

DATA ADMINISTRATION
University of Kentucky Information Resource Management
Project Request Form PRF - 00038

Start Date 7/7/2003	Received 7/7/2003	Status Completed
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Title Department Code Reorganization

Sector Senior VP for Administration

Dept Office Controller & Treasurer

Requested By Dale Austin

Ph: 7-1596

Email: col003@email.uky.edu

SectorUnitAffected All

System FRS

SubSystem

Type

II

Mandates

Regulatory/Statutory	No	UK Strategic Indicator(s)	No	Accreditation Requirements	No
		University-Wide Needs	Yes	Other	No

Requirements/Issues Effective July 1, 2003, significant changes are being made to the organization structure of the University as the institution moves to the Provost model of administration.

Reference #s

Description The department code supporting many of the areas involved in the reorganization is a critical component of many systems and operations of these departments. There would be major effects on systems internal and external to the academic areas being affected by this reorganization if their department codes were changed. It has been decided to NOT change the department codes relating to Medical Center academic areas and the Hospital. This means that, generally speaking, those accounts relating to departments 7A-7Z and 71-79 will not change. Other areas being affected by the reorganization, including areas whose department code was in the 70xxx range (the MC Chancellors office ,MC PPD, and other support areas), will have department number changes made as necessary.

Additionally, there are changes being made to create a new Executive Vice-President for Health Affairs (EVPHA). The EVPHA will be responsible for the Hospital departments (71-79), some administrative accounts to be determined, and possibly some clinical operations, also to be determined. Again the Hospital departments will not be changed. A new vice-presidential area (Hxxxx) will used to represent the EVPHA.

Finally, there are some organizational changes in the Finance and Administration area.

The area budget officers are working to identify the accounts that are moving to other departments, as well as any distinct positions or fixed dollars that are being moved to other parts of the organization. Once these changes have been specified, a spreadsheet of all changes will be sent to Roxanne McLetchie for her review, and then to Dale Austin to make the changes in FRS and HRS. The goal is for Dale to have this data on July 11th.

As part of this arrangement, a request is that a new 1-byte element be created and displayed on screens U02, U16, U18, U03, U04, U50, and U81 screens. This element will be used as a high-level aggregation element, and will be called "organizational area". It can be propagated electronically for the original load, and then will need to be maintained as part of the account maintenance process. This element will provide the ability to aggregate the accounts that are no longer able to be grouped together by department code or account number.

Please add this element to the SL and GL records, and display it on the above mentioned screens. Transaction formats to support modifying the sl and gl elements in batch will need to be provided.

Key Issues

Costs Costs associated with IT programming.

AvailableFunding None beyond existing IT personnel budget.

Funding Requirements Unknown.

Benefits Ability to aggregate the accounts that are no longer able to be grouped together by department code or account number.

Deadline July 27, 2003

Risk Agreement must be reached on the department and account changes noted above.

Policy/Procedure None.

Suggested Priority High.

Steward Mathews, Marc

StewardApproval 7/7/2003

Dir IRM 1st Review 7/8/2003