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Agenda and attachments, September 27, 2012

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University of
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T R U S T E E S

VOL. 120 SEPTEMBER 27, 2012

**MEETING OF THE BOARD OF TRUSTEES
UNIVERSITY OF CONNECTICUT**

AGENDA

University of Connecticut
Rome Commons Ballroom
South Campus Complex
Storrs, Connecticut

September 27, 2012

BOARD OF TRUSTEES SCHEDULE OF THE DAY

9:00 a.m.	Academic Affairs Committee Meeting
9:30 a.m.	Financial Affairs Committee Meeting
10:30 a.m.	Board of Trustees Meeting
12:30 p.m. (anticipated)	Student Life Committee Meeting

BOARD MEETING AGENDA

Call to order at **10:30 a.m.**

OPEN SESSION

1. Public Participation
2. Chairman's Report
 - (a) Matters outstanding
 - (b) Minutes of the meeting of August 8, 2012
 - (c) Consent Agenda Items:
 - (1) Contracts and Agreements for the Storrs-based programs and the Health Center (Attachment 1)
 - (2) Annual Report of the Endowed Chair Program Entitled "Aetna English Chair in Writing" (Attachment 2)
 - (3) Travel and Entertainment Policies and Procedures - Revised (Attachment 3)
 - (4) Tenure at Hire (Attachment 4)
 - (5) Designation of Emeritus Status (Attachment 5)
 - (6) Sabbatical Leave Recommendations (Attachment 6)
 - (7) GE Endowed Professorships in Advanced Manufacturing in the School of Engineering (Attachment 7)
 - (8) Establishment of the Biomedical Engineering Department in the Schools of Engineering, Medicine, and Dental Medicine (Attachment 8)
 - (9) Naming Recommendation for the Dr. Donald N., Class of 1954, and Gail Maynard Student Lounge in the College of Agriculture and Natural Resources (Attachment 9)
 - (d) Election of Board Secretary

3. President's Report
4. Academic Affairs Committee Report
 - (a) Report on Committee activities
 - (b) Informational items:
 - (1) Financial Conflict of Interest in Research (Attachment 10)
 - (2) Five Year Review of Academic Centers and Institutes (Attachment 11)
5. Financial Affairs Committee Report
 - (a) Report on Committee activities
 - (b) Items requiring Board discussion and approval:
 - (1) Revised Allocation of Bond Authorizations as set forth in the Eighteenth Supplemental Indenture (University of Connecticut General Obligation Bonds) (Attachment 12)
 - (2) Deferred Maintenance/Code/ADA Renovation Lump Sum Expenditures and Equipment Expenditures (Attachment 13)
 - (3) Signature Authority for Board of Trustees Review of Contracts – Revised (Attachment 14)
 - (4) Project Budget (Planning) for Garrigus Suites – Rear Stairway/ Sidewalk Repair (Attachment 15)
 - (5) Project Budget (Planning) for North Eagleville Road Area Infrastructure Repair/Replacement and Upgrade (Attachment 16)
 - (6) Project Budget (Planning) for Student Health Services Building (Attachment 17)
 - (7) Project Budget (Planning) for the UConn Health Center Research Tower – Incubator Lab Addition to the Cell and Genome Sciences Building (Attachment 18)
 - (8) Project Budget (Design) for the UConn Health Center Main Building Exterior Façade Joint Sealant Replacement (Attachment 19)
 - (9) Project Budget (Final) for the Atwater Building – Roof Replacements (Attachment 20)
 - (10) Project Budget (Final) for Gant Building Renovations (Attachment 21)
 - (11) Project Budget (Final) for Pedestrian Safety Improvements – Phase I (Attachment 22)
 - (12) Project Budget (Final) for Repair of Water Tank #2 (Attachment 23)
 - (13) Project Budget (Final) for Shippee Dining Hall Renovations (Attachment 24)
 - (14) Project Budget (Final) for the UConn Health Center Ambulatory Care Center (Attachment 25)
 - (15) Project Budget (Final) for the UConn Health Center Demolition – Lower Research Campus (Attachment 26)

- (16) Project Budget (Final) for the UConn Health Center Detention Basin Dredging Maintenance (Attachment 27)
 - (17) Project Budget (Revised Final) for Arjona and Monteith (New Classroom Buildings) (Attachment 28)
 - (18) Project Budget (2nd Revised Final) for Pedestrian Safety Improvements – Hillside Road (Attachment 29)
- (c) Informational Item:
 - (1) Project Budget (Revised Final) for Bishop Renovation – Various Improvements for Academic and Student Services Activities (Attachment 30)
- 6. Health Center Report
 - (a) Report on Health Center activities
- 7. Joint Audit and Compliance Committee Report
 - (a) Report on Committee activities
- 8. Buildings, Grounds and Environment Committee Report
 - (a) Report on Committee activities
- 9. Construction Management Oversight Committee Report
 - (a) Report on Committee activities
- 10. Student Life Committee Report
 - (a) Report on Committee activities
- 11. Institutional Advancement Committee Report
 - (a) Item requiring Board discussion and approval:
 - (1) Named Gift Guidelines (Attachment 31)
 - (b) Development Progress Executive Summary (Attachment 32)
- 12. Committee on Compensation Report
 - (a) Report on Committee activities
- 13. Executive Session anticipated.
- 14. Adjournment

PLEASE NOTE: *If you are an individual with a disability and require accommodations, please call the Board of Trustees Office at 486-2333 prior to the meeting.*

EXIGENT PROCUREMENT CONTRACTS / AWARDS - NEW FOR APPROVAL

PROJECT NO. 901743 - BISHOP RENOVATION FOR DIGITAL MEDIA

CONSTRUCTION SERVICES

No.	Contractor	Contract No.	Approval Amount	Term	Fund Source	Program Director	Purpose
1	O & G Industries, Inc.	901743	\$283,823	09/21/12-11/30/12	UCONN 2000	Matthew Larson, Director of Procurement Services	Contractor will provide exigent construction services for renovations to the <u>Bishop Center</u> building located at the Storrs Campus in support of the relocation of the Digital Media. <i>This request meets the exigent requirements to ensure renovations are complete for new faculty and staff members.</i>

PROCUREMENT - NEW

TUITION DISCOUNT PROGRAM CONTRACT

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Purpose
1	United Technologies Corporation	NA	\$82,500 <i>Estimated</i>	07/01/12-06/30/14	Tuition Funds	Mun Choi, Int. Provost and Exec. VP for Academic Affairs	On June 28, 2012 Board adopted the <i>Tuition Discount Policy</i> that provides a 5% graduate school tuition discount to companies who have spent at least \$1 million in graduate and undergraduate tuition in the prior fiscal year. UTC meets this requirement with receipts totaling \$1,564,100 for FY12 from UTC employees enrolled in programs at the University of Connecticut. The discount applies only to students enrolled in graduate programs. During last year \$1,101,000 of the UTC total was from graduate programs. A 5% discount last year would have amounted to \$55,050. UTC has stated that participation in their scholars program may increase employee participation by 50%. Therefore, the projected cost to the University of the UTC tuition discount in FY13 may be approximately \$82,500 and UTC's total UConn tuition expenditures are anticipated to remain well above the \$1 million threshold.

EXECUTIVE SEARCH SERVICES

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Purpose
1	Korn/Ferry International	UC-11-KJ060410	\$1,750,000	10/01/10-09/30/13	Multiple Sources	Aliza C. Wilder, Director of Human Resources	Provide executive search services for all University locations for executive level, senior officers and/or professional staff searches. One of ten firms selected as a result of a publicly advertised RFP. Initial term of contract three (3) years with options to extend for two (2) additional one (1) year terms for a total of five (5) years. Each firm will be called upon individually as necessary. Current contract value includes anticipated expenditures through FY13.

