

Open Book Overview

Academic Staff Assembly

February 10, 2014

What is Open Book?

- Pursuant to s. 16.413, Wis. Stats, DOA must create a searchable website that contains all state agency expenditures, including salaries and fringe benefits; each grant made by a state agency; and each contract entered into by an agency.
- DOA plans to accomplish this in 3 phases:
 - Phase 1 - all operating expenses, including travel, vendor payment data, and purchasing card (pcard) detail;
 - Phase 2 - employee salary and fringe benefits, including name, agency, class, gross pay, and year-to-date gross pay (fringe benefits data will not be listed for individual employees); and
 - Phase 3 - grants made or contracts entered into, including capital projects and VendorNet contracts, by fiscal year.

Operating expenses, including travel, vendor payment data, and purchasing card (pcard) detail:

- Payment data is sent to DOA bi-weekly and include:
 - Payee / Vendor
 - Fund
 - Account
 - Category (grouping of accounts like travel, supplies, etc.)
 - Date
 - Amount
 - Payment type (check, ACH, etc.)
- UW data is not broken out by institution in Open Book
- UW data includes all FY13 and forward expenditures
- Other agencies include data back to FY08
- Archive plans expected to match record retention policies

Operating expenses, including travel, vendor payment data, and purchasing card (pcard) detail:

- ❑ Data presentation oddities
 - Voided payment data are not included (overstating expenditures)
 - Individual pcard transactions are included as well as the lump sum payments to the bank (overstating expenditures)
 - Pcard transactions are presented in two categories - Travel or Supplies
- ❑ Private and confidential data are redacted as appropriate
 - Aid payments and student payments and refunds
 - Names of human research subjects
 - Payments made to individuals determined by OHR and Legal Counsel to need protective status
 - Data scrubbed for SSN

Operating expenses, including travel, vendor payment data, and purchasing card (pcard) detail:

❑ Implementation

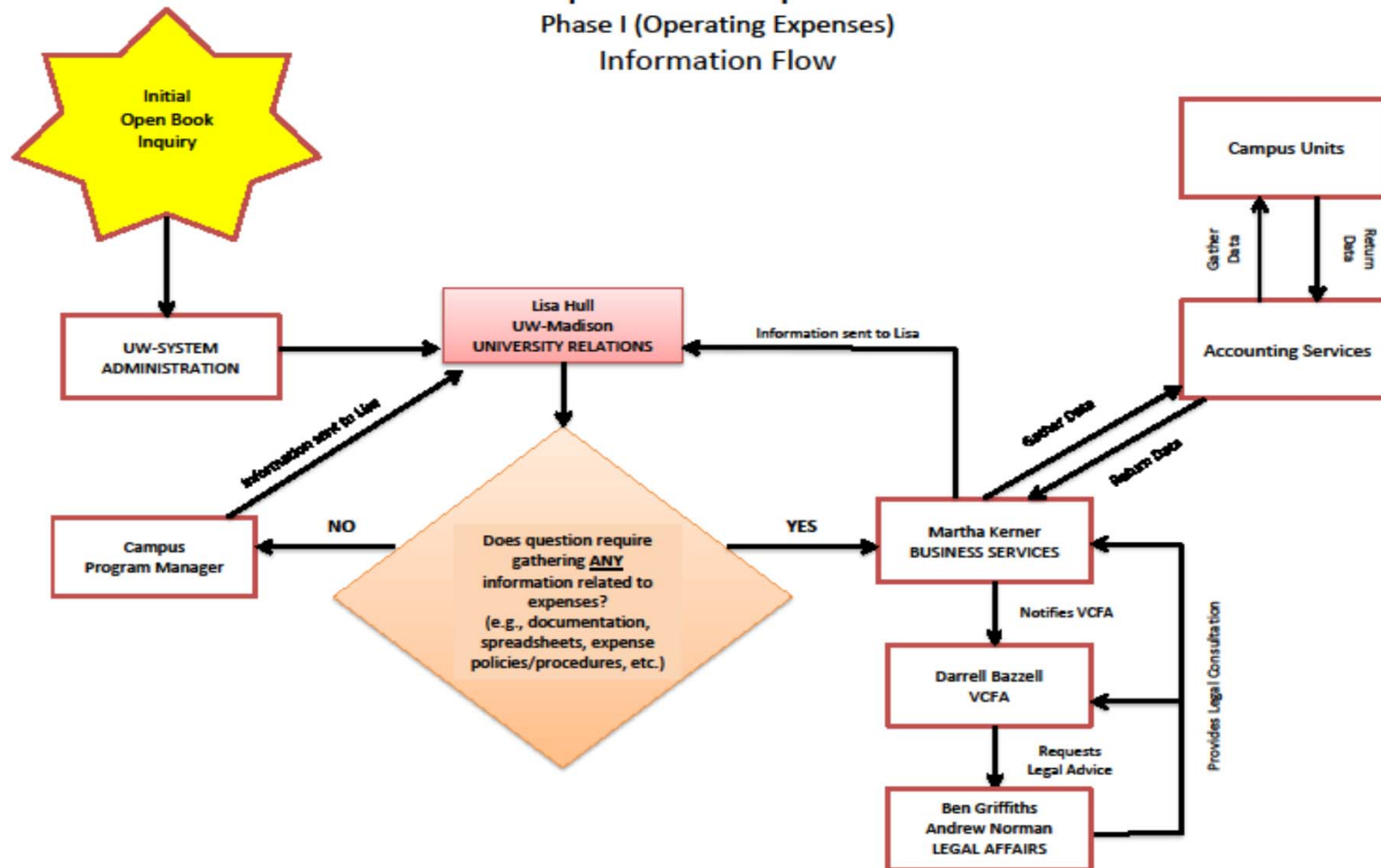
- Go-Live January 2, 2014 after nearly one year of delays
- UW Capital Asset data already in WISMART (DOA's accounting system) included

❑ Prior to implementation

- UW certified that we've properly redacted data
- UW provided a contact person for answering questions and handling information requests
- UWSA identified a contact person from each institution

Open Book - Phase 1

Open Book Inquiries Phase I (Operating Expenses) Information Flow



January 2014

Open Book - Phases 2 & 3



Phase 2 - employee salary and fringe benefits, including name, agency, class, gross pay, and year-to-date gross pay (fringe benefits data will not be listed for individual employees).

Phase 3 - grants made or contracts entered into, including capital projects and VendorNet contracts, by fiscal year.

NOTE: Implementation dates and further details not yet available for these phases.