



Chart of Accounts Public Forum

September 13, 2016



Agenda

- OneSource Project Overview
- Chart Fields Overview
- Example – UGA Account to PeopleSoft Chart String
- Chart of Account Committee Recommendations
- Comment Period and Office Hours
- Q&A



What is One Source?

- Multi-year business transformation project
- Replace many legacy administrative systems and associated business processes
- Next Generation Finance and Human Resource administrative systems and processes: Oracle PeopleSoft 9.2

Why undertake OneSource Project?

- **Ageing Systems** - Core systems were designed decades ago with the purpose of satisfying the core processing and reporting requirements of the institution
- **Unsustainable** - Modifying these core systems when possible and implementing ad-hoc vendor provided systems to augment current system capabilities is no longer a sustainable practice or an efficient approach
- **UGA is ready** - Collegiate Project Services survey, interviews, and focus group sessions clearly identified that Colleges and Units need updated and efficient functionality, improved data access, and reporting

UGA Strategic Plan 2020

- **Strategic Direction VI**
- ***Improving and Maintaining Facilities and Infrastructure to Provide Excellence in Instruction, Research and Service***
- To achieve excellence in instruction, research, and service requires an investment in the underlying infrastructure of the campus that allows faculty, staff, and students to perform their functions with the greatest efficiency.
- **Strategic Priority:** Provide for technology infrastructure to meet the increased needs of instruction, research, service, and administration by replacing the legacy computing systems with modern systems having an emphasis on information systems that will improve the above functions.
- **Benchmark:** Stages of completion of the new system(s).
- **Goal:** A suite of modern computing systems that will meet the increased needs of instruction, research, service and administration by 2020.

Anticipated Benefits

- **Integration of data** across areas so that each department will have the information it requires when needed
- **Streamlined business processes** to enable faculty and staff to work and plan more effectively
- **Reporting tools** that will improve data access and UGA's ability to make data-driven decisions
- **Collaboration** with the University System of Georgia's "oneusg" project to provide standardized human resources business practices and IT platforms across institutions
- **Industry standards and best practices** identification and adoption for current and future information technology architecture
- **Improved data privacy and security**



Who will be affected?

