Monday, March 28, 2016

10:00AM – 2:00PM  FOA Delegate Meeting (lunch provided)
10:00AM – 2:00PM  PSSOA Delegate Meeting (lunch provided)
10:00AM – 2:00PM  BOA Delegate Meeting (Lunch Provided)
10:00AM – 2:00PM  Affinity Group Sessions (lunch provided)
  • Accounts Payable
  • Accounting
  • Procurement
  • Sponsored Programs
  • Student Accounts Receivable

3:00PM – 5:00PM  General Session: The Pursuit of Excellence

5:00PM – 7:00PM  Business Partner Exhibit Opens

6:00PM – 9:00PM  Networking Event and Entertainment

Tuesday March 29, 2016

7:30AM – 8:30AM  Breakfast

8:30AM – 10:00AM  General Session: Welcome
  General Session: Executive Vice Chancellor/CFO Update
  General Session: Assistant Vice Chancellor/Budget Update
  General Session: Executive Director Strategic Sourcing & Chief Procurement Officer Introduction

10:00AM – 10:30AM  Morning Break and Visit with our Vendors

10:30AM – 11:25AM  Breakout Session 1
  • Everyday Leadership – Panel Discussion
    Chief Business Officers (CBO) from four CSU campuses will discuss and share their actionable advice, guide and insight into the challenges of managing and leading. Hear leadership stories and examples straight from the CBOs on what is important in everyday leadership.
  • People Builder Steve Siemens – Bring Your “A” Game to Customer Service
    Good customer service sets an organization apart from others. It is a choice. Helping staff members to keep it a priority 24/7 requires creative leadership, good training, and recognition for a job well done. Employees have a simple yet accurate way of figuring out what’s important at work. They just look at what their leaders pay attention to – what the bosses talk about and focus on, and then act accordingly. There is little difference between what businesses offer at times but the difference that sets some apart is customer service. Learn how to take your customer service to the next level.
  • What’s New in the CSU Data Warehouse
The Finance Data Warehouse offers great flexibility to define and generate reports that suit your business needs, from simple to complex. Learn how to manage report filters and format features to create the reports that you want. You’ll also hear about what’s on the horizon for new and expanded data warehouse functionality. Come and learn a new tip or two.

**11:30AM – 12:25PM Breakout Session 2**

- **Focus on Performance Management: The Balanced Scorecard Initiative for the Chancellor’s Office Business & Finance Division**
  
  In an effort to identify priorities, improve processes, and best focus energies and resources, the Business & Finance (B&F) division at the Chancellor’s Office is in the process of implementing the Balanced Scorecard (BSC) performance management framework.

  The BSC framework focuses on measuring four perspective areas: staff, customer, processes, and financial. These key perspectives can help B&F departments by illuminating opportunities to enhance operations and services. Initial activities include deployment of an internal climate survey as well as an external customer satisfaction survey.

- **People Builder Steve Siemens – The Seven Sides of Leadership**
  
  Everything rises and falls on the leadership. Today more than ever, good leaders are needed and exceptional leadership is required. Leadership can be defined by two words: positive influence. And because of that definition, I believe every person in the workplace can be a leader. Each has different responsibilities and roles but everyone can be a leader. One of my favorite proverbs is this, "Man who said it cannot be done should not interrupt man who is doing it." That is the world we live in. Leadership will determine if you are doing it or interrupting it! Learn the seven sides of leadership.

- **What’s New in the CSU Data Warehouse**
  
  The Finance Data Warehouse offers great flexibility to define and generate reports that suit your business needs, from simple to complex. Learn how to manage report filters and format features to create the reports that you want. You’ll also hear about what’s on the horizon for new and expanded data warehouse functionality. Come and learn a new tip or two.

**12:30PM – 1:45PM Lunch**

1:45PM – 2:40PM Breakout Session 3

- **Campus Marketplace (P, MK)**
  
  Demonstration of the online shopping portal that affords faculty and staff the opportunity to purchase goods at contract pricing to support their academic and operational needs.

