Draft Proposal: Refunding Interface to BFS
created 3/30/15

The delivered CS/AP integration of Direct Deposit (and Check) Refunds has two major requirements that do not "fit" with the UCB business process.

- <u>Direct Deposit</u> – The delivered integration assumes that direct deposit data will be collected and maintained in CS. Currently, direct deposit data is collected and maintained by eftstudent.berkeley.edu. We cannot "replace" this system with CS, since it is also used for non-CS student refunds. Capturing direct deposit data in two systems (CS and eftstudent.berkeley.edu) may be confusing to students and does not support best practices.
- <u>Vendor ID's</u> – The delivered integration utilizes a process where all student refunds are generated with generic vendor ID's (one for direct deposit and one for checks). Today, a unique vendor ID is automatically created in AP for each student when their student record is created. If we stopped this vendoring process for CS refunds, a need would still exist to create unique student vendor ID's for non-CS refunds. Handling vendor ID's one way for CS refunds and another way for non-CS refunds would be confusing and not support best practices.

Given these two gaps, a possible solution is to utilize a similar interface design as is used between DB2, CARS and BFS. This interface would have the following requirements:

- Student self-service direct deposit would continue to be handled by eftstudent.berkeley.edu.
- A custom CS process would be created to generate vendor ID's in BFS for all new students (or parents) created in CS. This process could be run as often as needed, but most likely on a nightly interval. This would result in each student having their own unique vendor ID in BFS. Example: ST12345678 (ST + student ID).
    - Who decides if a new business unit should be created?
- A custom CS extract process would be created to generate a file of any new refunds that have not yet interfaced to BFS. This file would contain the following information:
    - REFUND_EMPLID
    - REFUND_EXT_ORG_ID
    - REFUND_NBR
    - REFUND DETAILS (amount, type (FA, etc.)
    - ADDRESS DETAILS
    - Other fields as needed
- A (possible) process to load refund details (ex. check number) from BFS into CS.

This integration approach would continue to support existing business processes in BFS, while requiring a low to medium level of technical development. We could also leverage the current file formats that are used today. Next steps would be to write a functional spec and begin to collaborate with CS and BFS functional and technical resources.

3/31/15 - Notes from conversation:
- Can CS send address updates to AP so all refunds (CS and non-CS) have the most up-to-date address?
  - JJ sent email to JV on 3/31/15
- Clarify what addresses are printed on check today (local in FL/SP and perm in SS?). What do we want to do in CS? Can AP accommodate multiple addresses or flags of which address to use? Park Keaton (BFS tech on Frances' team and built refund processing) - instead work through Jane Valentine (Barb is her bus analyst).
- Options considered but not viable/in-scope (document in decision log and mention AP considerations and options):
  - non-CS refunds through CS.
  - HO funnel all refunds.
- Interface team needs to be involved since DB2 interfaces to AP. Adam Cohen. Need a functional spec written to support the refund interface. Include address syncing and vendor creation. EFT-student site. Use ST000.
  - Get current process functional spec from Jane V.
    - JJ sent email 3/31/15
  - The CS func spec will be reviewed by JS and JV before provided to SIS interface team.