PROCUREMENT AMENDMENTS

CHARTER TRAVEL

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Total Expenditures to Date as of 08/28/12	Expenditures FY12	Expenditures FY11	Purpose
1	New England Flight Watch LLC DBA CharterSearch	UC-09-KJ082208	\$1,000,000 [Contract Previously Approved at \$2,860,000; Total New Contract Amount \$3,860,000]	02/01/09-06/21/13	Auxiliary Sources	Warde Manuel, Director of Athletics	\$2,823,470	\$948,395	\$966,002	Provide air charters for the Division of Athletics, (predominately for football and basketball team charters for transporting teams, coaching staff and equipment). This is the result of a publicly advertised RFP. The initial term of the this contract is for one (1) year with options to extend for four (4) additional one (1) year periods. Amend to increase by \$1,000,000 for total new contract value of \$3,860,000.

CONTRACTS AGREEMENTS
FOR APPROVAL
September 27, 2012

** REVISED **

PROCUREMENT AMENDMENTS (CONTINUED)

CONCESSIONS - REVENUE GENERATING

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Total Expenditures to Date as of 08/28/12	Expenditures FY12	Expenditures FY11	Purpose
1	Sodexo Operations LLC	UC-07-KJ020806	\$900,000 [Contract Previously Approved at \$2,418,000; Total New Contract Amount \$3,318,000]	11/01/06-05/31/13	Auxiliary Sources	Warde Manuel, Director of Athletics	\$2,372,880	\$404,880	\$429,327	Provide concession services for all on-campus varsity sporting venues. This is the result of a publicly advertised RFP. The initial term of the contract is for five (5) years with three (3) additional two (2) year periods. Amend to increase by \$900,000 for total new contract value of \$3,318,000.

EVENT STAFFING

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Total Expenditures to Date as of 08/28/12	Expenditures FY12	Expenditures FY11	Purpose
1	Contemporary Services Corp.	UC-KA051908-8	\$251,000 [Contract Previously Approved at \$1,198,000; Total New Contract Amount \$1,449,000]	09/01/08-08/31/13	Multiple Sources	Matthew Larson, Director of Procurement Services	\$1,122,000	\$244,000	\$313,000	Provide event staffing services for athletic events as well as other University events such as commencement. Initial term is one year with three (3) one (1) year extensions ending 8/31/13. Amend to increase by \$251,000 for total new contract value of \$1,449,000 through 08/31/13.

IT CONSULTING SERVICES

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Total Expenditures to Date as of 08/28/12	Expenditures FY12	Expenditures FY11	Purpose
1	The Tri-Com Consulting Group LLC	09ITZ0047	\$2,000,000 [Contract Previously Approved at \$2,000,000; Total New Contract Value \$4,000,000]	02/01/09-01/31/13	Multiple Sources	Nancy Bull, Vice Provost, Information Technology	\$1,788,954	\$967,000	\$321,955	Provide IT Professional Services to include consultants for UITS Help Desk, Network and Security, Wireless Design and FAMIS upgrade under State contract 09ITZ0047. Amend to extend through 01/31/13 to align with State's contract extension and increase by \$2,000,000 for a total new contract value of \$4,000,000.

PROCUREMENT AMENDMENTS (CONTINUED)

TELECOMMUNICATION CABLING/EQUIPMENT

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Total Expenditures to Date as of 08/28/12	Expenditures FY12	Expenditures FY11	Purpose
1	ComNet	MA-B-05-021	\$0 [Contract Previously Approved at \$16,567,476; Contract value remains the same]	05/15/07-09/22/14	Multiple Sources	Matthew Larson, Director of Procurement Services	\$855,521	\$38,938	\$558,499.00	Department of Information Technology Telephone Cabling Contract; Multi-vendor award contract. Contract for inside copper cabling for wiring multiple University buildings. Contract is part of the Network Master Plan. Amend to extend through 09/22/14 to align with State's contract extension. Contract value remains the same.
2	Valley Communications	MA-B-05-019	\$0 [Contract Previously Approved at \$16,126,379; Contract value remains the same]	05/15/07-09/22/14	Multiple Sources	Matthew Larson, Director of Procurement Services	\$1,786,059	\$152,174	\$513,510.00	Department of Information Technology Telephone Cabling Contract; Contract MA B-05-019 (Telecommunications); DOIT Cabling Contract. Multi-vendor award contract. Contract for inside copper cabling for wiring multiple University buildings. Contract is part of the Network Master Plan. Contract value remains the same. Amend to extend through 09/22/14 to align with State's contract extension. Contract value remains the same.

UTILITY PLANT SERVICES

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Total Expenditures to Date as of 08/28/12	Expenditures FY11	Expenditures FY10	Purpose
1	Array Systems, LLC	UC-08-SA042007-1	\$0 [Contract Previously Approved at \$3,605,000;] Contract value remains the same.	08/01/07-12/31/12	Operating Fund - General	Kenneth Egeberg, AVP Architectural, Engineering and Building Services	\$2,304,232	\$412,375	\$463,172	Contract to provide infrastructure upgrades for Programming, Maintenance and Installation of electrical instrumentation and distributed control systems for Central Utility Plant and Co-Gen Facility. Amend to extend contract for an additional two (2) months through 12/31/12. Contract value remains the same.

LEASES FOR APPROVAL

UNIVERSITY AS LESSEE


No.	Lessor	Annual Amount Payable	Term	Fund Source	Program Director	Purpose
1	Baltimore Row, L.P.	\$60,625	10/01/08-01/31/18	Research Fund	Alexandria Roe, Director of University Planning Professor Seth Kalichman	Amendment to current lease to add approximately 200 square feet of office and lab space located at One Baltimore Place, Suite 180, Atlanta, GA. The lease end date is extended for an additional 5 years. Four parking spaces are included in the rent. The leased premises shall serve as a University of Connecticut Psychology Department community-based research site. The program of research is currently funded by \$4+ million in National Institute of Helath support for HIV/AIDS prevention and treatment research.
2	Farmington Exchange, LLC	\$177,000	10/01/12-09/30/17	Operating Fund - General	Mark Siraco, Director, Graduate Medical Education	Lease to provide 9,799 rentable square feet of leased space at the Farmington Exchange, Suite 262, Farmington, CT for Occupation Medicine.



University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray 
Executive Vice President for Administration and Chief Financial Officer

RE: Annual Report of the Endowed Chair Program Entitled "Aetna English Chair in Writing"

RECOMMENDATION:

That the Board of Trustees approve the 2012 report on the Aetna English Chair in Writing.

BACKGROUND:

The English Chair in Writing is under the direction of Professor Lynn Bloom and is funded jointly by the UConn Foundation and the Office of Higher Education Investment Fund. It was established during the 1988-89 fiscal year as authorized by C.G.S. Section 10a-20. Subsection (f) of the statute states that "the Board of Trustees shall submit annual reports to the Office of Higher Education concerning the endowed chair expenditures."

The 2012 annual report consists of a financial report and a narrative report by Professor Bloom.

