenance of all of those charge items (duplicates for each academic period) to consider.

Old vs. New: Tuition Codes

SIS TUITION CODE

- H10

- H40

- B11.

NOTE1: The Workday attributes as an example, not as all the fields that will be in the transaction. For instance, Cohort (i.e. class year) will be determined based on # of credit hours earned, not year of graduation based on when the student started at U of R. Cohort (i.e. class year) can also be an example of a field in the transaction, if desired.
NOTE2: Graduate tuition will be based on the school where the course is taken if a Master's student; and based on the student's home school if a PhD student.

UR STUDENT MULTIPLE ATTRIBUTES

- Academic Unit
  - School of Arts and Sciences
  - Hajim School of Engineering and Applied Sciences
- Academic Level
  - Undergraduate
- Projected Time Status (TBD)
  - Full-time
  - Part-time
- Academic Period
  - Fall Semester
  - Spring Semester
  - Summer Semester
- Program of Study/Activity (in some cases)
  - Take 5
  - Study Abroad
- Status
  - Active or Inactive

UR Student Student Attributes

- <u>Worktags</u> – A named attribute assigned to events and objects to indicate their business purpose.
    - Revenue Category
    - Spend Category
    - FAO

- <u>Related Worktags</u> - A group of worktags that automatically accompany a driver worktag when a driver worktag is selected during manual journal entry. Sometimes called inherited worktags.
    - Fund
    - Company for FAO
    - Cost Center

- <u>CRFs</u> – Class Report Field
    - Academic Unit
    - Program of Study
    - Class Year
    - Academic Period

Tuition

- Streamline tuition charge items
  1. Tuition charge items will be configured at the University of Rochester level using a New company (CM150 – University or Rochester – Student). This will be on header for all charge items.
  2. The receivable will remain with the academic unit of the student.
  3. The revenue side of the charge will follow the company 021, 022, 030, associated with the FAO.

  NOTE: #1 is required to perform Intercompany transactions and will net to zero for each transaction. Reconciled by Bursar's office

Mandatory Fees

- Mandatory Fees – One charge item using a distinct FAO and company

  - Proposal is roll up these five fees. New Revenue Category RC14570 – Mandatory Fee

    - Student Activity Fee

    - Transportation Fee

    - Housing Social Fee

    - CMC Box Rental Fee

    - Mandatory Health Fee

NOTE1: The 1 Mandatory Fee revenue category will be the charge item at time of posting to student's account. At the end of each month, it will be allocated back to the current 5 Revenue categories for these fees. (which will remain active).
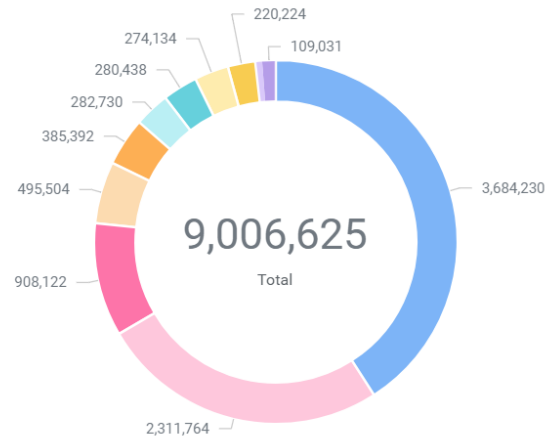NOTE2: New revenue category is only for FT AS&E
Undergraduates
NOTE3: Graduates will remain as is

Reporting

Student Deferred Revenue Summary

9,006,625
Total

- Physics Major — 3,684,230
- English Major — 2,311,764
- History Major — 908,122
- Electrical and Computer Engineering Major — 495,504
- Bachelor of Arts — 385,392
- Chemical Engineering — 282,730
- Biomedical Engineering B.S. Undergraduate Major — 280,438
- English B.A. Undergraduate Major — 274,134
- Business - Major — 220,224
- BS in Math — 109,031
- Other

Legend:
- Physics Major
- History Major
- Bachelor of Arts
- Biomedical Engineering B.S. Undergraduate Major
- Business - Major
- Other
- English Major
- Electrical and Computer Engineering Major
- Chemical Engineering
- English B.A. Undergraduate Major
- BS in Math

Program of Study as Worktag	2015-2016 Annual Year	Spring 2018	Fall 2018	Total
Physics Major	0	1,821,118	1,863,112	3,684,230
English Major	0	1,087,720	1,224,044	2,311,764

- Accounting Date
- Transaction Date
- Amount
- Cost Center
- Company
- FAO
- Ledger
- FAC (spend/revenue category)
- Academic Unit (of the student)
- Program of Study
- Charge Item (name)
- Account Posting Rule
- Student Name
- URID

NOTE1: Beware of revenue recognition regarding summer tuition and budgeting. Need to be certain that expense (salaries) matches revenue.