- **NACUBO Classification of Expenses (FIRMS Program Codes) (NW, A, B)**

  The NACUBO (National Association of College and University Business Officers) classification of expenses is used by educational institutions to report expenditures by functional classifications, such as Instruction, Research, Institutional Support, etc. This session reviews the various FIRMS (Financial Information Record Management System) program codes within each functional classification, and suggests how to select the most appropriate program code. The audience will be informed of how this information is used by our customers and stakeholders.

- **Scholarships & Special Initiative Grants (A, F, B)**
In this session, the Special Initiative Grants Systemwide Guideline and related CSU Legal Accounting and Reporting Manual section will be reviewed. Topics to be discussed include:

- What are Special Initiative Grants and why recorded in CSU Fund 485
- Why we use a special FNAT key to record these transactions
- Compilation of the Awards and Grants matrix included in the guideline.
- Classification of award or grant as a scholarship
- CPO process as it relates to Special Initiative Grants

Hear about all that CMS Central does to support CFS and how Finance Support Units at Cal Poly SLO, CSU East Bay, and San Jose State bridge the gap between functional staff and CMS Central.

**Financial Transparency Using the OpenGov Platform (B, PDL)**
In the past year, three CSU campuses have developed and released financial transparency information using the OpenGov web based interface. This moderated panel discussion will offer three distinctive case studies from San Jose, Cal Poly SLO, and Chico State about the lessons learned, strategies for engaging your campus, and a broader discussion about whether this platform can be helpful at other campuses.

**Student Cancellation – the Paradox of Student Success (SF, A)**
In a roundtable discussion with three other campuses, the panelist will discuss their student cancellation thought process, best practices on how they determine what population should be cancelled, and how does it relate to student success (or does it).

**Cost Allocation & Cost Recovery Models (B, A, F)**
This session will provide an in-depth review of a campus cost allocation model that has been in practice for over ten years, used for collecting indirect cost recovery from campus auxiliaries and self-support funds in the categories of Facilities, Utilities, Rent, Network, Institutional Support and CMS. Discussion topics will include the methodology for calculations, the communication process with fund managers and the challenges of the model.

**Future & Multi-Year Requisitions & POs (A, P, C)**
This session provides an overview of the sound business practices for Multi Year and Future Year Requisitions / Purchase Orders recommended by Focus Group (Chancellor’s Office, East Bay, Humboldt, Los Angeles and San Jose). Overview includes background, methodology, sound business practices, controls, deliverables and proposed future CFS enhancements/configuration.

**Effective Communication for Leaders & Managers (PDL)**
This two part workshop will help you identify your individual communication style and give you the tools to more effectively communicate with the people you work with and manage. This workshop is quickly-paced, highly interactive, and very fun while helping you build awareness and skills that are portable to any job.

**University Grants Workflow (SP, A)**
CSU Bakersfield created an External Fund Task Force with representatives from business services, the provost office, sponsored programs, and academic departments to review and process map all university areas which contribute to the success of our grants. We identified gaps which could put the university at risk, areas to streamline workflow and areas to gain efficiencies. We now have a dynamic document which serves our university as bases for grants processing and inter-departmental communication.

**Capital Project Accounting & Reporting (A, B, F)**
Review of the bond authority and the new accounting requirements needed to report capital projects and maintenance/repair within the CSU Operating fund, and Enterprise funds. The session will go into various project scenarios to assist the campus to determine how to start the project out in the proper accounting and reporting structure.

- **CI Planning & Reporting in the Cloud: A PBCS Case Study (B, F)**
  Wondering how to get started with a budgeting and forecasting cloud solution in a “crawl-walk-run” approach? Learn how Channel Islands partnered with Vertical Edge to implement an Oracle Hyperion Planning and Budgeting Cloud Service (PBCS) pilot that allowed the organization to test out PBCS for a planning cycle before fully committing to the tool.

- **How to Use Trees and Chartfield Attributes to… (CW, CMS, A, B, F)**
  Campuses will learn how Cal State Long Beach and San Bernardino use Trees and Chartfield Attributes in the Data Warehouse to meet their reporting requirements. Some examples are: reporting across all Business Units at a Division/College/Department level for budgeted and non-budgeted funds and the grouping of accounts to provide summarization levels.

