



S · U · B · O · A

STATE UNIVERSITY OF NEW YORK BUSINESS OFFICERS ASSOCIATION

Standing Committee Report

Accounting, Budget and Bursars Committee

November 11, 1998

I. **Scheduled Meetings** The Accounting, Budget and Bursars (A/B/B) Committee's meeting Fall 1998 & Spring 1999 Schedule:

September 24 & 25 - System Administration Building

November 5 & 6 - System Administration Building

January 7 & 8 - System Administration Building

March 4 & 5 - System Administration Building

May 20 & 21 Meetings and Conference - Cornell Campus

II. **1998-99 Leadership**

Joint Committee:

Chair - Peter Shea (Oneonta)

Secretary - Nick Lyons (New Paltz)

Accounting Subcommittee:

Chair - Marie Todd (Oneonta)

Secretary - Jesus Adame (Oswego)

Budget Subcommittee:

Chair - Mark Maciulaitis (Stony Brook)

Secretary - Rebecca Schenk (Buffalo College)

Bursars Subcommittee:

Chair - Kevin Hennessey (Potsdam)

Secretary - revolving

A hearty "welcome back home" to George La Rosa as our new SUBOA liaison! Special thanks to John Homburger for his years of service as SUBOA's liaison to A/B/B.

III. **Status of 1998-99 SUBOA Charges to A/B/B**

A. Administration Systems Projects

- The Chart of Accounts project development continues. Implementation may depend upon fate of larger CUBS project.
- The "Web" financial reporting project continues. Prototypes of management rollup reports were reviewed with final development scheduled for January. Remaining campus

training scheduled for December 2.

B. IFR Buyout & Systems Follow-up

1. A working group headed by Al Attfield (Univ. Buffalo) was to review to following areas:
 - a. FY97/98's revenue "cap" and future of SysAdmin's .86% overhead charge
 - b. Needed policy, procedures and systems changes needed to allow campuses to set local overhead rates & waivers. A flexible 2 tier approach is contemplated: set rates or waivers by (1) revenue class or (2) accounts or subaccounts. A campus option to use a local system will also be explored.
 - c. ***Key Assumption: Revenue will be basis for overheads in FY99/00.***
 - d. ***Issue: 1-time time campus overhead assessment on IFR balances in 7/1/99?***

C. Distance Learning & Technology

1. Bursar Chair Kevin Hennessey (Potsdam) is A/B/B's liaison to Chris Haile's and Pat Wiater's working groups in this area.
2. Key issues that need resolution:
 - a. Tuition rates and fees (minimums or maximums?)
 - b. Revenue sharing between home and broadcasting campuses?
 - c. Credit hour caps?
 - o Complicated by involvement of community colleges & privates
 - o Creative tension between desires for standardization and flexibility
 - o ***SUBOA guidance is requested***

D. University-Wide Recharges

1. A task group has been formed co-chaired by Bill Nichols (Brooklyn) and John Bell (Univ. of Buffalo)
2. Will address the following questions:
 - a. If RAM, why continue university-wide recharges? (Alternatives to current approach)?
 - b. In University-wide recharges continue:
 1. Alternative charging mechanisms?
 2. Other services that need to be recharged?

E. Resource Allocation Model

1. Continue to work with SUNY Office of Resource Planning to increase detailed knowledge of operational and planning implications of the RAM

2. As recommended by the Budget Subcommittee, a RAM Users e-list will be created for technical information sharing and problem solving.

F. Entrepreneurship and Deregulation

1. Nominations from campuses of "better" practices and initiatives were requested.

IV. Critical Concerns

A. ***DOB's 22% allotment of State Purposes allocation is counterproductive:***

1. Some campuses have had to halt OTPS purchasing
2. Forces early transfer of State Purpose expenditures to the income Offset, thus reducing interest earnings which may, in turn, result in later allocation cuts for missing one's revenue target.
 - o ***Recommended SUBOA submit letter to appropriate authorities to eliminate this counterproductive practice. Campuses should receive 100% of their State Purposes allocation.***

B. ***State Purposes/Income Offset Cash Management***

1. Two basic models seem to be emerging:
 - a. Centralized "Corporate" model: System Administration continues to manage.
 - b. Hybrid "Cooperative" Model: Campuses assume responsibility for routine transactions, with SysAdmin helping to address extraordinary cash flow problems
2. Campuses have been urged to begin "practicing" the routine transactions, in consultation with SUNY Controller staff. A team approach involving purchasing, accounts payable, payroll, bursar, budget and accounting staff is recommended. An early Spring workshop will be held to further develop campus expertise.

C.

D. **Other Issues being Monitored**

Bursars:

1. Tax Relief Act of 1997 (TRA97) - Reporting requirements (1098T forms)
2. Acceleration of TAP payments viz cash flow management
3. Year end receivables reporting vs RAM funding & penalties
4. Collection Agency contract extensions being drafted
5. Title IV Reauthorization - Bursars to review refund memo to SUBOA from John Curtis
6. Attorney General - civil recoveries, dialogue with AG continues

7.NY Choice Family Tuition Accounts
Accounting & Budget:

8. Concerns expressed about linkages between PaySR, HRMS and PDME
9. November completion of "Above/Below the Line" Recharge report
10. RAM Mission Review and Performance Indicators
11. A/B/B will initiate discussion with SUNY Provost Office about earlier posting of EOP allocation

Submitted by:
Peter Shea
Oneonta
607-436-3024