Attachments

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University of Connecticut
*Office of the Associate Vice President of
Finance and Budget*

Lysa Teal
Associate Vice President

DATE: August 29, 2012

TO: Richard Gray
Executive Vice President for Administration and Chief Financial Officer

FROM: Lysa Teal 
Associate Vice President of Finance and Budget

RE: English Chair in Writing

Enclosed is a financial report for the English Chair in Writing Program, under the direction of Professor Lynn Bloom, for fiscal year ended June 30, 2012. The report provides the separate financial operations of the program managed by the University and the UConn Foundation, along with the combined total. The combined expenditures for fiscal year 2012 totaled \$50,508.83 as follows:

<u>Expenditures FY Ending June 30, 2012</u>	
University	\$ 49,553.27
Foundation	<u>955.56</u>
Total Expenditures	<u>\$ 50,508.83</u>

Professor Bloom has provided a narrative of the writing program's operation for fiscal year 2012, which is also enclosed. Section 10a-20a (f) of the Connecticut General Statutes requires an annual report approved by the University's Board of Trustees to be submitted to the Office of Higher Education for the Endowed Chair in Writing.

Additional notes are provided on the financial report disclosing the year-end balances of the Foundation and OHE endowment funds.

Thank you for your assistance in this matter. If you should have any questions or need any additional information, please do not hesitate to contact me.

CE/lch

Enclosures

c: L. Bloom
C. Eaton
K. Edwards
D. Brockway

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University of Connecticut and
University of Connecticut Foundation
Endowed Chair in Writing
Fiscal Year Ending June 30, 2012

	University	Foundation	Combined Total
Beginning Balance as of July 1, 2011	\$99,961.74	\$56,417.78	\$156,379.52
<u>Revenue</u>			
Pooled Endowment Income Allocation	0.00	32,141.50	32,141.50
Transferred From UConn Foundation	25,000.00	(25,000.00)	0.00
TOTAL REVENUE	25,000.00	7,141.50	32,141.50
<u>Expenditures</u>			
Salary & Wages	500.00	0.00	500.00
Printing and Binding	1,495.97	0.00	1,495.97
Sundry Operating Services	12.04	0.00	12.04
Conferences and Meetings	2,203.09	238.51	2,441.60
Travel	1,493.32	0.00	1,493.32
Outside Professional Services	7,600.00	0.00	7,600.00
TOTAL Contractual Services	12,804.42	238.51	13,042.93
Office Supplies	1,639.90	286.52	1,926.42
Books	50.00	430.53	480.53
TOTAL Commodities	1,689.90	717.05	2,406.95
Fringe Benefits	44.95	0.00	44.95
Student Aid Fees	34,514.00	0.00	34,514.00
TOTAL Sundry Charges	34,558.95	0.00	34,558.95
TOTAL EXPENDITURES	49,553.27	955.56	50,508.83
Ending Balance as of June 30, 2012	\$75,408.47	\$62,603.72	\$138,012.19

This endowed chair is not supported by any University funds, but the University maintains accounts which receive revenue from the Foundation and the Office of Higher Education. These University accounts disburse the funds in support of the program including all funds transferred from the University of Connecticut Foundation (Foundation) and the Office of Higher Education. There were no transfers from the Office of Higher Education in fiscal year 2012. The first column above summarizes the University's revenue and expenditure activity for this chair. The Foundation also disburses certain expenses directly to third parties on behalf of the University as included above in the second column in fiscal year 2012.

The English Chair in Writing has funds held at the Foundation and the Office of Higher Education. The Foundation endowed fund was established with a gift of \$506,989 (amount permanently restricted) in 1988 and was valued at \$814,231 at June 30, 2012, which included accumulated gains/losses on the original gift. The spendable portion of the Foundation endowed fund was \$62,604 as of June 30, 2012. The Office of Higher Education endowed fund was established with \$500,000 of state funds and is invested in the Endowed Chair Investment Fund (managed by the State Treasurer). The interest earned on this fund supports the Aetna English Chair in Writing. The value of this fund was \$506,712 at June 30, 2012, including principal of \$500,000 and interest of \$6,712.

Annual Report

Aetna Chair of Writing, 2011-2012

The Aetna Endowment enhances the University's efforts to encourage excellent student writing and excellent teaching of writing throughout the UConn system, the State of Connecticut, the nation, and internationally. This funding has contributed substantially to the growth, visibility, and contributions of UConn's writing programs to the state and nation over the past twenty-three years. Further information is available at <http://aetnachairofwriting.uconn.edu>.

University:

Freshman English. The Aetna Chair of Writing co-sponsored the seventh annual Conference on the Teaching of Writing, "Representing Teaching and Writing Subjects," on April 5, 2012. This conference has grown steadily in scope and attendance, 125 conferees in contrast to 87 in 2010. Featured presentations by some sixty graduate students, Writing Center associates, writing tutors (graduate and undergraduate), and faculty from UConn (including Storrs and regional campuses), Yale, U of Hartford, Rhode Island College, Northeastern, UMass Boston, Worcester State, Emerson College, SUNY New Paltz, Bloomsburg University, Fairleigh Dickinson University, Lehigh, Old Dominion University, U of Central Arkansas; and high school faculty from E.O. Smith (Storrs CT) and Hall High School (Hartford). Keynoter Joseph Harris, Duke University, gave an engaging illustrated analysis of "Dead Poets and Wonder Boys: Writing Teachers in the Movies." Program available at <http://fe.uconn.edu/instructors/conference/program.php>.

Undergraduate Writing at UConn Regional Campuses. Since 2002, Writing Directors have been appointed at each of the Regional Campuses: Pamela Bedore (Avery Point), Scott Campbell (Hartford), Ellen Carillo (Waterbury), Serkan Gorkemli (Stamford), and Kathy Knapp (Torrington). Aetna funding has enhanced various programs such as Academic Integrity Week and faculty development workshops (Waterbury) and the Freshman Book project (Torrington). In past years, aided by Aetna funding, the Litchfield County Writers' Project (LCWP)—currently under reorganization—has showcased local writers such as Roxana Robinson and the late Frank McCourt, bringing statewide and regional visibility to the Bloomsbury-esque LCWP.

Creative Writing. The Aetna Endowment supports publication of the award-winning *Long River Review* (student literary magazine); and the Long River art awards for art/photography (Alan Huck) and graduate writing (Joseph Darda). Aetna funded the short-term writer-in-residence for Aryn Kyle (fiction) and Shara McCallum (poet); the Graduate Creative Writing work-in-progress grant (Kristina Reardon); Poetic Journeys (poetry on campus buses); and a host of speakers and guest teachers. The ninth Aetna Celebration of Creative Nonfiction was held on March 1st with readings by nonfiction writer David Gessner and student prizewinners—graduate Abbye Meyer and undergraduate Alyssa Palazzo—and recognition of another undergraduate prize winner, Scott Allison.

University Writing Center. In 2011, the University Writing Center was awarded a "Writing Program Certificate of Excellence" by the Conference on College Composition and Communication, an honor of national distinction. Aetna Endowment funding helps the Writing Center to sustain its "rich, complex, and ambitious program touching multiple aspects of students' writing lives." Thus the Aetna Endowment funds books for the Center's professional development library, visiting scholars presenting workshops, tutor staff training, and an annual Writing in the Disciplines contest, now in its third year. From among over one hundred entries in twenty departments the following prizes were awarded: Humanities: Zachary W.S. Langlois (history) and Shepherd Stearns (English/African-American Studies), honorable mention, David Schwegman (history/human rights); Sciences: Karen Ren (ecology and evolutionary biology), honorable mentions to Anna Goodheart (physiology and neurobiology), David Robitaille (chemistry and chemical/materials/and biomolecular engineering) and Stehanie Marie Tornaquindici (animal science); Social Sciences: Danielle Millar (nursing), honorable mention, Olivia Bogucki (human development and family studies).