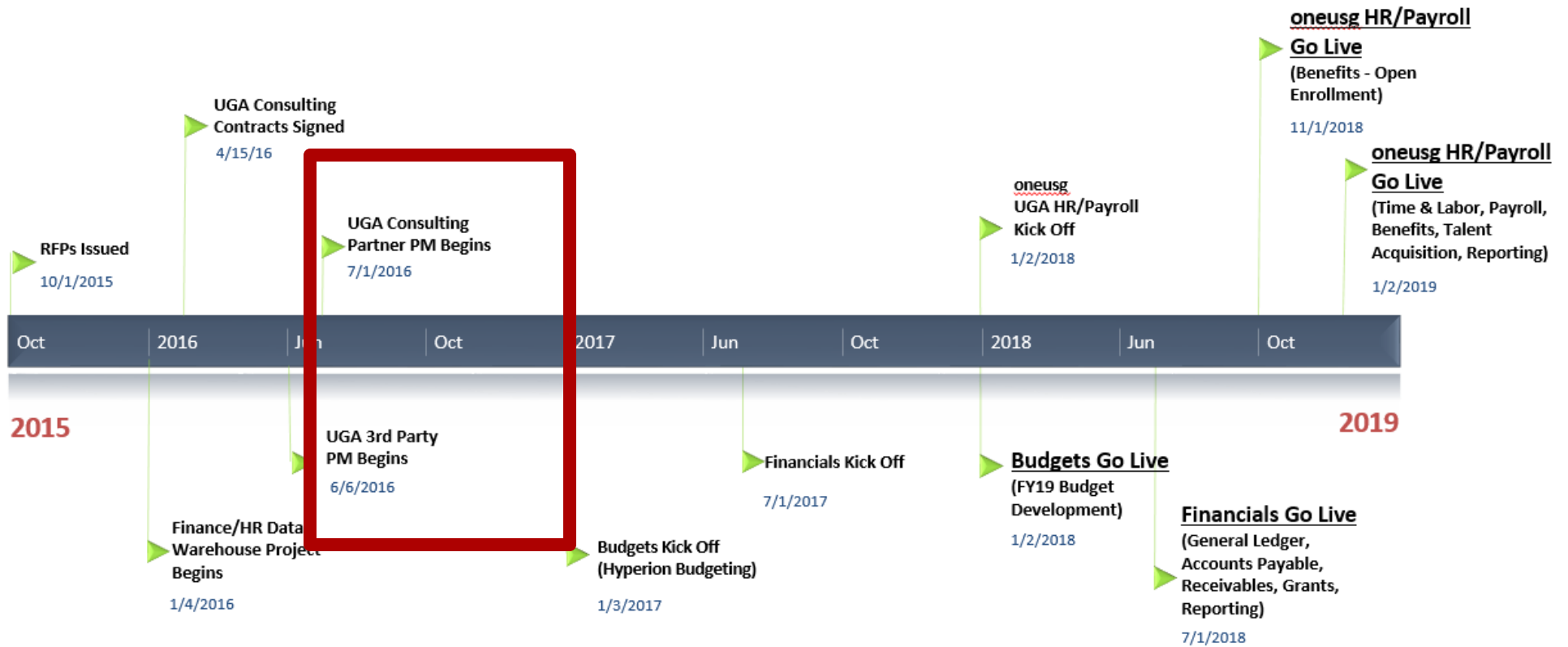
- **All faculty and staff**

through Payroll and Human Resources processes and self-service features

- **All offices**

through Financial & HR reporting, processes, and systems

OneSource Project Timeline



This Year:

Discovery & Budgets Kick Off



Fall 2016

- Chart of Accounts Decisions with USG
- OneUSG R1 Assessment
- Financials Fit/Gap - What components fit and what gaps need solutions?

Spring 2017

- Budgeting System Kick Off (1 year to Budget System Go Live)

Fall Discovery Sessions

- Huron Assessment: Key Integration Points Between Click (eResearch Portal) and PeopleSoft Grants
 - Final Report August 23
- Financial Discovery in two areas:
 - Procurement Scope – use of SciQuest (UGAmart) – early Sept
 - Chart of Accounts – Finalize Working Version – Oct 3
- Business Intelligence discovery
- IT infrastructure decisions and buildout
- Human Capital Management – OneUSG discovery sessions for Research / Land Grant needs

Q&A

Participation Survey

<http://bit.ly/partforum>

Project Feedback

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Project Director

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UNIVERSITY OF GEORGIA



OneSource

The University of Georgia's project to launch a new finance and human resources administration system that's integrated, efficient, modern and supports a data-driven environment

[Learn more >](#)



Overview

- [Guiding Principles](#)
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One Source



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THANK YOU!!

Terri Akers
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Ashley Bow
Sadie Brown
Lisa Catanese
Gail Chester
Chad Cleveland
Elisa Collins
Cathy Cuppett
Emily Czaplinski
Allison Davis
Maryann Deom
Ken Dover
Kim Eberhart
Laura Elder

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Lauren Holcomb
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Sunshine Jordan
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Mica Turner
Lindsey Van Note
John Varghese
Blake Waldrop
Kristy Walker
Bill Weyrich
Matt Whitley
Clayton Wilcox
Chris Wilkins
USG GeorgiaFirst
Staff

Chart Fields Overview

Current

- Fund (2)
- Function (2)
- Operation (1)
- Activity (1)
- Department (3)
- n/a
- Project (3)
- Total **12** digits
- Object Code (5)

New

- Fund (5)
- Function (5)
- Class (5)
- n/a
- Department (8)
- Operating Unit (3) *(if needed)*
- Project (10) *(if needed)*
- Total **36** digits
- Account Code (6)
- Budget Reference (4)

SpeedType 10



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UGA Account to PeopleSoft Chart String

Account number 1011GH168126-71400 or 10-11-GH168-126-71400 is broken down below and could become USG PeopleSoft **chart string 10500-11100-11000-11012000-1260000000-714100**

UGA Account Number Segments			USG Chart Field		
10	Resident Instruction	Fund	10500	Tuition	Fund
11	Instruction	Function	11100	General Academic Instruction	Function
G	General Operations	Operation	11000	General Operations	Class
H	Instruction	Activity	N/A		
168	Chemistry Department	Department Number	11012000		Dept ID
126	Curriculum Dev/Organic Chem	Project Number	1260000000	Curriculum Dev/Organic Chem	Project ID
71400	Supplies & Materials	Object Code	714100	Supplies & Materials Expense	Account

CHEM021



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Recommendation To Use The Class Code Chart Field for Foundation Accounts

Current UGA Account Number

Fund: 10 *Resident Instruction*
Function: 21 *Research Individual or Project*
Operation: R *Restricted*
Activity: R *Research*
Department: 208 *Vet Med Deans Office*
Project: 139 *Vet Med Alumni Fund*

