






Unit Goals: Accounting & Fiscal Services

Goal	Key Metrics/Milestones	Goal Drivers	Status
<p>Goal 1: Replace KFS Advance Deposit (AD) manual documents for UCI non-student Invoicing. (FY24 – FY26)</p> <p>P4 – DFA-A</p>	<ul style="list-style-type: none"> Reduction in departmental deposits by 80%. (using KFS A/R in combination with Goal 6) 90% reduction in KFS AD documents for ACH/WIRE processed by GA. (manual process when ACH is unknown for who) Timely revenue recognition within the same fiscal year. Reduction in year-end revenue accrual entries (YEDA) processed by departments by 80%. 	<ul style="list-style-type: none"> Accurate and timely recording of non-student invoices in KFS AR. Ability to match payments received to invoices. Reduction in unpaid non-student invoices. A lack of consistency in invoicing practices for non-student billable activities and systems for tracking outstanding receivables. 	<ul style="list-style-type: none"> On track: FS has contacted some departments to use KFS AR for invoicing and increased % use Currently working on making the use of KFS AR a requirement across the institution – presenting at next Maabo mtg 
<p>Goal 2: Achieve enhanced knowledge of facilities & administrative rates process and minimal supervision from external consultant. (FY24 – FY27)</p> <p>P4 – DFA-A</p>	<ul style="list-style-type: none"> Improve efficiency for F&A data collection & analysis by reducing the time from 18 to 12 months. Understand how to use the CRIS model (F&A tool) to perform "what-if" scenarios. Submit F&A rate proposal to Cost Allocation Services (CAS) 5 years after the previous approved proposal. New F&A rate approved prior to expiration of the current rates or extend no longer than a year. 	<ul style="list-style-type: none"> To capture as best as possible the actual costs of facilities and administration supporting sponsored projects. Strong impact to the University's ability to grow research capacity infrastructure and services. Recoup as much as allowed for indirect costs 	<ul style="list-style-type: none"> Focused on specialized trainings to gain foundational knowledge. Identifying process improvements based on challenges in the on-going F&A process. Anticipating regulatory changes that may impact future F&A rates. 
<p>Goal 3: Develop a more robust model (e.g. revenue-based or modified expense based) General & Administrative Assessment. (FY26 model)</p> <p>P4 – DFA-B</p>	<ul style="list-style-type: none"> Development of revenue-based G&A assessment by Dec. 2023. Update for FY26 model using revenue based or modified expense based. Selection of G&A assessment model to increase recovery of costs within the campus by ~15%-25% compared to previous model using more accurate and robust recovery models. (since campus is likely underassessing). Update the AFS Cost accounting webpage to show the G&A assessment methodology. Discuss methodology with affected units. 	<ul style="list-style-type: none"> Allocate shared costs using a rational and sustainable model across self-supporting revenue generating units. 	<ul style="list-style-type: none"> Completed review of two proposed models. Minor tweaks on the existing model for FY25 assessment. Exploring opportunity to find a more suitable model for FY26 

Unit Goals: Accounting & Fiscal Services (cont.)

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<p>Goal 4: Centralize check deposit process for the campus only. (FY24 – FY26)</p> <p>P4 – DFA-A</p>	<ul style="list-style-type: none"> Reduction in lost checks by 80%.- no lost checks & increased # of checks going directly to the cashier's office Centralized deposits for UCI increase by 75% - certain groups unable to centralize deposits (e.g. childcare, C&G, financial aid, advancement). All checks received should have a KFS invoice # Unclaimed checks will be listed on a Decision Support report so campus partners can view it 	<ul style="list-style-type: none"> To assure revenue is accounted for accurately, and invoices are paid fully and recorded timely. To help eliminate checks being routed to the wrong area, lost checks, and unpaid invoices. 	<ul style="list-style-type: none"> On track: "remit to" address is programmed in KFS AR. Contacting mail room and other departments to forward all mailed payments to Aldrich Office. 
<p>Goal 5: Develop and implement streamlined end-to-end imputed income reporting & overpayment recovery process. (FY24 – FY24)</p> <p>P4 – DFA-B</p>	<ul style="list-style-type: none"> Publicly accessible process documents. 75% satisfaction rate on department and employee user survey. Increased efficiencies: Reduce parties/touchpoints in process; reduce turn-around timeframe. 	<ul style="list-style-type: none"> Increase understanding of process w/ user community. Increase processing efficiency for imputed income & overpayment recovery. Create control metrics for imputed income process w/ Central Payroll. 	<ul style="list-style-type: none"> Start Q1 '24. Payroll and General accounting are reviewing and documenting the existing process to use for future process mapping. 
<p>Goal 6: UCPATH centralized transaction processing for campus departments, excluding SOM and MC (FY24 – FY28)</p> <p>P4 – DFA-A</p>	<ul style="list-style-type: none"> 10% - 35% increase in transaction accuracy level to baseline (depending on transaction). Will measure based on reduced error rate and/or reported user issues. UCPATH transaction accuracy measurements. UCPATH transaction processing rates. Business process analytics and development of metrics. Customer satisfaction feedback for UCPATH and Payroll. Define UCPATH terminology and document clear procedures. 	<ul style="list-style-type: none"> Change campus UCPATH transaction processes from decentralized to centralized to better meet UCI & UCPATH business needs. Develop standardized business processes to better support divisions. Establish a transaction support unit to process UCPATH transactions to improve end-to-end accuracy, resource efficiency, & oversight. 	<ul style="list-style-type: none"> Active workgroup. Socialize plans w/ DFA & HR leaders. Drafting the project charter and in review with core team for input. Risk – competing priorities has stalled this goal – Project Dragon has consumed both Central HR and UCI UCPATH teams for transition activities. 