

9-19-16

Good Morning,

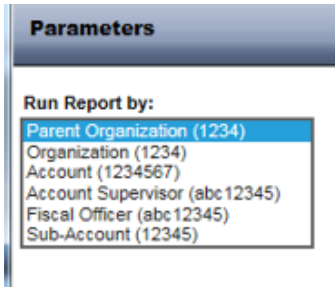
As a reminder, the new University hierarchy has now been loaded into KFS. The new 8-tiered structure replaces the previous 5-tiered structure.

Previously in KFS	Core-CT
(U) University	(U) UOC-PRES – University
(E) Executive Level	(4) UOC-DIVS – Division
(V) Division/Unit	(5) UOC-VP-CAB – VP / Cabinet
(D) Department	(6) UOC-AVP-DN – AVP / Dean
(B) Sub-Department	(7) UOC-DISGRP – Grouping/Assoc Dean
	(8) UOC-DEPT – Department
	(9) UOC-SBDPT1 – Sub-Department 1
	(T) UOC-SBDPT2 – Sub-Department 2

Two different views of the new organizational structure are available on the Office of Budget and Planning website through the following link <http://budget.uconn.edu/university-organizational-structure/>. In the Organizational Chart view, a blue shaded box represents an area that has other organizations reporting to it.

**Reporting:**

The standard KFDm reports have been updated to include an additional filter which will allow users the flexibility to select a specific organization (*Organization (1234)*) or all organizations which report to it (*Parent Organization (1234)*).



The attached file offers a sample comparison of the old and new views of an organization.

A few of the changes you will notice:

1. Organizations no longer start with a 0.
2. The highest level of each organization can have accounts assigned to it.
3. Departments at Level 8 must have a unique head assigned, otherwise the organization moves down to Level 9 or 10 (T).

Remember that if you have custom WebFOCUS reports using the previous level hierarchy, you will need to update them to pull the new hierarchy information.

**Support and Questions:**

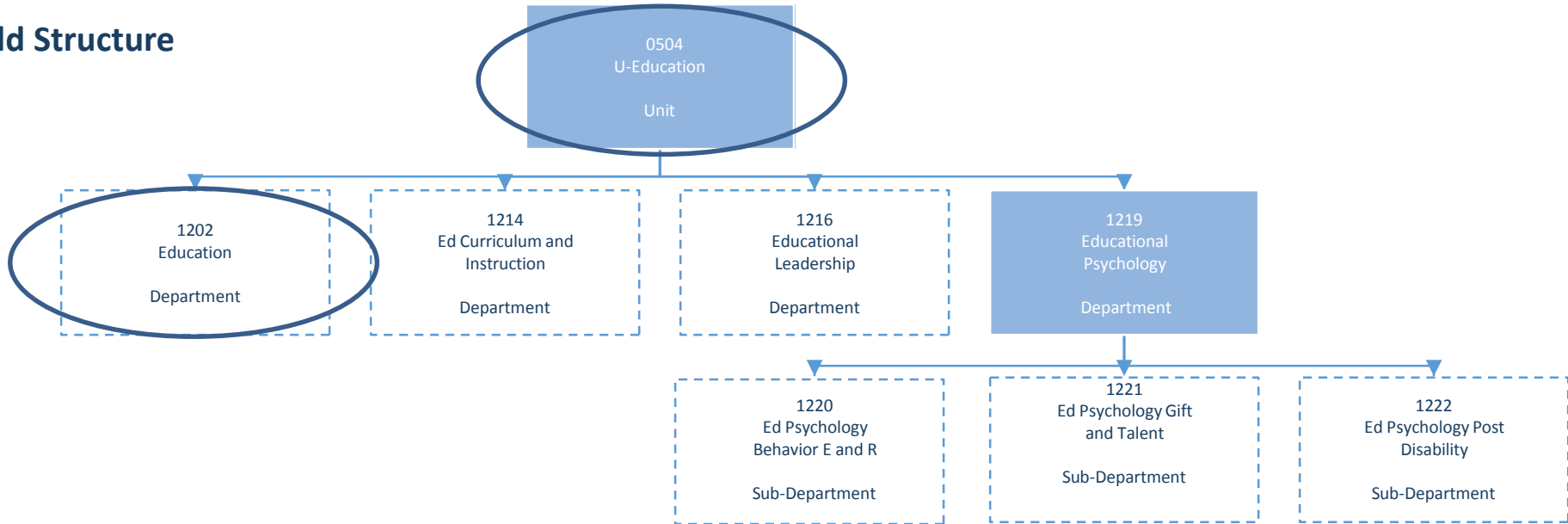
If you encounter any KFS problems resulting from this change, please contact the Finance Systems Team through the UITs Help Center at 860-486-4357 or enter a ticket at <http://serviceit.uconn.edu>.

