



# CFO DIVISION

University of California Office of the President

## Lunch-n-Learn: General Accounting

Presented By:  
Doris Wildeman

February 21, 2012

## Famous Quotes:

“Knowledge is of two kinds:

we know a subject ourselves, or we know where we can find information upon it.”

--Samuel Johnson

“ Important principles may and must be flexible.”

--Abraham Lincoln, April 11, 1865



# Agenda

1. Mission Statement
2. Org Chart /Location
3. UC Experience
4. What We Do
5. Some Examples
6. How Can We Help Each Other



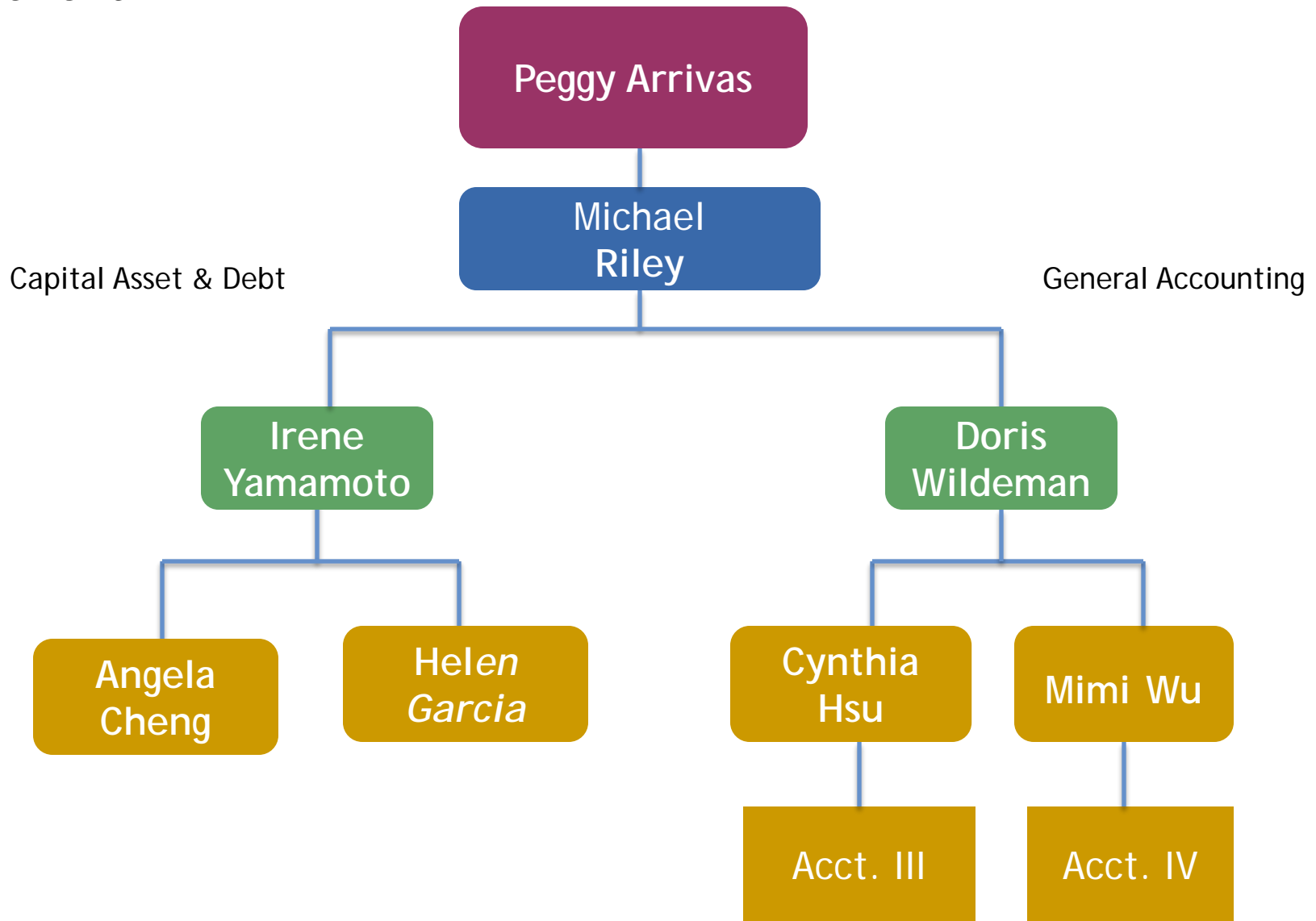
# Mission Statement

The mission of the General Accounting Department is the following:

