

University Planning Committee Meeting

Annual Report 2024-2025

Committee Charge: This committee shall review the University planning processes and consider their potential outcomes. The committee may provide on behalf of the Senate an evaluation and review of specific issues and activities related to institutional advancement.

2024/2025 University Planning Committee Members:

- *Amvrossios Bagtzoglou, Co-Chair - Engineering, Civil & Environmental
- *Bonnie Burr, Co-Chair - CAHNR, Extension
- *Oksan Bayulgen, CLAS
- *Christian Brueckner, CLAS
- *Beth Ginsberg, CLAS (Stamford Campus)
- *Justin Rogowski, Law Library
- *Del Siegle, Neag School of Education
- Maria Groza, UPDC
- Kanwardeep Sandhu, Undergraduate Student
- Dan Schwartz, Office of the Provost (Ex-Officio Member)
- Julie Schwager, OVPR
- Tyler Sowers, Undergraduate Student

*Senate Member 2024/2025

Summary: The University Planning Committee has been working on identifying on how to best bring issues and areas of interest to the Senate for additional review and input. We are looking at how the UPC can identify university committees that may not normally share findings with the Senate and improve communications between these committees and the Senate. The UPC reviewed several challenging issues this past year.

Mail - Andy Kelly shared that of the two mail positions in his office have employees out for various reasons, which has impacted mail services. He added that he has been raising concerns about staffing levels in the mail office for at least a year, fearing a situation such as the one we are facing now. Since these staffing leaves and the subsequent impact on mail services, the CFO's office approved two new positions, which has been reduced to one approved position for hire by the PRC, and the role is currently being filled. One current

employee returned as of 10/7 and mail would be delivered once/week (as opposed to some weeks with no delivery). Mail delivery has resumed at various levels across campus.

Parking – Continues to be an issue with many complaints about lack of area 2 parking. Due to construction projects Lot Y is now fully Area 2 staff parking (it used to include some student commuter spots). This is an increase of 320 Area 2 parking spots. He added that Lot N (in front of Science 1) which used to be Area 1/Premium Commuter, is now just Area 1. Lot R behind SFA is also Area 1. He added that all lots are being constantly evaluated to calculate need and make adjustments accordingly. Regarding enforcement, Mr. Kelly shared the enforcement team is fully staffed for the first time since the COVID-19 pandemic which has been a great help. Concerns were raised about handicap parking cost, availability, and enforcement on the Storrs campus and shared concerns about parking on the Stamford campus. With regard to handicap parking, Andy Kelly shared that enforcement is consistent for these spots and towing is also allowed and added that there are handicap spaces available in Area 1, 2, 3, etc and that the costs associated with these spots are by area, but not exclusively within Area 1. Mr. Kelly suggested regional parking questions be referred to the respective Campus Directors for Operations for additional discussion.

Travel (Concur) update - Joseph Thompson shared they continue to work through the “Points of Pain” identified by the Travel committee from the previous academic year. The Travel Committee had identified 30 points of pain and of those 15 are policy related. They broke those down with 7 being related to process and configuration and 8 that can be addressed through education and clarification.

Purchasing - focus of this session to be on grants. Reports showed there appeared to be a complicated and time-consuming processes for purchases and contracts and there were issues with grants due to long wait times to process requests for purchases with regard to specific grant needs. Challenges also arose with regard to using university-approved contracted vendors instead of other vendors who may be more appropriate for a grant and the length of time it can take to get vendors to apply and be approved for use by UConn. Joseph Thompson shared a PowerPoint presentation which summarized overall procurement concerns, including how UConn must comply with state requirements within its processing systems. Chris Robinson presented on how research and grants purchases interact with the procurement office, and the requirements for state and federal funding, particularly when it comes to single source purchases. Joe and Chris are willing to work with individuals who have specific issues, please reach out to them.