

Chart of Accounts enhancements planned

Council of Deans

July 12, 2022

Agenda

- Project Background
- What is the common CoA?
- What will change?
- How have we communicated these changes to campus?



Project Background

- What is the Chart of Accounts?
- UCOP mandated financial reporting changes
- Different cost options evaluated
- Primarily relying on internal staff labor in the Controller's Office, Supply Chain Management, and bIT with minimal assistance from external consultants

How is the CCoA different?

UCB CoA

Business Unit (5)	Account (5)	Fund (5)	Dept ID (5)	Function (2)	CF1 (6)	CF2	Sponsored Research Project Costing (PC Chartfields)		
							PC Bus Unit	Project	Activity
Business Unit identifies the two accounting entities.	Account classifies the nature of an accounting transaction indicating type of assets, liabilities, fund balances, revenue, expenditures, budget and operating transfers. Smart coded	Used to identify the source of funding and the related restriction or designation as to the source and use of money as well as reporting restrictions or designations. Smart coded	Dept ID identifies the lowest budgetary unit (also referred to as "cost centers") to which financial transactions are recorded.	Classifies expenses into natural classification categories by expense or budget provision type. Not used for Revenue or Balance Sheet accounts.	Optional field used to track activities that have a beginning and end date, involves multiple funds or is one of several similar activities within the same fund.	Optional field for departments to track activity that cannot be captured using other chart field (Dept ID, Fund, Account, etc.). Many use field to identify Principle Investigators or track revenues and expenses associated with conferences, special events, publications.	PC Business Unit identifies the two accounting entities the award is associated with (GM100 for UC Berkeley or GMJ00 if its associated with ANR/UCOP.	Tracks financial activity for a "body of work" that often has a start and end date and spans across fiscal years.	The funding period(s) mandated by the sponsor facilitating expense tracking by funding period (e.g. 01, 02, 03, etc.).

Future CCoA

Account	Entity	Fund	Dept	Function	Program	Project	Flex 1	Flex 2
Categorizes the nature of the transaction as a specific type of revenue, expense, asset, liability or fund balance.	Identifies the major operational unit within the University of California responsible for the transaction	Tracks spending restrictions and designations and to categorize net position for external reporting	Represents the academic or operating unit responsible for, or affected by, a given transaction	Designates the purpose of the transaction as it applies to both internal and federal/other external reporting requirements	Associates transactions with a formalized set of on-going system-wide or cross-campus / location activities	Tracks financial activity for a 'body of work' that often has a start and end date and spans across fiscal years		Classifies transactions by activity or initiative in a way that no other segment can provide

Where are we with the Project? What will change? How does it impact me?

- Biggest change will be behind the scenes (i.e. data processing)
- Local UCB Chart of Accounts enhancements necessary to comply with UCOP requirements
 - Program codes added to CF1 for systemwide program costs
 - Business Unit reporting via DeptID changes
 - PC Chartfields for C&G/capital projects
 - New accounts created
- Project Status – 62% of tasks complete

Change Management

- Open office hour forums (June – August)
- Various website properties on the Controller's Office website
- CCoA project website
- Various E-mail communication blasts
 - DFL Weekly
 - Communications to DFLs, BFS Business Users, Berkeley Regional Services, BearBuy users, select DFLs in schools that manage systemwide programs, etc.

Questions?