- Provide service to our customer with guidance, data and analyses
- Manage and protect the UC assets
- Provide reliable and timely financial information to the Stake Holders, including State and the Public
- Ensure compliance with local, state and federal laws, policies, regulations and reporting requirements



# Org Chart



IF THE TOTAL'S  
WRONG, IS THE WHOLE  
THING WRONG?



search ID: mfi0268

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# UC Experience

- Mike: Started at UCDCMC 2010, UCOP 2011
- Doris: Started at UCOP 2000
- Mimi: Started at UCB 2002, UCOP 2009
- Cynthia: Started at UCD 1999, UCOP 2001







## What we do

- Annual Fiscal Year End Closing

### Deliverables:

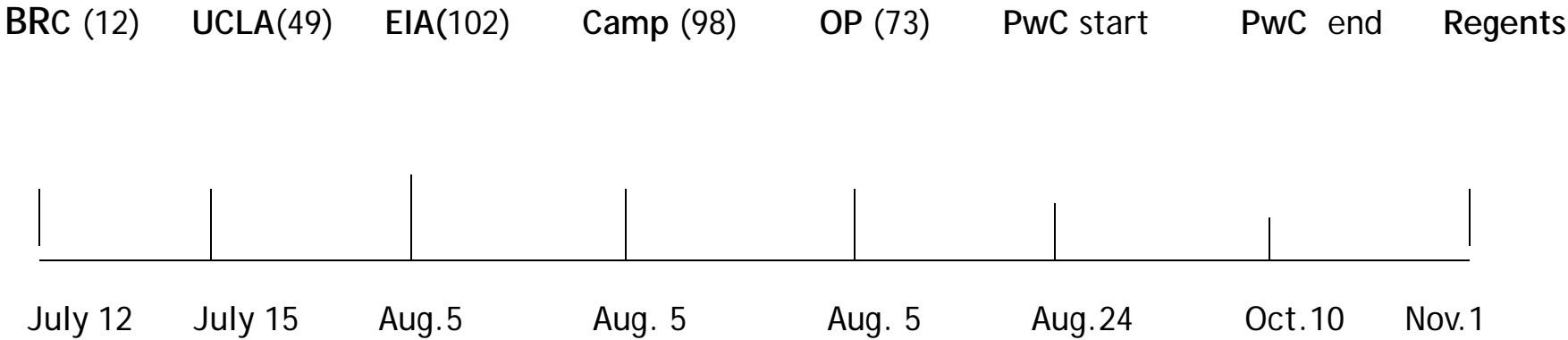
Consolidated Annual Financial Report  
Consolidated Annual Foundation Financial Report  
Provide information to the Regents, for the State's annual fiscal close, 10 campuses and 5 Medical Centers

### How to get there:

- Set up new codes in CFR (AGC,FGC,OC,TC,UAS) and map to IRM's (Issue Resolution Memos)
- Interpret and implement new accounting rules (GASB)
- 3 Month closing process
- Fiscal Year End Closing Schedule design with 187 steps
- Audit and Financial Reporting Timeline, UCLA Timeline, EIA Timeline, BRC Timeline



# Various Timelines



## What we do

- Annual Fiscal Year End Closing continue.....
  - Service PwC on all audit questions for a period of 6 weeks
  - Provide guidance on all closing functions for Systemwide and UCOP departments
  - Validate accurate information into our CFR (Corporate Financial Report)



## What we do

- State Claims, Reconciliations & more.....