PeopleSoft Chart String

Fund: 20200 *Restricted-Foundation*
Function: 12100 *Research-Individual or Project*
Class: 64VMA *Sponsored Operations – Private Vet Med Alumni Fund*
Department: 26012000 *Veterinary Medicine*
Project: *If needed*

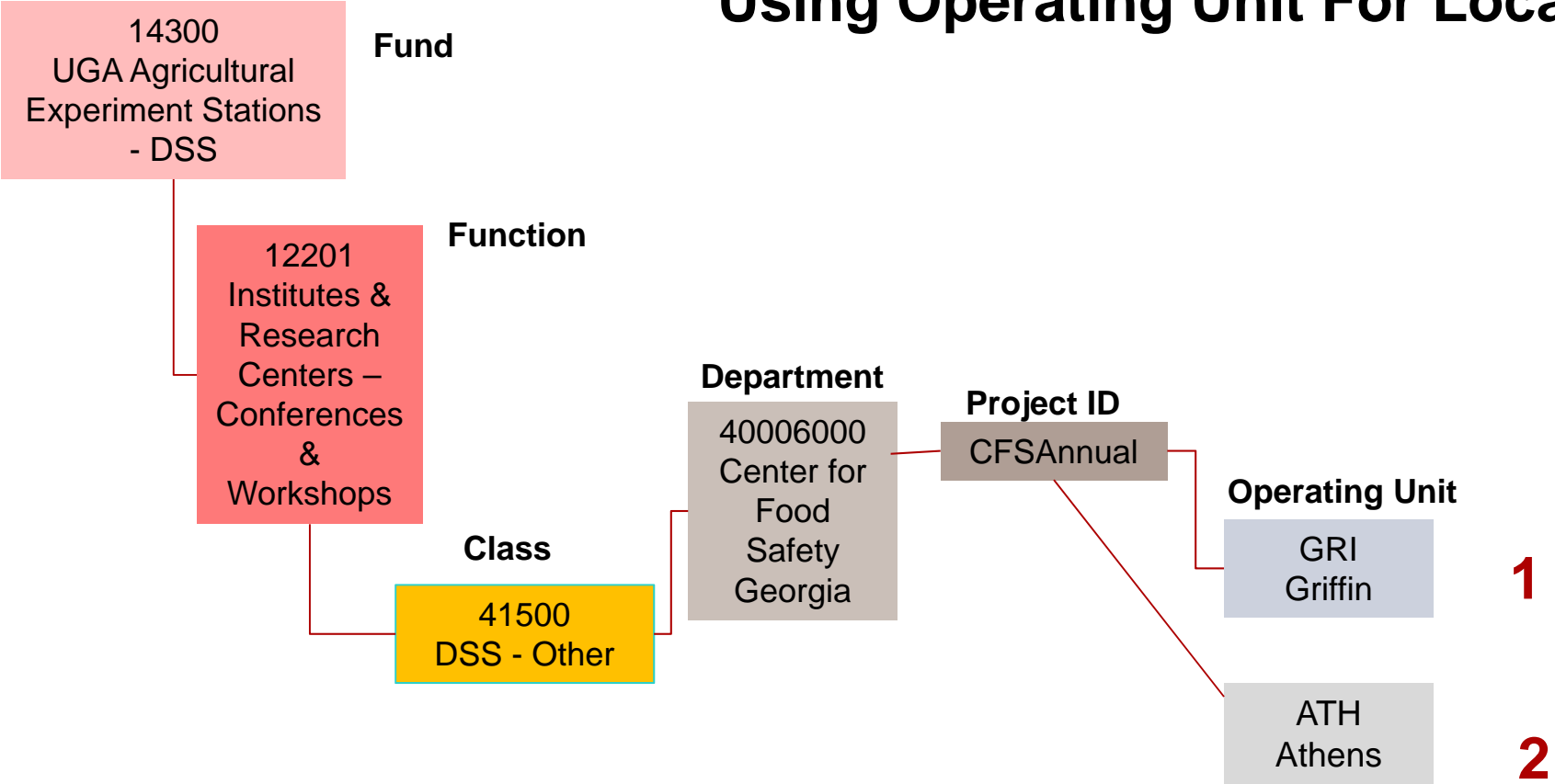
Recommendation To Use The Operating Unit Chart Field for Location

The operating unit chart field would be used to indicate location.

The recommendation for operating unit is a 3-digit alphanumeric chart field.



Conference & Workshop Example Using Operating Unit For Location



In this example two SpeedTypes could be created – one for each unique chart field combination.