For two years, the Aetna Endowment provided seed funding for the Writing Center, partnered with the Connecticut Writing Project, to inaugurate peer-tutoring Writing Centers in four Connecticut high schools and a

related conference of high school writing centers at UConn, Storrs. In 2011, with these programs well underway, Aetna funding of \$300 again supported the Fall Writing Conference in October. This conference drew 150 participants: high school student tutors and prospective tutors, their high school and middle school teachers, UConn undergraduate and graduate tutor/mentors, and some University faculty. Students from E.O. Smith, Windham Middle School and Windham High School gave presentations on their now up-and-coming Writing Centers.

In 2011-12, Aetna provided \$500 in seed funding for a Faculty Writing Retreat. Tom Deans, Tom Long (Nursing) and Robin Genier (Education) organized a one-day retreat in early January at the CT Museum of Natural History. It filled to capacity (30), mostly with junior faculty; participants were pleased, generating a surprising amount of writing in six hours. Building on this success, Pam Bedore used the remainder of the money to hold an additional faculty retreat at Avery Point in May 2012. Two one-day Graduate Student Writing Retreats are planned for next year.

Graduate Programs. The graduate courses in Autobiography (as a literary genre and as a mode of writing) and in Rhetorical Theory and Composition Research were inaugurated in 1988-89 and have been augmented since 2002 by a variety of rhetoric and composition courses in Classical and Modern Rhetoric such as "Writing Across and Beyond the Curriculum" and the team-taught "Research Methods in Composition Studies," as well as other graduate creative writing courses in nonfiction and essay writing. The UConn Composition and Rhetoric faculty has been strengthened with the recent appointments of Writing Center directors Deans and Tonry (Storrs), and the Regional Campus Writing Directors identified above.

In 2012, Abbye Meyer received the Aetna Teaching Award. Aetna Endowment funds send students to professional conferences; this national exposure has helped numerous students who have served as Writing Program administrators to receive tenure track jobs.

Critical and Freshman Essay Prizes. Now in its twenty-second year, the annual Aetna Critical Essay Writing Prize Award evening has evolved into a particularly happy and festive gathering of faculty, students, parents, administrators, and Aetna Fellows. On October 27, 2011, Margaret Breen, Professor of English, spoke on "Writing and Responsibility." Six Aetna student prizewinners read from their works: graduate students Jeremy DeAngelo (first prize), Leah Schwebel (second prize), Pamela Swanigan (third prize), and freshman winners Kaley Kruger (first), Coree Charette (second), and Emili Mahon (third). Honorable mentions went to graduate students Joanna Huckins MacGugan, Lalia Khan, Christiana Salah, and Amber West. Leanne Ryder received the McPeck scholarship. Connecticut Writing Project Teacher writing awards went to Sheila Murphy, Jon Andersen, Jane Cook, Bernie Schreiber, Kisha Tracy, Eric Maroney, Lynn Frazier, and Tiffany Smith. Jacqueline Goldman won the Milton R. Stern American Studies Essay Prize.

Publications. Aetna Endowment funds and collaboration among student writers, teachers, editors, designers, Aetna student interns and the Writing Specialist's manuscript preparation have made possible the publication of *Essay CONNections*, compilations of UConn Freshman English Prize Essays. The first four volumes are available in hardcopy: 1990-94 (103 pp.); Vol. 2 1995-98 (128 pp.); Vol. 3, 1999-2002 (132 pp.); Volume 4, 2003-06 (176 pp.). In 2010, financial constraints caused us to switch to online publication, beginning with Volume 5, 2007-2010. Free copies of the hardcopy volumes are distributed at UConn-sponsored writing conferences and to all teachers of UConn freshman English at all UConn campuses to provide exemplary models for successive freshman classes. Copies may be obtained from Lori.Corsini-Nelson@UConn.edu. Online copies may be downloaded at the Aetna Chair of Writing website (www.aetnachairofwriting.uconn.edu).

State of Connecticut:

Connecticut Writing Project. UConn's Connecticut Writing Project is the only site in the nation with an endowment, a half million dollars generously provided by the Aetna Foundation (begun in 1985), with matching funds from the State Office of Higher Education. This support is literally a matter of life or death, for in April 2011 federal support of the National Writing Project's 209 sites, including UConn's site, was eliminated in budget reduction measures effective in Fiscal Year 2012. A smaller amount of funding from competitive grants may be available in 2013, but again this year Aetna support has been crucial.

For the past twenty five years, the Aetna Chair of Writing Endowment has provided \$24-30,000 to fund the Connecticut Writing Project five week Summer Institute for teachers. Thanks to the Endowment, this support--\$25,000 in the summer of 2012--will continue. This will provide 15 Fellowships for four graduate students (two in English, one in secondary English education, another in elementary English education), two veteran teachers pursuing degrees in Bilingual Education and in Gifted and Talented Education, several additional K-12 teachers, and one community college faculty member.

It is particularly important for the future of the Connecticut Writing Project (CWP) that Director Jason Courtmanche was reappointed in 2010 for a second three year term, his work validated by both internal reviews and CWP external reviewer Nancy McCracken (Kent State U). McCracken noted the CWP's selection of well qualified Summer Institute Fellows, financial stability, and successful collaborations with area schools and with UConn's Writing Center, Freshman English and Creative Writing programs, the Neag School of Education, and Teachers for a New Era.

New England, Nation, and International Activities:

Composition Studies Conferences. Aetna funding supported the UConn Conference on the Teaching of Writing in April 2012, and conferences sponsored by the Connecticut Writing Project and the Writing Center (for all, see respective categories above).

National Outreach. Dr. Bloom serves on advisory boards of *a/b: Auto/Biography Studies*, *JAC*, the *Journal of Basic Writing*, and on the Board of Directors of the National Archives of Composition and Rhetoric. In March 2012 her research career was highlighted at a featured session at the national meeting of the Conference on College Composition and Communication, St. Louis, where she also collaboratively led a writing workshop on creative nonfiction.

Research. Aetna funding has contributed to the research of the twenty one books and one hundred ten articles that Dr. Bloom has published since arriving at UConn in 1988, including *The Seven Deadly Virtues and Other Lively Essays: Coming of Age as a Writer, Teacher, Risk Taker* (U of South Carolina Press 2008); and *Writers Without Borders: Writing and Teaching Writing in Troubled Times* (Parlor Press 2008), and *The Essay Connection* (10th ed 2013). Aetna funding has also supported Dr. Bloom's ongoing research. This year she served as guest editor of an issue of the *American Book Review* (Jan. 2012) devoted to "The Future of the Essay," to which she contributed "Essay Hunger—Devouring Essays in the Twenty-first Century." Other current publications include "The World According to North—and Beyond: The Changing Geography of Composition Studies" (*Contemporary Perspectives on the Making of Knowledge in Composition*); "Playing With Wendy" (*Composing Ourselves as Writer-Teacher-Writers*); and "Feeding Hunger: Three Things I take for Granted About Food—and Shouldn't" (*Symploke*).

Conclusion. Endowment funds, supplemented by a small amount of interest from the matching state grant, have enabled us to sustain the myriad of activities identified here on the \$55,000 budget for FY 2012. These have been aided by Lori Corsini-Nelson, Administrative Services Specialist for the writing programs, her position funded by the CLAS Dean's office. The University of Connecticut can be justifiably proud of the activities of its undergraduate and graduate students and faculty in rhetoric and composition on state, regional, national, and international levels, made possible in part by the Aetna Chair of Writing Endowment.