### Campus

- Systemwide Payroll Reimbursement
- General Fund State Appropriation Reconciliation
- Special State Appropriation Reconciliation( funds 50-60)
- Short Term Investment (STIP) income distribution to 5 campuses and 5 Medical Centers
- Los Alamos National Laboratory and Lawrence Livermore National Laboratory Joint Venture Reports
- Presidents Dashboard update on Financial Control
- Validate CFS file transmission from all campuses

### OP

- Bank Account Reconciliations
- Balance Sheet Reconciliations
- Average of 250 UCLA financial journal and EIA journal on-line upload to the G/L



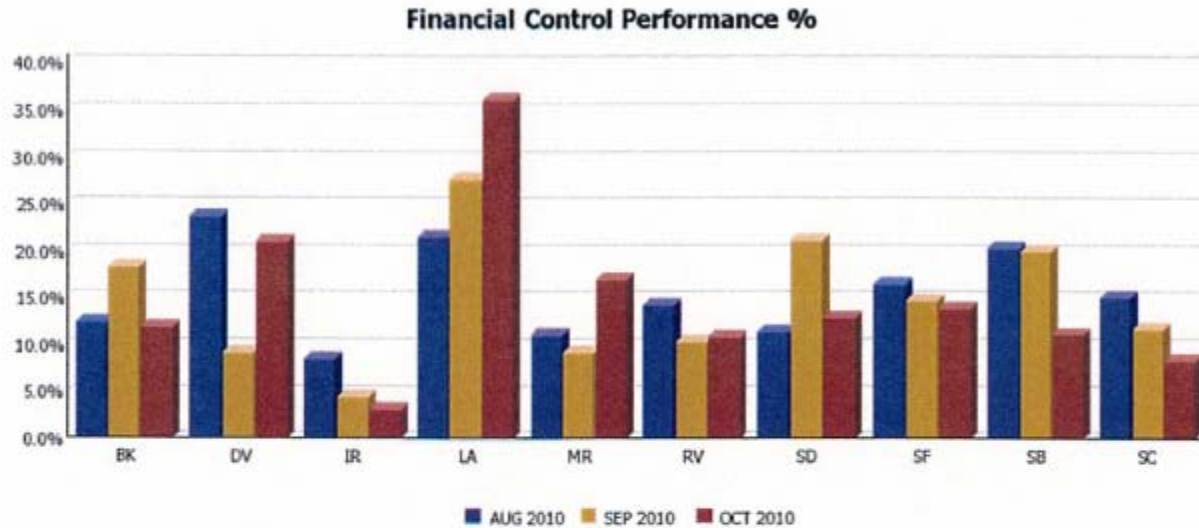
## What we do

- and more.....
  - Analyze campus data and reporting
  - Special ad hoc reports
  - Customer Service
  - Special Projects



### CFO Financial Accounting Reports

#### KPI 03 - % of Transactions Not Cleared at End of Each Month in Financial Control Accounts



**Report Parameters**

Location:

- Berkeley(BK)
- Davis(DV)
- Irvine(IR)
- Los Angeles(LA)
- Merced(MR)
- Riverside(RV)
- San Diego(SD)
- San Francisco(SF)

[Select all](#) [Deselect all](#)

From Month:

To Month:

	AUG 2010	SEP 2010	OCT 2010
BK	12.4%	18.2%	11.8%
DV	23.7%	9.2%	20.9%
IR	8.5%	4.3%	3.0%
LA	21.5%	27.5%	36.0%
MR	10.9%	9.1%	16.9%
RV	14.2%	10.3%	10.8%
SD	11.4%	21.2%	12.9%
SF	16.4%	14.7%	13.9%
SB	20.3%	19.9%	11.1%
SC	15.0%	11.7%	8.2%



THE REGENTS OF THE UNIVERSITY OF CALIFORNIA  
UFIN 161 (R/7/89)

# STATE CLAIM FOR REIMBURSEMENT

<b>PAYABLE</b>	FUND 0001	SUB FUND NAME 000 GENERAL FUND				January 19, 2012
<b>FROM</b>	AGENCY 6440	UNIVERSITY OF CALIFORNIA			UNIVERSITY FUND NO. 19900	
<b>APPROPRIATION</b>	YR. OF STAT. 2011	METH.	REFERENCE/ITEM 001	SECIFY	Chapter 33	STATUTES 2011-12
	PURPOSE SUPPORT A					