Department

- A specialized academic or operational unit
- Responsible for one or more support functions or programs
- Combined with other ChartField values can form the basis for department budgets to track expenditures and revenues.

*Defined by UGA. Known as Department by USG
Recommendation is an 8-digit alphanumeric
chart field.*

Department

Units generally meet the following criteria to be considered a **department** when they:

- Have an ongoing business purpose and objective within the University
- Have an established control budget
- Have fiscal oversight by a responsible person
- May have positioned employees
- Represent workflow approval

Department

- Department values will be defined uniformly and consistently across the university
- Represent an independent organizational unit as defined in an organizational hierarchy
- Roll-up to various hierarchical levels such as Department, College, Organization, Division, Executive and Presidential

Department Examples

- **Human Resources**
- **Georgia Center Hotel**
- **Mathematics**
- **Sociology**
- **Economics**
- **Government Relations**
- **Auxiliary Services Administration**
- **Central Research Stores**
- **African Studies Institute**
- **Accounts Payable**
- **Undergraduate Admissions**

PeopleSoft Trees



Recommendation for Department ID

Department ID: **23003000** *Environmental Health Science*

- The first two digits will be numeric and will identify the major unit (college/school/unit)
- The next three digits will be numeric and will identify the department within the major unit (college/school/unit)
- The last three digits can be alphanumeric and can be used by the college/school/unit at their discretion.

Requests for the last three digits must be a unique value and meet the department ID definition.

Pros & Cons

Recommended Department ID Chart Field

- Pro – Users would be able to look at the first two digits of the department ID and immediately identify the college/school/unit.
 - This could also be helpful in running queries and for reporting.
- Con – The logical fashion of department order could be temporary. If a department moved to a different college then the logic would be broken.
- Pro – The structure allows units the flexibility to customize their department structure and add additional IDs as needed within the definition of department.

Project

- Generally: supports identification of transactions associated with capital projects or grants
- Provides for additional functionality unique to projects accounting (project life, defined period, defined activities, etc.) as defined in the PeopleSoft Project Costing module
- Can be used for both sponsored and non-sponsored purposes

*Defined by UGA know as Project Indicator by USG.
Recommendation is a 10-digit alpha/numeric chart field.*

Project/Grant

Characteristics of a project value typically include the following:

- Defined begin and end dates
- Designated budget or funding support
- Specific group of participants
- One time event or initiative
- May cross fiscal years
- May have distinct reporting requirements

Project

There are two **Project** specific ChartFields that are unique to the PeopleSoft Project costing module. Those are:

- PC Business Unit – An operational subset of an organization to organize project activity independently of the constraints of the standard accounting procedures for the financial posting and reporting of the organization.
- Activity ID – Identifies activities and specific tasks that make up a project.

Defined by UGA. The length of these fields is to be determined; they can be alpha/numeric: up to five digits for PC Business Unit and up to 15 digits for Activity ID.

Project Examples

➤ Grants

- NSF RF Ga Coast Eco
- RF Nanophotonic Tripp
- NIH RF Bordetella Harvi
- USDA/FS RF Clim Chng Adabrosi
- DC/NIH RF HPV Vaccine Simon
- MGH RF HIV Vaccines Wells