Respectfully submitted,

Lynn Z. Bloom
Aetna Chair of Writing
Board of Trustees Distinguished Professor
April 16, 2012

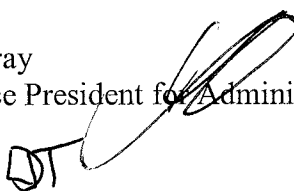


University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Financial Officer

Lysa D. Teal 
Associate Vice President of Finance and Budget

RE: Travel and Entertainment Policies and Procedures – Revised

RECOMMENDATION:

That the Board of Trustees approve the attached revised Travel and Entertainment Policies and Procedures to become effective November 1, 2012.

BACKGROUND:

The Travel and Entertainment Policies and Procedures were last revised in 2008. These policies recognize and support the need for faculty, staff, and students to travel for conferences, events, and other purposes that further the reputation of the University and enhance the productivity of the University community. These policies and procedures also provide guidance for those instances where faculty and staff find it important to entertain guests.

In addition, these policies set forth rules and procedures that balance the University's legitimate travel and entertainment needs with sound stewardship of public resources; along with the goal to respect and safeguard our travel privileges and funds by practicing fiscal, ethical, and public responsibility. These revised policies and procedures have been reviewed and recommended for approval by the President's Cabinet as well as the Board of Trustees Joint Audit and Compliance Committee.

Attachment

An Equal Opportunity Employer

352 Mansfield Road Unit 2122
Storrs, Connecticut 06269-2122

Telephone: (860) 486-3455
Facsimile: (860) 486-1070



DRAFT The University of Connecticut DRAFT
Travel and Entertainment
Policies and Procedures



University of Connecticut

Office of Travel Services,
Accounts Payable Department
New Central Warehouse Building, 3
North Hillside Road, Unit 6220
Storrs, CT 06269-6220

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PURPOSE

The University of Connecticut (University), here defined as all programs except the Health Center, recognizes and supports the need for faculty, staff, and students (undergraduate and graduate) to travel for conferences, events, and other purposes that further the reputation of the University and enhance the productivity of the University community. Likewise, the University may also find it important to entertain guests.

University business includes travel and entertainment related to activities such as program accreditation, student assessment, academic programming, clinical placements, presentations at or participation in conferences, professional development, fundraising, continuing education, travel related to an employee's official duties, and many other important activities that support the intellectual and operational endeavors of the University.

At the same time, as a State agency, we must respect and safeguard our travel privileges and funds. We must practice fiscal, ethical, and public responsibility. This policy sets forth rules and procedures that balance the University's legitimate travel and entertainment needs with sound stewardship of public resources.

This policy addresses the most common aspects of University business travel and entertainment. It cannot contemplate every situation that might arise, however. Travelers and administrators with questions should contact their supervisor or the Office of Travel Services for guidance before they arrange their travel.

This policy applies to all University employees, students, and guests, including recruits and job candidates. It applies to individual, group, and team travel.

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GENERAL GUIDELINES

Employees can be reimbursed for travel and entertainment expenses related to legitimate University business. To be reimbursed, expenses must be reasonable and appropriate to the circumstances.

Students should follow the same policies for University employees, with the exception of those provisions in Collective Bargaining Agreements that apply to particular employees. Students are reimbursed at the same rate as unclassified employees.

ELIGIBLE FOR REIMBURSEMENT

With appropriate justification and documentation, travelers can be reimbursed for coach airfare, standard railroad tickets, conference registrations, mileage, tolls, lodging, meals, car rental, parking (elsewhere than Bradley International Airport), and other relevant business expenses. For domestic out-of-state travel, travelers may receive reimbursement for expenses for one travel day preceding a conference and for one travel day following a conference.

This policy explains in more detail what may be reimbursed and how, and also sets forth exceptions and restrictions that may apply. Travelers and administrators should contact the Office of Travel Services if they have any questions about what may be reimbursed.

A goal of these policies is to generate cost savings for the University. If a traveler can document a cost saving measure, which would otherwise be violating these policies, the Office of Travel Services will review the expenditure and, most often, support and reimburse the cost saving measure.

In rare cases, exceptions to these policies may be warranted. The Provost, Executive Vice President for Administration and Chief Financial Officer, or the Athletic Director may review and grant exceptions. The Office of Travel Services will report all exceptions to the President's Office.

NOT ELIGIBLE FOR REIMBURSEMENT

Employees are responsible for getting to and from work each workday. Employees will not be reimbursed for mileage associated with their normal commute. Moreover, when an employee travels from their home to an off-site business destination (including an airport or a rail station), only the difference between the mileage to the off-site destination and the mileage of the employee's normal commute is eligible for reimbursement. That is, employees must deduct the mileage of their normal commute when they claim mileage for travel to a business destination.

Employees will not receive reimbursement for theater tickets, guest meals, entertainment, and similar expenses if the expenses do not relate directly to University business.

Travelers will not be reimbursed for personal items, including newspapers, magazines, prescriptions, toiletries, laundry services, childcare costs, pet boarding fees, credit card interest or late fees, hotel and airline membership fees, or parking for personal travel.

Travelers will not be reimbursed for parking fines, traffic violation tickets, towing charges, or other vehicular fines.

Travelers will not be reimbursed for trip cancellation or other private insurance. International medical insurance is provided by the University through HTH Worldwide for 185 days (6 months) . Travelers are responsible for securing international travel insurance after the 185th day.

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In addition, travelers will not receive travel reimbursement for participation in events that are not related to their University work or activities. Moreover, travelers will not be eligible for reimbursement for University-related travel expenses if they are paid an honorarium, stipend, monetary fee or receive a gift in exchange for their participation in the event. The traveler may instead choose to waive any such honorarium, stipend or gift or have it paid directly to the University and then they would be eligible for travel reimbursement in accordance with the travel policy.

REIMBURSEMENT APPROVAL

To avoid actual or apparent conflicts of interest, and to ensure proper separation of duties, employees may not approve payment or reimbursement for their own expenses, expenses of a close relative, expenses related to an event in which they participated, or expenses of an individual to whom they directly or indirectly report. Employees' travel and reimbursement requests are subject to approval at the next highest organizational level. Therefore, travel and/or entertainment expenses must be approved by the person to whom the employee reports or their authorized delegate. Thus, Deans approve expense reports and reimbursements for Department Heads and other direct reports. The Provost and President approve expense reports and reimbursements for Deans, Vice Provosts, Vice Presidents, and other direct reports. The Board of Trustees or their designee approves the President's expense reports and reimbursements. To be reimbursed, all travelers must retain and submit original receipts. Specific requirements for airfare, rental car, meal, lodging, and entertainment reimbursement are provided in the applicable Policies and Procedures section.

Procedure

To be reimbursed, travelers should complete a Travel Reimbursement Form and submit it and all required documentation to the Office of Travel Services within fifteen days of returning from a trip. Reimbursements submitted later than 60 days after travel is complete will not be paid without Department Head, Director, or Dean approval, as appropriate.

Travelers must document actual expenditures. To do so, travelers must attach all *original* vouchers and receipts for all expenditures, regardless of the dollar amount, to the Travel Reimbursement Form. Photocopies or facsimiles are not considered original receipts and travelers must substantiate photocopies by including an Exception to Policy Form, signed by the appropriate Dean, Vice President, or the Provost.

To avoid processing multiple claims for mileage reimbursements for very small amounts, travelers should combine mileage from multiple trips in one claim so that the total reimbursement due is at least \$25.00.

Appendix C includes relevant travel reporting and reimbursement forms.

For further information, The Provost's Office provides additional travel guidance at http://web2.uconn.edu/provost/?page_id=2122

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PART 1: PLANNING AND APPROVAL

1a. AUTHORIZATION TO TRAVEL

Travelers must obtain approval to travel out-of-state or internationally prior to departure. Approval is required for all travel on official business, including travel that is at no cost to the University. Approval is not required for travel on personal business, such as travel related to approved consulting activities or while on vacation.