Supplemental information

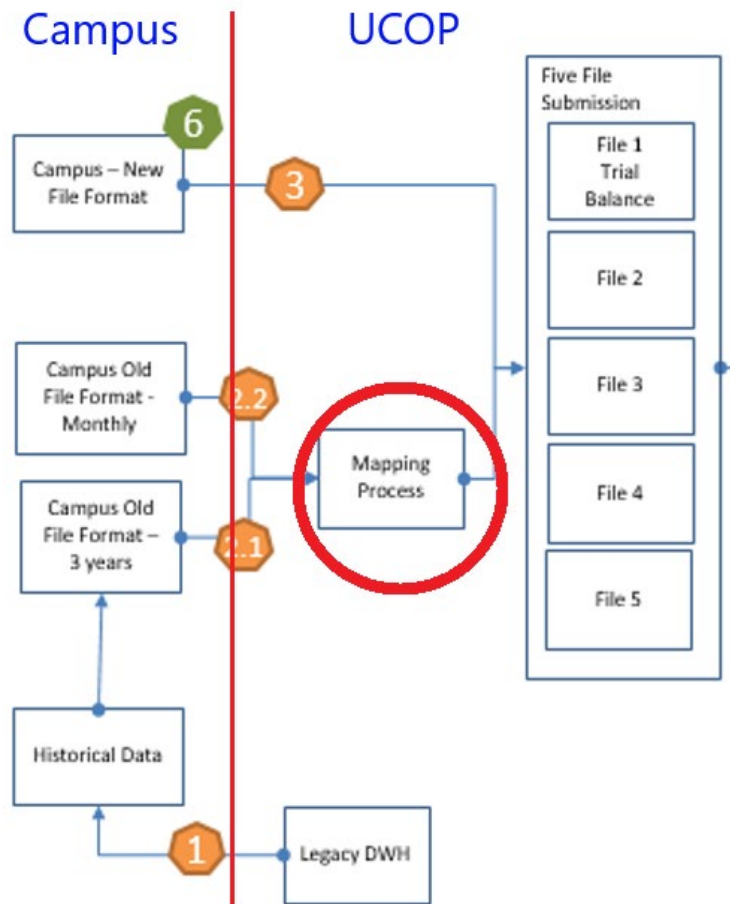
CCoA chart elements

	Account	Entity	Fund	Department	Function	Program	Project	Flex1	Flex2
Definition	Categorizes the nature of the transaction as a specific type of revenue, expense, asset, liability, or fund balance	Identifies the major operational unit within the University of California responsible for the transaction	Tracks spending restrictions and designations and to categorize net position for external reporting	Represents the academic or operating unit responsible for, or affected by, a given transaction	Designates the purpose of the transaction as it applies to both internal and federal / other external reporting requirements	Associates transactions with a formalized set of on-going system-wide or cross-campus / location activities	Tracks financial activity for a 'body of work' that often has a start and end date and spans across fiscal years	Classifies transactions by activity or initiative in a way that no other segment can provide	
Use	What?	Who?	How?	Who?	Why?	Why?	Why?	Why?	
Required/ Conditional	Always Required	Always Required	Always Required	Always Required	Sometimes Required	Sometimes Required	Sometimes Required	TBD by Each Entity	
Institutional Use	Shared / Unique	Mandatory and Non-mandatory	Shared / Unique	Unique	Shared	Shared	Unique	Unique	

Excerpt from Figure E: High level overview of the CCoA chart elements and definition from Common Chart of Accounts Final Report issued March 26th, 2014 by Huron for the University of California.

Data Processing Framework

- Berkeley will assume UCOP's Data mapping/translation responsibilities in the future
- Pros:
 - Minimal impact to campus users
 - Lowest cost option to UCB
- Cons: Increased workloads in BFS (system business analysts) and the functional teams



Local CoA enhancements

- ANR will be added as a **business unit** for UCOP reporting requiring changes to **DeptID** to accommodate new requirements.
- Adding new 9xxxx series of **Accounts** for intercampus transactions and 59xxx **Accounts** for intracampus/internal recharge expenses
- New codes will be added to CF1 values to track systemwide programs (CCoA **Program** chartfield)
- Renamed formally known program code field to **Function**
- Enhanced reporting capabilities
- New account values for enhanced reporting of intercampus transactions
- Enhanced reporting capabilities for systemwide programs, currently embedded within dept expenditures
- Minimal impact to campus other than naming convention change. CalAnswers will need to be updated for name change

Examples of Systemwide Programs

- **Natural Reserve System**
- CA Institute of Quantitative Biosciences (QB3)
- Center for Information Technology Research in the Interest of Society (CITRIS)
- Multicampus Research Units (MRU) - White Mountain Research Center, Institute of Transportation Studies
- UC Humanities Research Institute
- Global Health Sciences
- Clinical and Translational Science Institute
- Safety Programs
- UC Education Abroad Program
- **Agricultural Experimental Station**
- COSMOS
- **CalTeach**
- Presidential Initiatives (Carbon Neutrality Initiative, **Public Service Law Fellowship, Global Food Initiative**, Presidential Public Service Fellowship, UC National Center for Free Speech & Civic Engagement, Undocumented Students Initiative)
- **Student Academic Preparation and Education Partnership (SAPEP)**