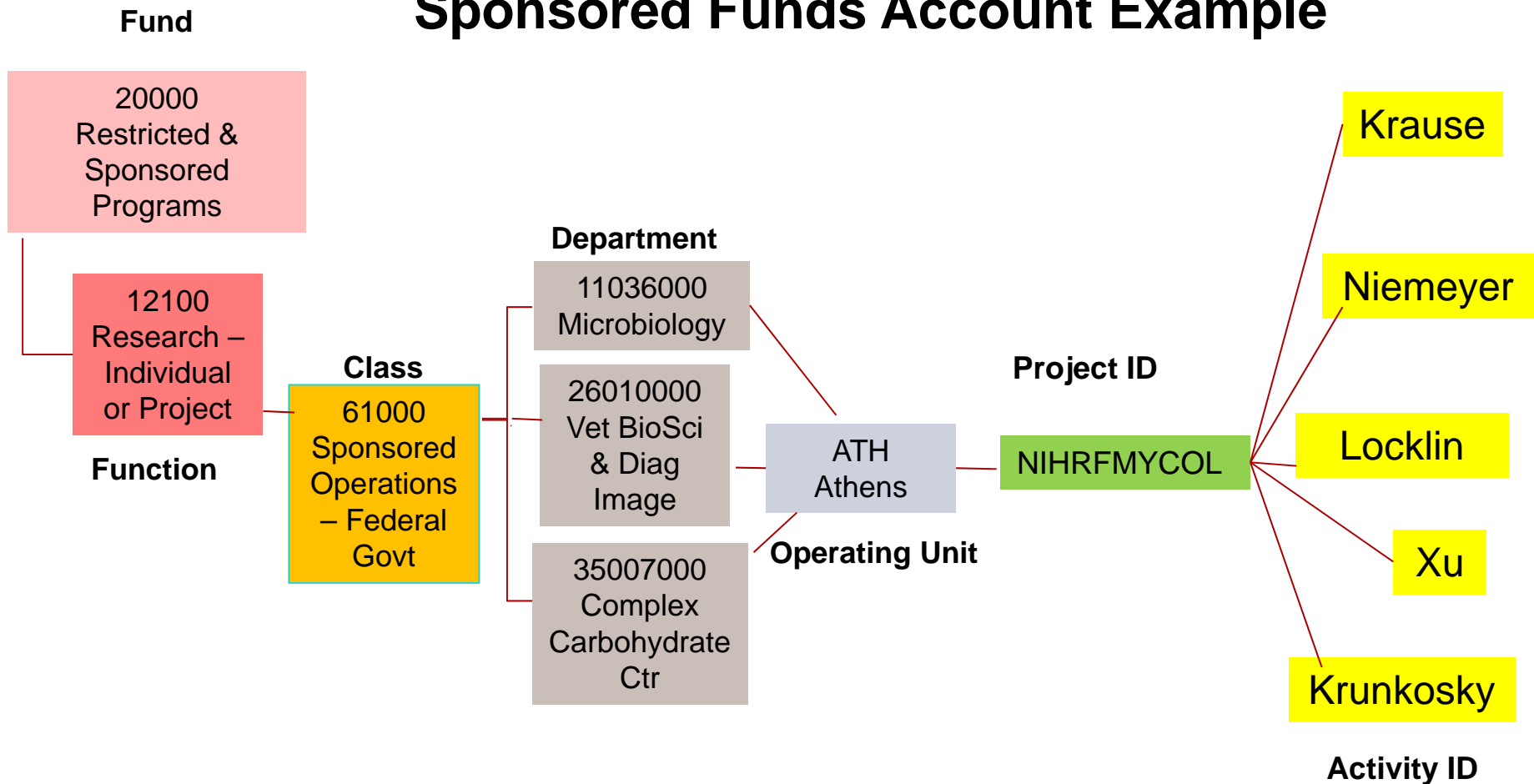
➤ Capital Projects

- Correll Hall
- Tate Center Food Service Renovations

➤ Non-Sponsored

- School/College Faculty Allocations
- Events (Graduation, Alumni, Student Groups)
- Initiatives (Experiential Learning)

Sponsored Funds Account Example



In this example 15 SpeedTypes could be created – one for each unique chart field combination (3 departments x 5 Activity ID).

Using Department ID or Project ID

Example of potential ways of tracking and grouping by department or project ID						
		Fund	Function	Class	Department	Project ID
1065DA196006	Special Events Operations	14100	16500	41100	12010SEO	
1065DA196804	Terry Events	14100	16500	41100	12010TEV	
1065GA196018	Terry Special Events	10000	16500	11200	12010TSE	
1065DA196125	Office of Marketing and Communication	14100	16500	41100	12010MKT	
1065GA196019	Marketing & Communications	10000	16500	11200	12010MKT	
OR						
1065DA196006	Special Events Operations	14100	16500	41100	12010000	SPECEVEOPR
1065DA196804	Terry Events	14100	16500	41100	12010000	TERRYEVENT
1065GA196018	Terry Special Events	10000	16500	11200	12010000	TERRSPEVNT
1065DA196125	Office of Marketing and Communication	14100	16500	41100	12010000	MARKETING
1065GA196019	Marketing & Communications	10000	16500	11200	12010000	MARKETING



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Public Comment Period

We would like to hear your thoughts on the Chart of Accounts design and the Department ID options. Please provide your input on the COA Design by using the survey at:

<http://bit.ly/COA913>

The survey will be available until 5pm on Monday September 26.

You can also email us your feedback at: onesource@uga.edu

If you have questions or examples you'd like to explore, please attend...

Drop-In Office Hours or By Phone

401 Caldwell Hall

706-542-9224

September 19 10:30am-Noon

September 21 10:00am – 11:30am

September 22 2:30pm-4:00pm



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Q&A

COA Public Forum Feedback

<http://bit.ly/COA913>

Project Feedback

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