

To: RC Strategy and RC Technical Groups
From: Julie Allison
RE: Chart of Accounts (COA) Redesign Conference Call Summary
Date: September 28, 2015 at 1:00

On Monday, September 28, the RC Strategy Group participated on a conference call with representatives from Finance regarding the proposal received on the new Chart of Accounts design. The reason for the conference call was to explain the purpose of the October 6, 2015 meeting.

We have committed from the very beginning of the COA Redesign project that we would share information with you as it became available. During the week of September 21 our consultants presented their COA recommendations. These recommendations were informed by the campus interviews, the COA survey, higher education trends and best practices. On October 6, we will be meeting with you to discuss the following topics:

- Review the proposed segments and the purpose/meaning of each.
- Review the proposed structures and discuss the pros and cons of the segment order to ensure that they appear in the most useful and value added way for COA users.

Segment Discussion:

We plan to review each of the segments and the purpose/use of each. In addition, included in the proposed chart of accounts is a segment entitled FUNCTION. While we collectively need this segment for external reporting the user community may not yet be ready to code at the transaction level. As an example of the topics we will discuss, we want to hear your opinions on whether you feel that users are ready to populate the FUNCTION field or if we need to figure out how to auto fill until users are prepared to complete this at the transaction level.

Segment Order:

We want to share with you the proposed segment orders for the new chart of accounts and discuss the pros and cons of each. Centrally we can make most any segment order work. However, we want to be sure that we decide on an order that is the most valuable from an end user perspective. So please come prepared to share your thoughts and suggestions.

Others to Include in the Meeting:

As discussed on the phone call, we encourage each unit to bring one other person that can discuss the value of the order of the segments from the data/transaction entry perspective. Please do not bring any more than three representatives from your area (representation includes one RC Strategy, one RC Technical, and one Data Entry/Transaction Entry person). We need to keep the group manageable in size so that we can get through the discussion. There is a detailed list of invitees attached to the October 6 meeting so that you can see who is already invited to the meeting.

Please make every effort to attend the October 6 meeting. It is very important that we have your input and recommendations in hand before any final decisions are made on the new Chart of Accounts design.