NOTE2: Requires change management to communicate change

Additional Reporting

Transactional/Accounting Info

- Accounting Date
- Transaction Date
- Transaction Amount
- Cost Center
- Company
- FAO
- Ledger
- FAC (spend/revenue category)
- Charge Item (name)
- Account Posting Rule

Student Information

- Student Name
- URID
- Program of Study
- Academic Unit (of the student)
- Credential
- Academic Period
- Cohort
- Actual Load Status
- Courses Registered for the AP

Collapsing Tuition FAOs

NOTE: Appears that most are okay with this change provided Reporting allows for view by academic period

School	FAO	Revenue Category	Revenue Category Description
Arts & Sciences	OP015241	RC15450	Tuition - Full-time UG
		RC15500	Tuition - Part-time UG
		RC15300	Non-Matic UG
		RC14900	Tuition - Full-time GRAD
		RC14950	Tuition - Part-time GRAD
		RC15250	Non-Matic GRAD
	OP015231	RC15450	Tuition - Full-time UG
		RC15500	Tuition - Part-time UG
		RC15300	Non-Matic UG
		RC14900	Tuition - Full-time GRAD
		RC14950	Tuition - Part-time GRAD
		RC15250	Non-Matic GRAD
	OP015242	RC15450	Tuition - Full-time UG
		RC15500	Tuition - Part-time UG
		RC15300	Non-Matic UG
		RC14900	Tuition - Full-time GRAD
		RC14950	Tuition - Part-time GRAD
		RC15250	Non-Matic GRAD
Arts & Science Special	OP111061	RC15450	Kaufman FT
	OP111008	RC15450	Kaufman PT
	OP011251	RC15500	Washington internship
	OP011253	RC15500	Washington internship
	OP349034	RC15700	Visiting Students
	OP111011	RC14700	Inabsentia
		RC15800	

Collapsing Tuition FAOs

School	FAO	Revenue Category	Revenue Category Description
WARNER	OP015235	RC15350	
		RC15400	
		RC15250	
	OP015235	RC15350	
		RC15400	
		RC15250	
	OP015235	RC15350	
		RC15400	
		RC15250	
Warner Special	OP111018	RC14575	
		RC14700	

System Demo

- **Charge Item**

- **Student Account**

- **Operational Journal Attributes**

- **Reporting and Dashboards**

NOTE1: Need to define what a cohort Is.

NOTE2: Class year is defined based on # of hours earned, not year to graduate

NOTE3: Graduate students are generally not assigned to a cohort (because it takes 5-9 years to graduate)

NOTE4: Question as to when revenue is recognized, is it at a student level?

NOTE5: Financial Aid- requires a separate conversation

NOTE6: Would like to see net tuition by program / student

NOTE7: Would like to see credit hours earned by student.

Risks

- Setting up the system to mimic the current state will lead to a highly complicated setup with a high probability of error in set up and maintenance
    - It could drive a need for increased staffing levels in the Bursar's Office
    - Estimating an additional 3-4 professional FTEs to maintain and support the calculations
    - Even with additional staffing the likelihood for error increases
- Transacting at our current FAO level will result in a high volume of journal lines that may impact system performance
    - Consolidating undergraduate mandatory fees will save 100,000 journal lines a year **Under discussion – need feedback**
- A more complicated set up will dictate the need for more resources during the testing phase of the project (fall 2018 to spring 2019)

Summary of Changes

- All Student charges, payments, etc. will happen on a real-time versus (SIS) batch basis

- Additional worktags will be on all student related transactions (student, academic period, FT/PT, Program of Study, Status)

- Tuition revenue categories will remain as is

- Consolidation of mandatory fee existing revenue categories into one (RC14570 – Mandatory Fee)

- New Student Receivables Billed (11615) ledger account

- Collapsing of tuition FAOs – Under discussion

Action Items

1. ALL: Send types of reports that you would like to see for tuition and aid

2. JIM: Send out material prior to the next meeting