

The seal of the State University System of Florida is a circular emblem. It features a central figure holding a torch and a book, surrounded by a wreath. The outer ring of the seal contains the text "THE GREAT SEAL OF THE STATE UNIVERSITY SYSTEM OF FLORIDA" at the top and "GOD WE TRUST" at the bottom, separated by two stars.

**STATE UNIVERSITY
SYSTEM (SUS)
TRANSITION UPDATE
February 18, 2003**

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Objectives For Presentation

- **Provide CFO Update on SUS Transition;**
- **Services Performed for Universities by CFO; and**
- **Areas to Consider - Post Transition.**

CFO Update on SUS Transition

- Section 1011.4105, F.S. provides the process for state universities to transition from the statewide accounting system (FLAIR).
 - University Board of Trustees are to submit transition plan to State Board of Education
 - The transition plan is to be developed in cooperation with the CFO.

CFO Update on SUS Transition (Cont'd)

- Transition Teams established March 2002 comprised of University and CFO personnel:
 - Accounting and Reporting
 - Accounts Payables
 - Payroll
 - Oversight/Policy
- Almost weekly contact among teams to identify transition issues.

CFO Update on SUS Transition (Cont'd.)

- Developed a checklist of areas to be addressed by Universities in Transition Plan.
- Plans submitted to CFO 01/02/03 for first group to transition from State Accounting System (FLAIR).
- Detailed timelines submitted to CFO 01/02/03 for second group to transition from FLAIR.
- Plans currently under review by CFO, with exception of UCF. The UCF Transition plan review is complete.
- Plans/Timelines due to State Board of Education (DCU) 03/03/03.

CFO Update on SUS Transition (Cont'd.)

- Universities transitioning from FLAIR Financials on 07/01/03 and from FLAIR Payrolls on 1/01/04.
 - University of Central Florida
 - New College of Florida
 - Florida Atlantic University
 - University of South Florida
 - Florida Gulf Coast University

CFO Update on SUS Transition (Cont'd.)

- Universities transitioning from FLAIR Financials on 07/01/04 and from FLAIR Payrolls on 01/01/05, with exception of FIU who will transition from FLAIR Payrolls on 01/01/06.
- Required to submit Transition Plan to CFO by January 2004 and to State Board of Education by March 2004.
 - Florida State University
 - Florida A&M University
 - University of Florida
 - University of North Florida
 - University of West Florida
 - Florida International University

CFO Update on SUS Transition (Cont'd.)

- Reviews of Transition Plans for USF, FGCU, New College and FAU nearing completion;
- CFO personnel will be actively involved with SUS personnel to implement transition;
- Important that University Inspector General stay involved in transition and testing;
- Passage of Glitch Legislation to address certain areas.

CFO Services

- Pre-Audit of Expenditures
- Post-Audit of Programs
- Financial Reporting
- Budgetary Control
- Production of Payroll
- Reporting and Remitting of Taxes to IRS
- Warrant and EFT Generation

CFO Services (Cont'd.)

- Paying Bills of University;
- Assisting Universities in determining needed internal controls;
- Provide training (e.g. Payroll areas, voucher processing);
- Invests Trust Funds and Special Purpose Investment Funds; and
- Cash Management Services (e.g. Banking Services, Credit Card and Other Electronic Payments).

Areas To Consider Post Transition

- Setting of Financial and Accounting Policies;
- Audits of major disbursements for compliance with law and determination if University received what was paid for;
- Review of Expenditures to determine compliance with law before payment;
- Budgetary Control – Making sure the accounting records match the General Appropriations Law.