

BANNER 2000

FINANCIAL INFORMATION SYSTEM

Chart of Accounts

Banner Chart of Accounts

- Budgeting has the potential for being a manager's most valuable planning and management tool. Budgeting is a necessary activity and one that is required by most managers. Budgets are instruments that can give reality to objectives, strategies and plans.

Banner Chart of Accounts

- A chart of account has the potential for being a manager's most valuable planning and management tool. Accounting is a necessary activity and one that is required by all managers. Charts of accounts are instruments that can give reality to objectives, strategies and plans.

Banner Chart of accounts

- Our objective: Using Banner pre-defined fields, create a chart of accounts that generates meaningful information but yet, is not too complex.

Banner Chart of accounts

- Banner pre-defined fields: their purpose is to answer the following basic questions: how, who, why and what .

Banner Chart of Accounts

- Introducing: the Banner FOAPAL string...
- Fund: HOW am I funded ?
- Organization: WHO is spending the funds ?
- Account: WHAT are the funds spent on ?
- Program: Used for financial statement purposes
- Activity: WHY are the funds spent ? (optional)
- Location: Where are the assets being held ?
(optional - reserved for Fixed Assets)

Banner Chart of Accounts

- FUND = HOW am I funded ?
- 6 digit code
- Ex. U00001
- U00022
- U00101
- Unrestricted or Restricted funds ?
- If unrestricted :
- Subsidized or not ?
- If restricted :
- Endowed gift , annual donation, Capital or Research grant ?

Banner Chart of Accounts

- ORGANIZATION : WHO is spending the funds ?
- 6 digit code
- Ex. UST016
- UB0910
- UFS002
- A roll-up structure captures the information from the highest level (overall University) to the lowest level (a specific cost center)
- Ex. Health Services, Bookstore, Accounting

Banner Chart of Accounts

- Example of a Roll-up :
- 1: Concordia University
- 2: V-R Services
- 3: V-R Services Administration
- 4: Office of the Registrar
- 5: Student Service Center
- 6 : S.C.C. Administration

Banner Chart of Accounts

- ACCOUNT:
WHAT are the funds spent on ?
- 5 digit code
- Ex. 704AR
- 73600
- Again, a roll-up structure allows us to query on all University expenses or revenues, on certain categories or on a specific expense account.
- Ex. Advertising, travel

Banner Chart of Accounts

- ACTIVITY code:
WHY are the funds spent ?
- 6 digit code
- How do I get an activity code:
- briennat@alcor
- Organization or attendance of a specific conference
- Special projects such as Recruiting trips
- Whatever the departments wants to track... but remember, it is optional !

Banner Chart of Accounts

- Now, wait a minute : $6+6+5+4=17$ digit codes minimum required to process a transaction ? They must be kidding !
- And Banner created the Index code...

Banner Chart of Accounts

- You enter:
 - INDEX U00104
 - FUND -
 - ORGN -
 - ACCOUNT 704AR
 - PROGRAM -
 - ACTIVITY -
- The Index populates the rest:
 - U00001
 - U00104
 - TEAC
 - -

Banner Chart of Accounts

- Improvements to the CUFS chart:
- The chart is now very flexible. Queries can be made on all FOAPAL elements from the highest level to the lowest level of details (ex a specific P.O). This is called “drilling-down”.
- We can now answer questions across the chart such as How much money has Biology generated in Research and Endowment revenue ?
- Reorganizing within a unit or the University is made simple with the concept of roll-ups and effective dating.

Banner Chart of Accounts

- We have gone from more than 1000 different expenses codes to approximately 400.
- No more sub-objects. Specific accounts have been created.
- Ex. 7260 23 = 707AC
- The updated chart of accounts will be available in hard copy, on the WEB or can be e-mailed to your Office Computer. Contact: Marc Gauthier, marcg@alcor.concordia.ca