If you have any questions on the specific assigned levels or the new structure of your organization, please contact Reka Wrynn at [reka.wrynn@uconn.edu](mailto:reka.wrynn@uconn.edu).

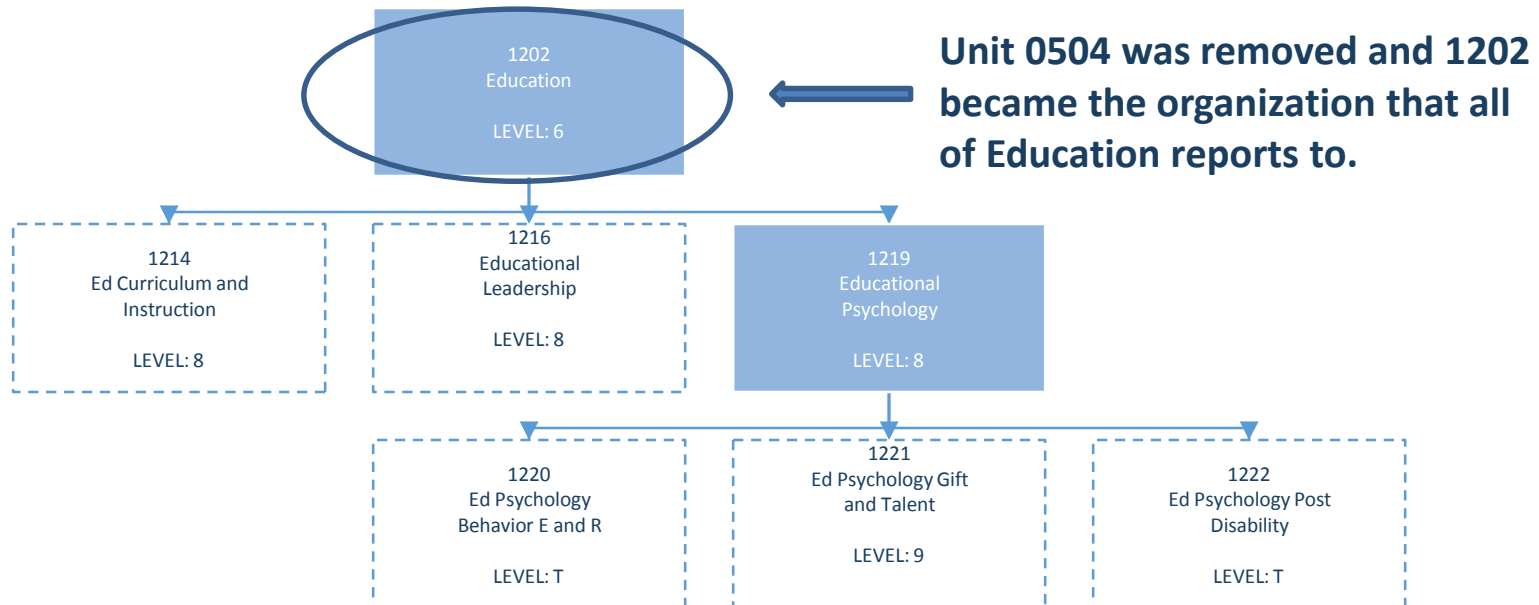
Information on how to request organizational changes in the future will be communicated separately.

# UConn - Sample Organizational Structure

## Old Structure



## New Structure



A blue shaded box represents an area that has other organizations reporting to it.