Organization Overview

Organization Segment (Org)

The Organization Identifies who administers the funds, such as a Planning Unit or a department within a Planning Unit.

- Organization is the lowest level value of University structure.
- Planning Units can consist of multiple Departments and Departments can consist of multiple organizations.

Organization Structure

6 digit value defined as:

- Planning unit = first 2 digits
  - 10 – A&S
  - 14 – Engineering
  - 25 – HCOM

- Location = third digit
  - 0 – Athens
  - 1 – Dublin
  - 2 – Cleveland
  - 9 – Regionals
  - Primarily tracks activities of extension campuses

- Department & orgs = last 3 digits
  - Numbered and summarized by planning units

Organization Set Up

- Track departments with greater granularity
  - CURRENT CHART: Dean’s office may have one org but break out into multiple projects (Fundraising, Communications, IT Support, etc.)
    - Programs in the Dean’s Office were often tracked as projects
  - New Chart: Each group would be an org that would roll up to a Dean’s Office parent

- Financial Approvers
  - Specify approvers by Organization values or parent values, which will align the approval for spending with the organization that is authorized to administer the funds.
Need Help?

- For more specific details review the Account Code Structure page and the GL COA Quick Reference Guide.

- For account specific questions, please contact your CFAO or their delegate(s).