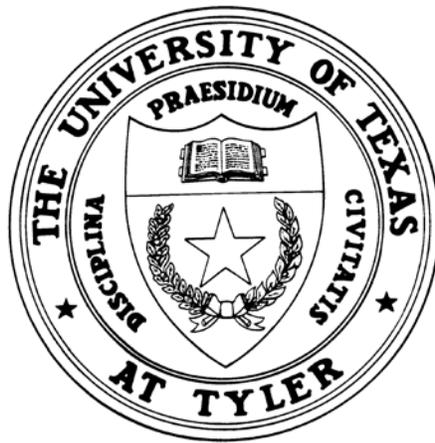


**The University of Texas
at Tyler**

PeopleSoft Interface Audit



November 2014

THE UNIVERSITY OF TEXAS AT TYLER
OFFICE OF AUDIT SERVICES
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The University of Texas at Tyler
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Fiscal Year 2015

Background

The purpose of this engagement was to conduct an audit of the interface between The University of Texas at Tyler (UT Tyler) PeopleSoft Student Billing System (SBS) and PeopleSoft Financial Management System (FMS). UT Tyler converted from the DEFINE accounting system to PeopleSoft FMS in May 2014. UT Tyler has been using PeopleSoft Student Billing System to record student and other cash transactions since the fall semester of 2009. There is an overnight interface between the two systems to record the student and other transactions originally processed through SBS into FMS. This audit was included in the Fiscal Year 2014 Audit Plan as approved by the Institutional Audit Committee.

Engagement Objectives

The objective of this audit was to determine if the SBS daily transactions were properly integrated into FMS to provide assurance that financial reports created in FMS accurately included the SBS transactions.

Scope and Methodology

To accomplish the objective, transactions from four days were chosen between May 1, 2014 and June 30, 2014. This included over 39,000 transactions in 123 PeopleSoft cost centers. The SBS line descriptions were compared to the FMS cost center and general ledger descriptions to determine if the interface appeared reasonable. Supporting explanations and documentation were obtained to clarify unusual postings.

Standards

The audit was conducted in accordance with guidelines set forth in *The Institute of Internal Auditor's Standards for the Professional Practice of Internal Auditing*.

Engagement Results

According to The University of Texas System Audit Office, "A *Priority Finding* is defined as an issue identified by an internal audit that, if not addressed timely, could directly impact achievement of a strategic or important operational objective of a UT institution or the UT System as a whole. Standard factors for determining a *Priority Finding* have been established in three categories: namely, *Organizational Controls*, *Quantitative Risks*, and *Qualitative Risks*". Priority Findings are reported to the UT System Audit, Compliance, and Management Review Committee. Based on the audit procedures conducted, there were no Priority Findings.

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During our review we noted the following:

- A PeopleSoft FMS control is included in the interface process to note “invalid account codes” which prevents the SBS journal entry from posting to FMS. When these occurred, the Budget Office notified Student Business Services of the problem so the correct account could be determined and the journal entry could be processed. The communication between the two departments enabled the transactions to be posted in an accurate and timely manner.
- Three cost centers containing 439 transactions should be retitled to more accurately reflect the transaction types. The Budget Office has renamed these cost centers.
- Four transactions were mapped incorrectly. The Budget Office and Student Business Services have corrected the mapping which resulted in one change to the mapping table.

Conclusion

Based on our testing, we conclude UT Tyler’s Student Billing System transactions are being properly recorded in PeopleSoft FMS with only isolated exceptions noted that have been corrected. We appreciate the assistance of the Budget Office and Student Business Services and commend them on their best practices during this conversion period.



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