Procedure

To obtain approval to travel, a traveler must submit a Travel Approval Form. The Travel Approval Form may be completed online at <https://secure.workflow.uconn.edu/opTravelRequest/>. Detailed instructions for the Travel Approval Form are available on the Travel website:
http://www.travel.uconn.edu/forms/Travel_Approval_System_Overview.pdf

The Travel Approval Form will be routed to the traveler's Department Head, Dean, Director (or their designee), as appropriate, for approval. In addition, for departments that report to the Provost, the Provost's Office must approve international travel (for insurance purposes) and expenses over \$10,000.

The traveler is required to provide an estimate of travel expenditures on the Travel Approval Form. Travelers should estimate their expenses to the best of their ability, as this eases the reimbursement process. Once travel is approved, the traveler will be reimbursed for actual expenses. If the actual expenses exceed the estimate by \$500 or more, the traveler must revise their original Travel Approval Form to reflect these expenses. The revised form will follow the same route as the original request.

Note that if a traveler seeks a travel advance or a parking permit for Bradley Airport, the Travel Approval Form must be faxed to the Office of Travel Services **at least five days prior to the date of departure**.

The Travel Approval Form will not be processed if funds are not available in the account to be charged. In addition, travelers who plan to fund their travel through the Research Foundation, AAUP, or UCPEA must request this support *before* they complete the Travel Approval Form. Documentation of support must then be submitted with the Travel Reimbursement Form.

Finally, if a trip is cancelled, the Office of Travel Services must be notified as soon as possible by email, fax, or by sending a copy of the approved form marked "cancelled."

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1b. TRAVEL ADVANCES

Travel advances are available for out-of-state and international trips that cost more than \$300. To obtain an advance, employees must sign a travel advance agreement that permits the University to recover, through a payroll deduction, any amount of an advance that exceeds the final reimbursement to which the employee is entitled. However, this deduction from payroll is only used when the payment is not received from the employee within the required time. Students may also obtain travel advances, but student advances are the responsibility of the sponsoring department; the department will be charged the amount of the advance if the advance exceeds the allowable reimbursement.

Travel advances are limited to 75% of estimated costs, excluding those costs that are eligible to be paid directly (such as air tickets or conference registration fees). Advances will not be issued more than 10 days prior to the departure date. Travelers are encouraged to enroll with Accounts Payable for direct deposit to their personal bank account for advances and reimbursements. This enrollment form can be downloaded from the following link: <http://ap.uconn.edu/achauthemp.html>

Failure to submit a reimbursement claim or to repay the balance of an advance that exceeds the allowable reimbursement for a trip in a timely manner may jeopardize an employee's ability to obtain future advances. Advances will not be issued when an employee has an outstanding advance balance for more than 15 business days or an existing cash advance for which a reimbursement request has been due for more than 15 business days. Once the outstanding balance has been paid or a reimbursement request has been filed with the Office of Travel Services, the advance request may be processed.

If a traveler receives a travel advance, the traveler must file a request for reimbursement within 120 days or the advance will be considered taxable income (IRS Pub. 463). Also, in accordance with the signed travel advance agreement, the University has the authority to deduct the amount of the unpaid advance from a traveler's paycheck.

Procedure

To request an advance, a traveler must indicate the desire for an advance on the Travel Authorization Form, and they must sign and submit the Travel Advance Agreement (shown at Appendix B).

Once the traveler has signed the Travel Advance Agreement and it is on file in the Office of Travel Services, the traveler can pick up the travel advance at the Office of Travel Services within 10 days of the date of departure. Travel advances can also be deposited directly into an employee's bank account. Go to <http://ap.uconn.edu/achauthemp.html> to enroll in direct deposit for reimbursements.

1c. USING STUDENT AWARDS FOR TRAVEL EXPENSES

When a student receives an award that covers travel and miscellaneous expenses, the student may receive a reimbursement for legitimate travel expenses not to exceed the amount of the award.

Procedure

To receive reimbursement, students should submit a Travel Reimbursement Form to Accounts Payable.

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1d. OFFICIAL TRAVEL PARTIES

Formal groups, such as intercollegiate athletic teams, student organizations, and academic groups or classes on field experiences, are designated as “Official Travel Parties” by a Department Head, Director or Dean.

A “non-official travel party person” is any UConn employee not included on the Official Travel Party roster, who has approval to accompany the Official Travel Party on their field experience or athletic competition.

“Non-university affiliated individuals” are persons who are not on the Official Travel Party roster and do not have an employment or contractual agreement with the University, but may travel on official business, if they receive prior written approval from the Provost, Athletic Director, or the President. All costs associated with the non-university affiliated individual are the sole responsibility of the non-university affiliated individual.

Non-Athletics Division personnel identified as a part of an athletic team’s Official Travel Party (such as team physicians and CPIA, NCAA FAR, and University Public Safety personnel) must have a legitimate business purpose for being included and require approval by the President or designee.

When a student or student athlete who is on Official Travel Party roster requires travel arrangements separate from the Official Travel Party, the appropriate Department Head, Director, Dean or designee must approve the travel request and the additional costs incurred prior to the student’s or student athlete’s departure.

Procedures

Groups must submit an “Official Travel Party” roster to the relevant Department Head, Director, or Dean who will determine the Official Travel Party for each group by semester or season, as appropriate. Departments and Divisions must submit their Official Travel Party roster(s) (including PeopleSoft ID Numbers) to the Office of Travel Services at least one week prior to the first travel event of the semester or season.

Non-official travel party personnel must submit a separate Travel Reimbursement Form. These expenses should not be included with the Official Travel Party’s expenses.

Non-university affiliated individuals must receive prior written approval from the Provost, Athletic Director, or the President. The justification submitted for approval must include the reason for the individual(s) to travel, the cost incurred by the University for the individual(s) to travel, how that cost was calculated, and how the non-university affiliated individuals will reimburse the University. The repayment from a non-university affiliated individual for charter airfare expenses, incurred on their behalf by the University, will be calculated and based on the Standard Industry Fare Level (SIFL) method, as published by the IRS.

In the event that a student or student athlete requires travel arrangements that are separate from their Official Travel Party, the appropriate Department Head, Director, Dean or designee must approve the request in writing. A written request for approval should include the reason for the separate travel arrangements and comparisons of various modes of alternate transportation. The Department Head, Director, Dean or designee should approve lowest reasonable cost that meets the time constraints of the event or athletic competition. Departments or Divisions must then submit written documentation of cost comparisons and the rationale used to select the method of travel to the Office of Travel Services. The Office of Travel Services and Department or Division should maintain all documentation for subsequent review and audit.

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1e. SPOUSAL/PARTNER TRAVEL AND EVENT PARTICIPATION

The travel expenses of a spouse or partner will fall within one of three classifications:

Bona Fide Business Purpose

If the attendance of a spouse or partner serves a bona fide business purpose for the University, the University may pay the travel or event expenses of the spouse or partner. To meet the high standard of a bona fide business purpose, the presence of the spouse or partner must be compelling or essential (and not just beneficial) to carry out the business interests and functions of the University.

Employment agreement

When an employee's University employment contract permits their spouse or partner to travel and receive travel reimbursement, this reimbursement, absent a bona fide business purpose, will be considered compensation to the employee. The reimbursement, absent a bona fide business purpose, will be included in the taxable wages of the University employee.

Accompaniment with No Business Purpose

The travel expenses of a spouse or partner who has no official role for the University and is simply accompanying a University employee on a trip are the personal responsibility of the employee. Likewise, travel expenses for children are the personal responsibility of the employee. Furthermore, the appropriate Department Head, Director or Dean must approve the presence and participation of the spouse or partner, or any other family members, prior to travel.