- **U.S. Bank Technology Leasing, Use Operating Budget versus paying Cash (A, B, F)**
  U.S. Bank announces the opportunity for campuses to lease technology including maintenance and soft costs to match these costs to the equipment’s life cycle. Resulting from efforts by the Chancellors Office and U.S. Bank, Equipment Leasing is being made available to all campuses using an approved stand-alone operating lease contract. This session includes an explanation of the standard lease and a comparison between straight leasing and lease financing, and a review of common assets leased.

2:45PM – 3:40PM  Breakout Session 4

- **Derivation (NW, A, B)**
  This session covers the CDIP (Corporate Data Integrity Package) derivation rules in CFS, and walks through the three CFS business units’ derivation concept and the FIRMS (Financial Information Record Management System) database extract from CFS.

- **Usage of PeopleSoft Chartfields for Budgeting (B)**
  In this session, participants will discuss and share best practices for using CFS ChartFields to budget.

- **Asset Management & SCO Capital Asset Reporting (A)**
  This session will discuss issues identified when the Asset Management module was leveraged for FYE 6/30/15 in the preparation of fixed asset data for the SCO GAAP submission. Panelists will:
  o Explain why it became necessary to conduct a refresher course for campus users on the use of AM in January 2016.
  o Recap the training provided to campuses in January.
  o Discuss what campus management can do to guarantee the integrity of AM data.

- **Resources – Where to Go for Help (NW, A, B)**
  In this session, we will navigate through various helpful websites at the Chancellor’s Office. These websites include recorded trainings, manuals, presentations, user guides, and other informative documents to help you succeed at the CSU. Save these links as your favorites for easy reference at your fingertips.

- **Role of the University Property Office (A, P)**
By attending this presentation you will gain a greater understanding of the role and added value that the University Property Office can potentially offer your campus. You will come to understand the historical background of Property management and learn about Asset Life Cycle Management in the context of being “Good Stewards.”

- **Budgeting for Benefits (B)**
  The cost of benefits represent an ever increasing proportion of campus budgets and forecasting and budgeting for this category is highly complex. This session will explain how two campuses manage centralized benefits budgets including funding and forecasting. This session will also gather information from participants to begin a compilation of best practices in this area.

- **ICSUAM Section 5000 Policy Update (P, C)**
  The session will go over approved revisions to ICSUAM Policy Section 5000 covering procurement made since the last conference update in 2015 as well as discuss the Background Check Policy.

- **Campus Operating Reserves – New Policy and Operational Changes (B, F)**
  In 2015 the Campus Reserve Policy was added as the first Budget Policy in ICSUAM. Policy # 2001.00 – replaces the prior reserve policy and applies to all Campus and CO operating funds. This session will walk through the changes, their implications both from a budget and accounting perspective, and how campuses can begin to be more strategic in their long range planning.

- **Effective Communication for Leaders & Managers (cont.) (PDL)**
  This two part workshop will help you identify your individual communication style and give you the tools to more effectively communicate with the people you work with and manage. This workshop is quickly-paced, highly interactive, and very fun while helping you build awareness and skills that are portable to any job.

- **Driving Your Travel and Expense Program to New Heights (A, AP, F)**
  Managing Travel & Expense on campus is a challenge, with multiple stakeholders, non-mandated cultures and VIP end-users. Hear from Concur, CSU San Bernardino and CSU Stanislaus discuss industry best practices, tips and techniques on how to turn these common challenges into opportunities. (It is possible!) In addition, CSUSB and CSUS will have a panel discussion to talk about key successes, as well as lessons learned with implementing Concur travel and expense in the CSU environment.