FED. CATALOG NUMBER	SCO PROJ	CAT EGOERY	PGM	ELE	COMP	TASK	GENERAL LEDGER OBJEC	F/S	AMOUNT	DESCRIPTION
		1 1							154,070,750.00	

SCHEDULE NUMBER  
E-900-11-0  
AUDIT CODE  
PRINT WARRANT DATE  
ISSUE WARR. DATE REC

**CERTIFICATION**  
I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE WITHIN CLAIM IS IN ALL RESPECTS TRUE, CORRECT, AND IN ACCORDANCE WITH LAW; THAT SERVICES MENTIONED HEREIN WERE ACTUALLY RENDERED AND SUPPLIES DELIVERED IN ACCORDANCE WITH THE CONTRACT AND LAW; THAT ANY PERSON FOR WHOM COMPENSATION OR REIMBURSEMENT FOR EXPENSES INCURRED IS CLAIMED HEREIN HAS TAKEN, SUBSCRIBED, AND FILED THE OATHS, INCLUDING THE OATH SET FORTH IN SECTION 1193 OF THE GOVERNMENT CODE, REQUIRED BY LAW; THAT I HAVE NOT VIOLATED ANY OF THE PROVISIONS OF SECTIONS 1090-96 OF THE GOVERNMENT CODE.

CAMPUS Universitywide	PREPARED BY C. Hsu	EXT. 0896	AUDITED BY Kira Lee 1/19/12	AUTHORIZED SIGNATURE Doris Wilder
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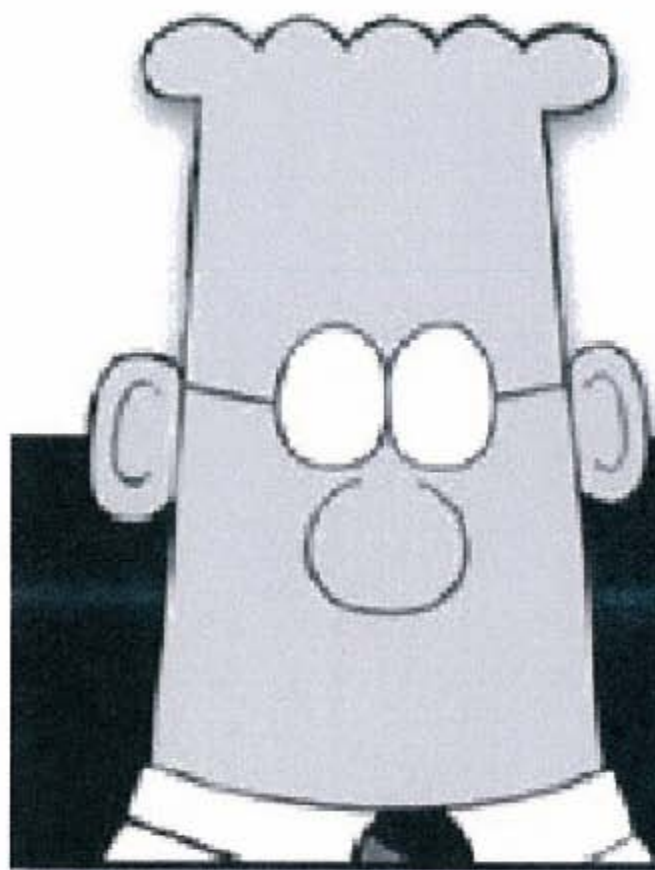
REMARKS:

DATE ISSUED  
Controller's War

# Fiscal Closing Schedule 2010-2011

New #	Old #	DESCRIPTION	NEW DUE DATE	OLD DUE DATE	RESPONSIBILITY	FUND GROUP
01	01	"PUT" updated list of "Areas of Responsibility for Fiscal Closing" on the VSFTP file server so CA (MW) can "GET" them through VSFTP. (Use Appendix A) NOTE: Copy of all campus' lists will be available to all campus AO's via VSFTP and on Corporate Accounting's website.	3/11/2011	3/12/2010	AO/CA(MW)	ALL
02	02	Send to campuses the SAS112 Quantitative Thresholds.	4/1/2011	3/31/2010	CA(DW)	ALL
03	03	Send the annual letter concerning audits of Campus Foundation financial statements to Vice Chancellors for University Relations and Vice Chancellors for Administration.	4/8/2011	4/2/2010	CA(AS)	
04	04	PwC to perform interim fieldwork. Timing to be determined based on consultation with campus personnel.	TBD Apr-June	TBD Apr-June	ALL	ALL
OP-01	OP-01	Provide PwC with expenditure file for R&D and Other non-SFA programs to be tested under A-133.	4/11/2011	4/12/2010	CA(JO)	
OP-02	OP-02	Request table of Unit Values from Library Coordination.	4/13/2011	4/14/2010	CA(PLT)	
OP-03	OP-03	Prepare a list of capital/operating appropriations to be reverted on June 30th and follow up with campuses.	4/29/2011	5/19/2010	CA(PLT/CH)	
05	05	Send table of Unit Values of Libraries and Collections to plant accountants. (IRM 6C)	5/6/2011	5/7/2010	CA(PLT)	PLANT
06	06	Calculate FY 2011 depreciation expense and provide campuses with entries to record. (IRM 22)	5/6/2011	5/7/2010	IRC	PLANT
07	07	Calculate FY 2011 accumulated depreciation associated with the disposal or transfer of capital assets and provide campuses with entries to record.	5/6/2011	5/7/2010	IRC	PLANT
08	08	Input interlocation Transfer of Funds data (15 type entries) for May ledger into Interlocation Transfer of Funds System. NOTE: This will be the LAST cycle for these entries for the fiscal year.	5/23/2011	5/21/2010	AO	CURRENT
09	09	Record FY 2011 depreciation expense and write-off accumulated depreciation associated with the disposal or transfer of capital assets.	5/27/2011	5/28/2010	AO	PLANT
10	10	Submit claims for all capital/operating appropriations which will expire and automatically lapse to the State on June 30th.	5/27/2011	5/28/2010	AO/CA(PLT)	PLANT
11	11	Campuses should begin with the evaluation process of all new and existing Pollution Remediation obligations.	5/27/2011	5/28/2010	AO	CURRENT
OP-04	OP-05	Prepare insurance premium recharge journal.	5/27/2011	5/28/2010	CA(KV)	
12	13	Transmit Interlocation Transfer of fund files to campuses. Report date should be May 31. NOTE: This will be the LAST cycle for these entries for the fiscal year (unless additional OP process implemented).	6/2/2011	6/1/2010	IRC	CURRENT
OP-05	OP-07	Conflict of Interest Review: UCOP identifies potential conflicts of interest as a result of UC transactions with businesses where a Regent has a significant financial interest or position in the company.	6/2/2011	6/1/2010	CA(DW)	CURRENT
OP-06	OP-08	Notify UCOP Facility Management to submit UCOP assets capitalization information to Accounting by the 6th working date of the following month.	6/2/2011	6/1/2010	CA(PLT)	PLANT
OP-07	OP-09	Notify UCOP California Digital Library to submit UCOP Library Materials capitalization information to Accounting by the 6th working date of the following month.	6/2/2011	6/1/2010	CA(PLT)	PLANT
OP-08	OP-10	Request from the Real Estate Service Group a real estate transaction listing and leases for January 1 to June 30 by the 3rd working day of the following month.	6/2/2011	6/1/2010	CA(PLT)	
13	15	"PUT" pre-typed journals for closing step 68 (Student Loan Late Charge Revenue) on the VSFTP file server (clsftp/XXstep68ZZ) so AO's can "GET" them through VSFTP, where XX is the campus (BK, SF, etc) and ZZ is the year.	6/6/2011	6/7/2010	CA(GS)	ALL
OP-09	OP-11	Send appropriate local financial control listing and 080X listing (Inter-campus Trans Codes) as of May 31 to all other AO's.	6/8/2011	6/9/2010	AO/CA(GS)	
14	16	PwC to meet with all campuses and medical centers on results of interim work and present both preliminary management letter comments and preliminary A-133 findings.	TBD June	TBD June	ALL	ALL





I ask for so little...

...and, boy, do I get it."

## How Can We Help Each Other

- Completing closing steps on time
- Contact us early if you need help; please don't wait before deadline.
- <http://www.ucop.edu/corpacct>

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