Dear Colleagues,

We recently shared details on the chart of accounts initiative that is underway to make the chart more user-friendly and better serve the university. The improvements we currently are making, in partnership with Chancellor and central unit leaders, include: better controls; better education, guidance, and support; and policies to ensure best use of the chart of accounts.

Your input already has helped us reduce the number of Unit-Division-Organization (U-D-O) chart of accounts combinations from approximately 6,000 to a more manageable quantity. To date, we have identified approximately 2,100 valid U-D-O combinations. With fewer accounts to manage, we expect to have a smaller number of errors, and fewer reconciliations to perform.

In the coming weeks and months, we will implement internal and system controls to ensure FY2019 will have accurate and easily reportable data. We will finalize policies and procedures, and put rules into place that will prevent the use of invalid general ledger string combinations. We will host open forums and webinars where you will hear from senior leaders and project team members, and be able to ask questions about the changes.

Chart of Accounts Changes That Will Occur

- Implement sub-ledger accounting rule changes that will ensure project cost and revenue transactions post to the U-D-O combination that is setup on the project. Other changes include the automation of freight and miscellaneous charges on Accounts Payable invoices, and Facilities and Administration (F&A) revenue distribution.

- Implement cross validation rules that will ensure chart segment combinations are valid and correct by systematically rejecting incorrect combinations. Changes to employee charging instructions in PeopleSoft, and existing purchase orders in RU Marketplace that violate these rules will be required eventually.

- Update sponsored and non-sponsored projects with valid and correct data to ensure more accurate and consistent projects-to-general ledger accounting, specifically revenues and expenditures on projects will follow the project accounting set up.

- Adopt and enforce accounting policies and procedures that will provide better guidance on specific types of financial transactions. The first wave of policies to be rolled out will include expense recovery, transfers and faculty funds set up.

- Reclassify and fix balances, and delete invalid strings from the system after we clear the balances in all 10 segments of the chart of accounts.

- Update the descriptions of all chart of accounts segment values to be more intuitive.

We will continue to post updates and resources to the [Controller's Office website](#) that also are accessible from the [Budget Office](#) and [Cornerstone](#) websites.

We recognize that you will have questions about the changes and how you will be affected by them. We encourage you to attend the open forums, participate in the webinars, become familiar with the online resources and reach out to us – we need your support, engagement and input in this process. If you have questions or suggestions, please contact your unit's business manager, a Chancellor unit or central business representative, a member of the Advisory Group, or the Budget Office at budget@finance.rutgers.edu.

Regards,

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