- **Procurement Electronic Files and Forms (P, F, AP, V, SF)**
  This session will be a live demonstration of Fresno’s existing Procurement databases and a look at what Procurement will be doing with requisitions. Presentation includes:
  - **Procurement Databases:** Contract/Agreements; Certificate of Insurance; ProCard Orders; Signature Cards; Bid/Quote
  - **Procurement Purchase Requisition Process:** Demonstrate what Fresno will be implementing very soon; talk about the possibilities if Hyland gets integration with PeopleSoft; talk about the future cross reference between Procurement and Accounting files

- **Focus on Performance Management: The Balanced Scorecard Initiative for the Chancellor’s Office Business & Finance Division (repeat) (PDL)**
  In an effort to identify priorities, improve processes, and best focus energies and resources, the Business & Finance (B&F) division at the Chancellor’s Office is in the process of implementing the Balanced Scorecard (BSC) performance management framework.

  The BSC framework focuses on measuring four perspective areas; staff, customer, processes, and financial. These key perspectives can help B&F departments by illuminating opportunities to enhance operations and services. Initial activities include deployment of an internal climate survey as well as an external customer satisfaction
survey.

- **Sponsored Program Reporting in the Data Warehouse (DW, CMS, A, B, F, SP)**
The Sponsored Programs dashboard contains reports formatted for administration, management, and general grant managers. In this session, you will see examples of using the Sponsored Programs dashboard to perform your daily, monthly, and yearly reporting responsibilities.

U.S. Bank announces the availability of virtual credit card payments in Accounts Payable, also known as Payment Plus. As a result of efforts by the Chancellors Office and the CSU Sacramento campus, Payment Plus is being made accessible to all campuses using the Common Financial System PeopleSoft. This session will include an explanation of how Payment Plus works, a detailed overview of the implementation process, and a review of resources available.

3:45PM – 4:00PM      Afternoon Break and Visit with our Sponsors

4:00PM – 5:00PM      Breakout Session 5

- **Spikes Cavell (P, C)**
This session will review the use of Spend Analytics in the CSU as well as provide a demo demonstrating how to use the tool. The CSU’s Spend Analytics tool is provided by Spikes Cavell, which allows campuses to make strategic decisions related to purchasing and managing spend. This session will show direct examples for campus users as well as systemwide benefits of procurement business intelligence.

- **Introduction to SAM99 – Reconciliation to the SCO (A, F, NW, B)**

- **Project Management is Not a Spectator Sport (PDL)**
Project management of any type is not a simple process; it is one that requires a relative level of engagement to the scope of work. Using a major capital project as example, the presentation will demonstrate how through various stages of development, how any project effort affects multiple entities across the university campus and how important these efforts are to have a successful outcome and how this process is replicable to all project management efforts.

The Empire (Upgrade) Strikes Back! Calling all Jedi Knights to join us as we review new features and enhancement to maximize “The Force.”

- **CI Planning & Reporting in the Cloud: A PBCS Case Study (repeat) (B, F)**
Wondering how to get started with a budgeting and forecasting cloud solution in a “crawl-walk-run” approach? Learn how Channel Islands partnered with Vertical Edge to implement an Oracle Hyperion Planning and Budgeting Cloud Service (PBCS) pilot that allowed the organization to test out PBCS for a planning cycle before fully committing to the tool.

- **PeopleSoft Chart of Accounts (COA) (NW, A, B, F)**
This session introduces the audience to the CFS (Common Financial System) PeopleSoft Chartfields in the CSU; the definition of each chartfield and how it should be used according to the CFS COA Position Paper. It will also cover the hierarchy of chart of accounts, from campus to CSU to State to GAAP reporting. We will explain the difference between a PeopleSoft business unit versus SetID; what is a FNAT and AAT key and their purpose and why it’s important to select the correct key.
• Financial Reporting: Legal and GAAP (NW, A)
  This session provides the audience an overview of the CSU’s reporting processes, inclusive of:
    o State legal-basis reporting
    o GAAP-basis reporting
    o State GAAP-basis reporting

• Procurement Electronic Files and Forms (cont.) (P, AP, F, V, SF)
  This session will be a live demonstration of Fresno’s existing Procurement databases and a look at what
  Procurement will be doing with requisitions. Presentation includes:
    o Procurement Databases: Contract/Agreements; Certificate of Insurance; ProCard Orders; Signature Cards;
      Bid/Quote
    o Procurement Purchase Requisition Process: Demonstrate what Fresno will be implementing very soon; talk
      about the possibilities if Hyland gets integration with PeopleSoft; talk about the future cross reference
      between Procurement and Accounting files