Procedures

The Office of the President will determine when a spouse or partner is a representative of the University with respect to essential fundraising or development services, and is therefore eligible for event and travel reimbursement.

For non-fundraising business, the payment or reimbursement of the travel expenses of a spouse or partner requires the prior written approval of the President or his/her designee. Prior to approval, the President or his/her designee will consider the essential or compelling business purpose requiring the participation of the spouse or partner, and a reasonable estimate of the costs or expenses for the spouse or partner.

1f. COMBINED BUSINESS AND PERSONAL TRAVEL

Employees may combine travel for personal and business reasons, but must be mindful of all applicable state and University ethics policies.

Travelers will not receive reimbursement for personal travel expenses. Travelers will only receive reimbursement for travel to and from the business destination.

Employees must use their personal credit card when combining business and personal travel.

In special cases, travelers will be able to combine their business and personal travel at a cost lower than if a single trip were only for business. In these special cases, the University will reimburse the traveler for the lower-cost business and personal trip.

Procedure

Travelers who wish to combine personal pursuits with University business on a single trip must indicate the dates and location of the personal time on the Travel Authorization Form.

In the unusual case that a combined business and personal trip is at a lower cost than a business-only trip, the traveler must provide supporting documentation and economic justification, including cost comparisons from the date of booking, with the Travel Reimbursement Form. See Appendix E for examples of alternate site routing during business and personal travel.

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PART 2: AIR TRAVEL

2a. TRANSPORTATION TO AND FROM AN AIRPORT

Travelers should use the least expensive mode to travel to airports, which may include a personal vehicle, a rented vehicle, a taxi, or a shuttle service.

Expenses for private livery services will not be reimbursed. Private livery services are not eligible for direct vendor payment. If the use of private livery services instead of a personal vehicle, a rented vehicle, a taxi, or a shuttle service results in a net savings to the University, a traveler may be reimbursed for the expense provided documentation received at the time of booking justifies the cost savings.

Travelers will receive reimbursement for the difference in mileage between their trip to the airport from their home or official duty station (where the employee is permanently assigned) and their normal commute to work. In other words, if a traveler lives closer to Bradley International Airport than to their regular duty station, the University will not reimburse the traveler for the trip to the airport. Travelers will not be reimbursed for airport hotel costs prior to the day of departure or after arrival.

Procedure

Travelers should request reimbursement for mileage on the Travel Reimbursement Form. To calculate reimbursable mileage to and from the airport on a normal business day, travelers should calculate the total round-trip mileage between their home and the airport, and deduct the round-trip mileage of their normal commute.

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2b. PARKING AT BRADLEY INTERNATIONAL AIRPORT

Fourteen-day parking permits are available to travelers on University business for Bradley International Airport. The permits allow state employees to park in designated lots. If a traveler does not request a parking permit or fails to secure the permit from the Office of Travel Services before departure, their parking expenses will not be reimbursed.

If the business travel extends beyond the permit's fourteen-day limit, the traveler is responsible for the additional fees, but may be reimbursed for the additional parking expense.

If the state-designated lot is at capacity, travelers should park at the lowest-cost economy parking lot; travelers will be reimbursed for parking expenses incurred when the state-designated lot is at capacity.

Students are not eligible to receive parking permits for Bradley International Airport. Students should park at the lowest-cost economy parking lot available; and may be reimbursed for these expenses.

Employees or students who park in Short-Term Parking across from the airport terminals in order to pick up arriving passengers may have these expenses reimbursed.

Procedure

Prior to Travel:

It is the responsibility of the traveler to ensure that they have the permit in their possession prior to departure. To obtain a parking permit, employee must indicate this request on the Travel Approval Form. The traveler must fax this form to Travel Services. The Office of Travel Services prepares all parking permits, and travelers may pick up their permit or request delivery through interdepartmental mail. Travelers may contact the Office of Travel Services to inquire about the status of their permit.

Travelers should review and follow the instructions and information printed on the permit prior to parking.

At the Airport:

The employee must present the parking permit to the attendant when they exit the state employee designed parking lot. If the state-designated lot is at capacity, travelers should park at the lowest-cost economy parking lot.

After travel:

To receive reimbursement if the state-designated lot was at capacity, the traveler must submit the paid receipt and the original parking permit with a brief explanation in the "Remarks" section of the Travel Reimbursement Form.

To receive reimbursement if the business travel extends beyond fourteen days, the traveler must submit the paid receipt.

Students or those picking up arriving passengers should submit paid parking receipts for reimbursement.

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2c. COMMERCIAL AIR TRAVEL

Employees should purchase the lowest reasonable commercial fare available. The definition of the “lowest reasonable commercial fare” is the least costly, coach-class fare that uses a regularly scheduled commercial carrier. In selecting a commercial fare, travelers should not consider their preferences for airline, type of aircraft or connecting airports but instead should choose the lowest reasonable commercial fare. Likewise, travelers may not insist on non-stop flights; a trip may require one plane transfer both departing and returning. An employee’s flight should depart from the airport nearest to the employee’s official duty station or home, but an employee may use a different airport if that airport is documented to be more cost effective for the University once additional expenses for parking, mileage, and resulting overnight stays are included. Travelers should purchase non-refundable tickets, unless a refundable ticket is documented to be cheaper.

First class air travel rates will not be reimbursed. A traveler may be reimbursed for business class rates when the travel includes transoceanic, intercontinental flights longer than eight hours in duration per flight segment (excluding the U.S. segment).

Special travel arrangements that result in net savings to the University are permissible. That is, a traveler may be reimbursed for expenses such as extra days of lodging, meals, and other additional costs, if the traveler can demonstrate that the total cost of the trip is lower than it would otherwise have been.

Note that the “Fly America Act,” 49 U.S.C. 40118, requires all University travelers to use United States air carriers for all air travel and cargo transportation services supported by Federal funds. One exception to this requirement is transportation provided under a bilateral or multilateral air transport agreement, to which the United States government and the government of a foreign country are parties, and which the Department of Transportation has determined meets the requirements of the Fly America Act. More information is available at <http://www.state.gov/e/eeb/tra/ata/>.

Procedure

Travelers may make commercial air travel arrangements in one of two ways:

- Contracted (Preferred Method)

Travelers may make travel reservations and ticket purchases with one of the University-contracted agencies travel (listed at Appendix A). Upon purchasing, the traveler should provide the agency with the Travel Approval Form (TAF) number, their employee number, and the department’s Kuali Financial System (KFS) account number. The contracted travel agencies will bill the University for all air services.

- Non-Contracted

Travelers may make travel arrangements through an agency or airline of his/her choice and pay the agency or airline directly. Traveler will not be reimbursed for travel agency booking fees in excess of those charged by the University-contracted agencies.

Travelers using a federal grant to fund their travel must use a U.S. flagship carrier between the United States and a foreign country or between foreign countries, and shall not be influenced by factors of cost, convenience, or personal travel preferences.

Within fifteen days of returning, travelers should submit a Travel Reimbursement Form with all applicable original receipts. Reimbursement requests must include the original air ticket itinerary and receipt, and a boarding pass, if provided by the airline. In the absence of a boarding pass, further documentation is required to demonstrate that the travel took place. Acceptable documentation includes an original hotel receipt, an original restaurant receipt,

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or original receipts for other business expenses, demonstrating that the Traveler reached their destination.

If a traveler requests reimbursement for business class rates for an international flight, the traveler must provide a travel itinerary demonstrating that the non-U.S. segment of the flight was more than eight hours in duration with their Travel Reimbursement Form.

