

Title: Chart of Accounts Design Session #3

Date: August 25, 2016

Participants: Cliff Merkell, Lauren Holcomb, Ken Dover, Celise Elder, Sadie Brown, Chad Cleveland, Tamara Morton, Holley Schramski, Sean Rogers, Kenneth Little, Blake Waldrop, Sarah Franer

Topics discussed:

Item	Notes
Award ID and Project ID	<ul style="list-style-type: none"> Holley confirmed with Denise Metke (Huron) that: 1) the Award ID in <i>Click</i> should equal the Award ID in PeopleSoft and 2) the Project ID in <i>Click</i> should equal the Project ID in PeopleSoft.
Group Discussion	<ul style="list-style-type: none"> The group reviewed different situations where there might be a need to track University wide activities such as graduation or orientation. Several examples of how this could be tracked were explored by using the Project ID field. The flaw, of using the Project ID field to track University wide activities, is if these activities are funded by a Foundation account. (Because the Project ID for the Foundation has to be the Foundation account number.) The group explored the possibility of using an additional chart field to solve the flaw but decided that these types of scenarios were few and there are workarounds for these situations.

Action Items:

Item	Due Date	Person(s) Responsible
Provide an example of how the department numbers might look under our current Budget Organization structure.	As soon as possible	Kenneth Little
Create various examples of how the proposed chart strings would look by	08.26.2016	Celise Elder

converting some of our current accounts to the new COA structure.		
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Decisions:

Description	Person(s) Responsible
To recommend, at the first confirmation session, the 8-digit department number as outlined in the 08.24.2016 design session.	COA Team
To recommend, at the first confirmation session, the 10-digit project number as outlined in the 08.24.2016 design session.	COA Team
To recommend, at the first confirmation session, the 3-digit operating unit as outlined in the 08.24.2016 design session.	COA Team

Change Management Items:

Description
No change management items.

Parking Lot Items:

Description
Determine if there are activities that we want to track University wide (graduation, orientation, etc.).
The level of budgetary tracking and control.