• eTravel – Travel Approval and Reimbursement Solution (A, AP, F)
  This interactive presentation will explore CSUNs implementation of the eTravel module. eTravel is CSUNs online
  solution for business travel expense pre-approval and reimbursement. Participants will get an overview of the
  benefits of the module and how the campus phased in the implementation. The presentation will also give a cursory
  review of how the CSU Travel Policy was used to develop the business requirements of the module.

• AFD Business Connection (ABC) – Efficient Training Structure (A, B, F, PDL)
  Cal Poly’s Administration and Finance Division Business Services group provides a wide range of financial and
  business services to the Cal Poly community including: purchasing, travel, payroll, university cashiers, dashboards,
  financial reporting, budget, equipment tracking, CMS PeopleSoft support, fund accounting, audit coordination and
  training. We are committed to delivering high quality service and understand that the key to our success is
  collaborating with our University partners to help make our business environment easy to navigate by clearly
  communicating requirements, simplifying procedures, learning about your needs, and working to design mutually
  satisfactory work processes in order to achieve University goals and objectives. In response employee needs and
  recognizing our on-boarding of new staff and faculty was lacking, we developed the AFD Business Connection (ABC)
  training program to help employee stay informed and provide training opportunities. The presentation will review
  the why, how, and final delivery of our training program.

• Lean Tool – Personal Kanban (PDL)
  Is your “to do” list unruly? Do you need to explore a new way to manage your “to dos”? Do you love to check or
  cross of items on your “to do” list? Come learn about Personal Kanban and how you can use it in your everyday life,
  both at work and at home, to visualize and organize your tasks, limit your work in progress and increase the amount
  of work you are able to accomplish.

• Auxiliary Reporting in the CSU Data Warehouse (DW, CMS, A, B, F)
  Auxiliary reporting business requirements are specific to each campus. By designing chartfield fund trees and adding
  fund attributes to funds, a campus can generate any report structure it may need. In this session, you’ll see
  examples of how some campuses are configuring auxiliary reports.

• Staples – Making More Happen (P, F)

• IRG - Sustainable IT Procurement Strategies that Maximize Cost Savings (P, F)
  Best practices for Carbon Foot-Print reduction and IT cost reductions in Higher Education – Discover how to develop
  a framework of sustainable IT procurement and best practices for technology cost reduction.
    o With a growing global population seeking greater prosperity against a backdrop of finite natural resources,
“business as usual” is no longer an option for our world. Balancing economic growth with environmental sustainability is a critical challenge and opportunity for business and society. HP makes the environment stronger as it grows by improving the efficiency of its supply chain, operations, and products and solutions, it also makes community investments that address pressing sustainability challenges. In 2014 HP became the first global IT company to set greenhouse gas (GHG) emissions reduction goals for its entire value chain: suppliers, operations, and products and solutions. HP’s environmental progress reflects concerted strategies and actions across these areas.

Telepresence in Higher Education – Reduce Costs and Increase student participation, deploying and effective and low-cost telepresence solution.

- Telepresence is being used in higher education in many ways, including building hybrid classrooms with both online and in-person students, to enable professors to continue teaching when they move out of state, and even in library services for giving remote tours and showcasing innovative technology.

Wednesday, March 30, 2016

7:30AM – 8:30AM    Breakfast

8:30AM – 9:25AM    Breakout Session 6

- Financial Reporting: Legal and GAAP (repeat) (NW, A)
  This session provides the audience an overview of the CSU’s reporting processes, inclusive of:
  - State legal-basis reporting
  - GAAP-basis reporting
  - State GAAP-basis reporting

- CSU Administration of University Property Equipment Procedures (P, A)
  Asset Management overview of the Life Cycle of an Asset with emphasis on campus organizational relationship. Topics that will be covered: Property Control and Management, Acquisition, Identification, Movement, Property Accounting, Risk Management, Physical Inventory, Property Disposal and Retirement.

