

MEMO

DATE: April 6, 2021

TO: Business Administrators
Budget Officers
Controllers
Payroll
Financial Services
Corporate Planning
Academic Operations and Planning
Data Architect, Performance and BI Reporting

CC: Duane McNair, Vice President, Finance and Administration
Grant Perry, Chief Financial Officer
Emily Woods, Director, Financial Planning
Claire Ramsay, Manager, Workday Support
Eric Dawson, Communications

FROM: Doreen Jans, Manager, Financial Services

SUBJECT: Updated Financial Data Model (FDM): Return of Historical General Ledger Numeric Codes

Financial Services works regularly to review and enhance the functionality of Workday and create solutions to improve the workflow of employees using the College's financial reporting.

The purpose of this memo is to provide you with an updated Chart of Accounts, known in Workday as the Financial Data Model (FDM). The primary change to the FDM is the addition of the historical general ledger numbers to the Revenue and Spend category names. To minimize the impact to year-end reporting, the functionality to add the general ledger number codes in Workday will be implemented in June 2021. However, the updated FDM is now available as a reference guide. Changes to the FDM include:

1. The addition of the historically-used general ledger numbers to the Revenue and Spend category names for June 2021 implementation purposes;
2. Minor updates to some Revenue and Spend category names to better reflect the transaction types, and;
3. Description updates, including contra account details.

The FDM also includes Ledger Account (Balance Sheet) information.

Example of the Updated Financial Data Model:

	Revenue Category Name	Revenue Category Reference ID	Ledger Account	Description	Restriction
1	30102 General Operating Grant Holdback	REV_CAT_30102	4000:Revenue	Ministry operating grant holdback (see account 30100).	
4	30103 Credit Transfer Institutional Grant	REV_CAT_30103	4000:Revenue	Ministry grant to compensate college for work on the Credit Transfer Framework - a consistently applied credit transfer system to facilitate student mobility between publicly funded postsecondary institutions.	
5	30104 International Student Recovery	REV_CAT_30104	4000:Revenue	Ministry recovery of funds from the college to fund monitoring of the International student program	
6	30105 Women's Campus Safety	REV_CAT_30105	4000:Revenue	Ministry grant for the promotion of women's safety in the College and area.	
7	30106 Indigenous Student Success Fund	REV_CAT_30106	4000:Revenue	Ministry Aboriginal Education and Training Strategy Grant.	
8	30108 Supporting Quality Programs And Student Outcomes	REV_CAT_30108	4000:Revenue	Ministry grant for supporting quality programs and student outcomes.	
9	30109 Mental Health Worker Grant	REV_CAT_30109	4000:Revenue	Ministry grant to support a Mental Health Worker on campus.	
10	30200 Nursing Transition Costs	REV_CAT_30200	4000:Revenue	College share of Ministry funds for the Bachelor of Nursing program partnered with Ottawa U.	
11	30300 Apprenticeship Enhancement Fund	REV_CAT_30300	4000:Revenue	Ministry Apprenticeship Enhancement Fund Grant.	
12	30600 Termination Gratuities Reimbursement	REV_CAT_30600	4000:Revenue	Funds received from College Council to defray cost of termination sick leave buyouts (offset by 40900)	
13	30700 Accessibility Fund for Students with Disabilities	REV_CAT_30700	4000:Revenue	Ministry funding to assist with the expenses incurred for students with special needs.	
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When will this be available?

The addition of the historical general ledger numbers to the Revenue and Spend category names will occur in Workday in June 2021. A communication outlining the changes in Workday reporting related to the June enhancement will be sent before its implementation. The updated FDM is available now for your reference, however the historical general ledger numbers are not relevant until the June implementation.

The updated Financial Data Model can be found [here](#) on the Finance website.

Who to contact for questions or concerns

If you have any questions or concerns, please contact Doreen Jans, Manager, Financial Services, at jansd@algonquincollege.com.