

CHART OF ACCOUNTS MAPPING

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COA MAPPING EXERCISE

- Partnership between central and the planning units
- Collaborative – mapping is an iterative exercise
- Steps
 - ½ day workshop explain process, the tools, the definitions
 - ½ day workshop on planning unit mapping exercise
 - Subsequent follow sessions
- Partnering with you to work through your mapping



MAPPING

- Timeline – Month of May 2016
- Mapping
 - Definition of old account numbers (all segments) to new account numbers (all segments)
 - We will provide to worksheets to do this – can I get a screen shot of this?
 - We will provide definitions of segments
 - Examples of how segments are used so that you have specific reference materials (likely will come from the COAPG group)

TIP: If you know of accounts you can close by June 30 – please let us know. This will prevent us from posting future transactions against an old account in the new year.

REMINDER: All accounts must be mapped – including all old accounts in the system that have balances.



WHAT IS PROVIDED AND WHAT YOU NEED TO PROVIDE

- Entity - will be converted and you will need to review
- Source – will be converted and you will need to review
- Organization – Provide first 2 digits and the range of organization numbers for your planning unit
 - Things to be thinking about: New Orgn structure = Current Orgn structure? Do you have projects that might need to be a new Orgn? Any interest in creating any new Orgn's?
- Activity – Will work with COAPG to define “shared” activity codes. You will be provided the range of Activity codes for your planning unit but each planning unit will need to define use
- Function – Educational effort and we will work with you during mapping workshops
- Object Code – Will be converted old NA code to new Obj code for all planning units – no effort from planning units needed



TIME COMMITMENT

- General Education & Question Session – up to 3 hours
- Planning Unit Specific Work Session 1 – up to 4 hours
- Planning Unit Specific Work Session 2 – up to 4 hours
- Prelim Signoff of Planning Unit Values – up to 2 hours

- Total estimated commitment from each planning unit: 13 hours



SCHEDULING OF MAPPING SESSIONS

- Central resources are working to clear their calendars to create availability to attend and facilitate these sessions during the month of May.
- We will ask for your preferences for which week(s) would be best for your unit to be engaged in these discussions.
- We will compare your preferences with the central calendars and schedule your unit accordingly.
- Please be flexible as you can and prioritize these sessions.



NEXT STEPS

- Email on Friday, March 25 from COA@ohio.edu
 - ID who you want to participate in the mapping exercise
 - Time period when you and your staff are available to attend the first working session – due back by April 6, 2016
 - Who we work with to get your calendars scheduled in advance
 - Response comes back to COA@ohio.edu
 - Meeting with Academic Support Units the week of April 4th



QUESTIONS?

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