- Future & Multi-Year Requisitions and POs (repeat) (A, P)
  This session provides an overview of the sound business practices for Multi Year and Future Year Requisitions / Purchase Orders recommended by Focus Group (Chancellor’s Office, East Bay, Humboldt, Los Angeles and San Jose). Overview includes background, methodology, sound business practices, controls, deliverables and proposed future CFS enhancements/configuration.

- Risk Management Latest Issues (P)
  The world of risk management is ever evolving. Stay ahead of the curve and get some updated nuggets of risky information. From insurance requirements for cyber providers, minors on campus, unique CSURMA coverage programs, foreign travel good practices, drones, hover boards and mental first aid in response to critical events are a sample of the potpourri of topics that can and will be addressed in this two-part session. Participants will be encouraged to engage in the dialogue with their questions, solutions and points-of-view.

- Who Hates Payroll Expenditure Transfers? We do! We do! (A, B, F, CMS)
  This year, we have vowed to drastically reduce unnecessary and time-consuming payroll expenditure transfers. This session will discuss how Cal Poly SLO uses the Department Budget Table for Earnings Codes, Work Study Position splits, and setting up Appointments and Positions. We’ll show you the Position Funding Form we use, and discuss our first ever, Mid-Year close strategy.

- Cost Allocation & Cost Recovery Models (repeat) (B, A, F)
  This session will provide an in-depth review of a campus cost allocation model that has been in practice for over ten
years, used for collecting indirect cost recovery from campus auxiliaries and self-support funds in the categories of Facilities, Utilities, Rent, Network, Institutional Support and CMS. Discussion topics will include the methodology for calculations, the communication process with fund managers and the challenges of the model.

- **Effective Communication for Leaders & Managers (repeat) (PDL)**
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- **Sole Source Policies (P, C)**
  Review and discussion of the CSU Sole Source policy, including examples. This session will also discuss the advantages and disadvantages of the sole source method of procurement.

**9:30AM – 10:25AM  Breakout Session 7**

- **How to Use Trees and Chartfield Attributes to... (repeat) (DW, CMS, A, B, F)**
  Campuses will learn how Cal State Long Beach and San Bernardino use Trees and Chartfield Attributes in the Data Warehouse to meet their reporting requirements. Some examples are: reporting across all Business Units at a Division/College/Department level for budgeted and non-budgeted funds and the grouping of accounts to provide summarization levels.

- **CSU Administration of University Property Equipment Procedures (repeat) (P, A)**
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- **Risk Management Latest Issues (cont.) (P)**
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- **Don’t Let the Vendor Draft the Scope of Work (P, C)**
  A discussion of what a proper scope of work should include and potential pitfalls to be aware of.

10:30AM – 11:00AM  Morning Break

11:00AM – 11:55AM  Breakout Session 8

- **PeopleSoft Chart of Accounts (COA) (repeat) (NW, A, B, F)**
  This session introduces the audience to the CFS (Common Financial System) PeopleSoft Chartfields in the CSU; the definition of each chartfield and how it should be used according to the CFS COA Position Paper. It will also cover the hierarchy of chart of accounts, from campus to CSU to State to GAAP reporting. We will explain the difference between a PeopleSoft business unit verses SetID; what is a FNAT and AAT key and their purpose and why it's important to select the correct key.

- **Hot Topics – Construction in the CSU (P, C)**
  Session discussion topics include:
  - The latest on the DIR and prevailing wage, and its effect on our projects
  - Project Permitting: CSU and the State Fire Marshall
  - Statute authority of CSU construction delivery methods
  - CSU’s newest construction delivery models, and more...

- **Capital Project Accounting & Reporting (repeat) (A, B, F)**
  Review of the bond authority and the new accounting requirements needed to report capital projects and maintenance/repair within the CSU Operating fund, and Enterprise funds. The session will go into various project scenarios to assist the campus to determine how to start the project out in the proper accounting and reporting structure.

- **ATI Update: Campus and Systemwide Audits and Resulting Actions (P)**
  In 2014/2015 the CSUCO Audit and Business Services Department conducted several campus ATI audits and issued findings to those campuses. Audit also issued Systemwide ATI recommendations to drive improvements to executive level support and systemwide reporting. This session will explore the areas where campuses are experiencing the most difficulty with moving the ATI Initiative forward and changes to the implementation approach.

- **eTravel – Travel Approval and Reimbursement Solution (repeat) (A, P, AP)**
  This interactive presentation will explore CSUNs implementation of the eTravel module. eTravel is CSUNs online solution for business travel expense pre-approval and reimbursement. Participants will get an overview of the benefits of the module and how the campus phased in the implementation. The presentation will also give a cursory review of how the CSU Travel Policy was used to develop the business requirements of the module.

- **Financial Transparency Using the OpenGov Platform (repeat) (B, PDL)**
  In the past year, three CSU campuses have developed and released financial transparency information using the OpenGov web based interface. This moderated panel discussion will offer three distinctive case studies from San Jose, Cal Poly SLO, and Chico State about the lessons learned, strategies for engaging your campus, and a broader discussion about whether this platform can be helpful at other campuses.
• **Usage of PS Chartfields for Budgeting (repeat) (B)**

  *In this session, participants will discuss and share best practices for using CFS ChartFields to budget.*

• **General Contract Provisions (P, C)**

  *An overview of the general terms and conditions for CSU contracts, including for the acquisition of goods, services acquisitions and IT acquisitions, and updates to the CSU terms and conditions. The discussion will include updates regarding the terms and conditions, a discussion of terms and conditions vendors are likely to want to challenge, as well as issues related to confidentiality, software agreements, and intellectual property.*

12:00PM – 12:55PM  **Breakout Session 9**

• **Campus Operating Reserves – New Policy and Operational Changes (repeat) (B, F)**

  *In 2015 the Campus Reserve Policy was added as the first Budget Policy in ICSUAM. Policy # 2001.00 – replaces the prior reserve policy and applies to all Campus and CO operating funds. This session will walk through the changes, their implications both from a budget and accounting perspective, and how campuses can begin to be more strategic in their long range planning.*

• **ATI Update: Campus and Systemwide Audits and Resulting Actions (cont.) (P)**

  *In 2014/2015 the CSUCO Audit and Business Services Department conducted several campus ATI audits and issued findings to those campuses. Audit also issued Systemwide ATI recommendations to drive improvements to executive level support and systemwide reporting. This session will explore the areas where campuses are experiencing the most difficulty with moving the ATI Initiative forward and changes to the implementation approach.*

• **Role of the University Property Office (repeat) (A, P)**

  *By attending this presentation you will gain a greater understanding of the role and added value that the University Property Office can potentially offer your campus. You will come to understand the historical background of Property management and learn about Asset Life Cycle Management in the context of being “Good Stewards.”*

• **Accounting Birds of a Feather (A)**

  *Various topics that are of concern and/or affect accounting personnel.*

• **Who Hates Payroll Expenditure Transfers? We do! We do! (repeat) (A, B, CMS, F)**

  *This year, we have vowed to drastically reduce unnecessary and time-consuming payroll expenditure transfers. This session will discuss how Cal Poly SLO uses the Department Budget Table for Earnings Codes, Work Study Position splits, and setting up Appointments and Positions. We’ll show you the Position Funding Form we use, and discuss our first ever, Mid-Year close strategy.*

• **Budget Birds of a Feather (B)**

  *Various topics that are of concern and/or affect budget personnel.*

• **Derivation (repeat) (NW, A, B)**

  *This session covers the CDIP (Corporate Data Integrity Package) derivation rules in CFS, and walks through the three CFS business units’ derivation concept and the FIRMS (Financial Information Record Management System) database extract from CFS.*

• **Contract Law – Hot Topics and New Developments (P, C)**

  *A discussion of recent developments in contract law as it pertains to the CSU, along with current topics making*
their rounds on the campuses.

1:00PM – 2:00PM  Lunch