To be reimbursed for special arrangements that involve extra expenses, travelers must document that the total cost to the University is lower by providing economic justification with the Travel Reimbursement Form and attaching supporting documentation of their calculations (e.g. copies of airfare quotations from the travel agency when the travel was booked).

2d. BAGGAGE FEES

If there is a charge for checked baggage, the cost for the first two bags checked will be reimbursed. Additional baggage fees will only be reimbursed if the traveler provides written justification for the excess baggage, and receives written approval by the appropriate Department Head, Director, or Dean.

Travelers will be reimbursed for baggage handling gratuities at a rate of \$5 for day of departure and \$5 for day of return. The total of gratuities for baggage handling, maid service, bell hops and other similar gratuities will only be reimbursed in the aggregate at \$5 for day of departure and \$5 for day of return. If the per diem method for meals is selected for reimbursement, these gratuities cannot be claimed, as they are already included in the incidental expense reimbursement portion of the per diem.

Procedures

Travelers should attach original receipts for all baggage fees, specifically detailing the traveler's name and proof of payment, to the Travel Reimbursement Form.

2e. UNUSED TICKETS

The University will not reimburse a traveler for an unused ticket purchased by the traveler using their personal funds.

Procedures

If the traveler purchased a ticket using a University-contracted travel agency, who billed the University, then the traveler's department should contact the agency to determine if the ticket is reusable. If the ticket is reusable, the department will need to track the ticket and use it for the traveler's next trip. If the ticket is refundable, the agency will apply the credit to the University's procurement-card number on file. Tickets purchased by the University remain University property, and may not be used for personal purposes.

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2f. CHARTER AIR TRAVEL FOR OFFICIAL TRAVEL PARTIES

Under limited circumstances, University staff and students may use a charter airplane when it supports legitimate University business, if approved by the President.

Procedures

Departments and Divisions that want to charter air travel must perform a comparative analysis with commercial air travel and obtain the President's or his/her designee's approval prior to requesting a chartered flight. The request for charter air travel must include a justification statement, the Official Travel Party roster, the number of additional people traveling, and their affiliation with the University.

If approved, the University Procurement Office will conduct a competitive bid process. The selection of a charter airplane must reasonably align with the size of the official travel party, taking into account the travel distance, necessary cargo space or capacity, and the available aircraft for the date and location. In the event that the seating capacity of the airplane far exceeds the size of the travel party, the Department or Division must provide a clear explanation.

The requesting Department or Division must provide all documentation of the rationale for using this mode of travel, the approval obtained, and the procedure followed to secure the charter to the Office of Travel Services.

PART 3: GROUND TRAVEL

3a. GROUND VERSUS AIR TRAVEL

A traveler may use ground transportation (vehicle or rail) for personal reasons even if air travel is the appropriate mode of transportation. Under these circumstances, the cost for the ground transportation, meals and lodging, parking, mileage, tolls, taxis, and ferries may be reimbursed as long as these costs do not exceed the cost of airfare, based on the lowest reasonable commercial fare available from a standard commercial air carrier, plus transportation costs to and from the airport.

Procedure

The traveler must document the cost comparisons of ground travel vs. air travel using itineraries from Sanditz or Orbitz dated at the time of booking, and include the documentation with the Travel Reimbursement Form.

3b. RAIL TRAVEL

Travelers will receive reimbursement for tickets purchased for rail journeys of less than four hours with standard accommodations. Rail journeys longer than four hours are eligible for a business class (Acela) upgrade and the traveler will receive reimbursement. Travelers will not receive reimbursement for first class travel rates.

Procedures

Rail tickets may be booked through two of the University contracted travel agencies, Worldtek and Sanditz. The University will pay the agency directly. Ticket delivery fees will not be reimbursed if online tickets or pick-up is available.

Travelers should attach all original and applicable receipts, tickets and itineraries to the Travel Reimbursement Form.

3c. STATE-OWNED VEHICLES

If the University issues an employee or department a state-owned vehicle, the employee or department should use the state-owned vehicle for in-state business travel whenever possible. Charges for tolls and parking are reimbursable when using a State-owned vehicle. Further Information is available from the UConn Motor Pool: <http://tlp.uconn.edu/motorpool.html>. Also, the Connecticut Department of Administrative Services provides a "Policy for Motor Vehicles Used for State Business": http://das.ct.gov/Fleet/GL115_2010rev.pdf.

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3d. PERSONALLY OWNED VEHICLES

When a department authorizes an employee to use his or her personal vehicle for University business, the University will reimburse the employee at an established mileage rate , which is periodically updated and located on the Travel Services website. Travelers will be reimbursed for trip related tolls and parking.

Mileage Rate: www: http://web.uconn.edu/travel/mileage_perdiem.php

Travelers will not receive reimbursement for travel from their home to their official duty station unless provided under the applicable collective bargaining agreement. Likewise, on business days, travelers are responsible for the amount of the mileage of their normal commute even if they go to another location to work.

In addition, travelers will not receive travel reimbursement for participation in events that are not related to their University work or activities. Moreover, travelers will not be eligible for reimbursement for University-related travel expenses if they are paid an honorarium, stipend, monetary fee or receive a gift in exchange for their participation in the event. The traveler may instead choose to waive any such honorarium, stipend or gift or have it paid directly to the University and then they would be eligible for travel reimbursement in accordance with the travel policy.

It is the responsibility of the traveler to maintain automobile insurance in the amount of \$50,000/\$100,000, if using their personal vehicle for business purposes.

Unless permitted by collective bargaining agreements, travelers will not receive reimbursement for travel on the Storrs Campus or for travel between the Storrs and Depot Campuses.

Procedure

If an employee uses his or her personal vehicle for business travel on a normal business day, the employee should calculate the mileage for which they seek reimbursement by deducting their normal commuting mileage from the total mileage of their trip. The trip mileage should start from home and end at home.

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3e. RENTAL VEHICLES

Travelers may rent vehicles when it is the most cost-effective mode of travel for University business.

The size and class of the rented vehicle should be reasonable and appropriate for the number of intended passengers. Travelers should only rent vehicles in the following classes: Economy, Compact, Intermediate, Standard, Full Size, Mini-Van, Cargo Van, and Pick-up Truck. Travelers may not rent vehicles in the following classes without justification and prior written approval from the appropriate Department Head, Director, or Dean: Premium, Luxury, Small Sport Utility, or Large Sport Utility.

University-contracted rental rates include the following insurances: Collision, third-party-liability, and property-damage-liability insurances. The University will not pay for or reimburse the traveler for any additional insurance.

Travelers are responsible for returning the vehicle with a full tank of fuel to avoid surcharges. Travelers may not choose the fuel service option, whereby a renter pays an extra fee instead of re-fueling the car.

The University will not pay for penalties, fines, fees, fuel service, fuel surcharges, or extra cost options.

Procedures

Travelers who rent a vehicle for University business should use the University-contracted agency, unless it is less expensive at a competitor. The traveler must justify the selection of another rental car provider by providing documentation of the total cost at the time of rental, including insurance, on the Travel Reimbursement Form. Travelers will pay for rental vehicles with their personal credit cards. Travelers will be required to present their credit card and license when they pick up the car.

To rent a vehicle, travelers should follow the following steps:

1. Go to www.enterprise.com
2. Enter the Pick Up Location; Pick Up Date and Time; Return Date and Time; Vehicle Class; Renter's Age; and the following corporate number for UConn: NA48905
3. Enter UCO as the first three characters in the box provided in the Corporate Account Sign-In, and click "sign-in."
4. Review and edit the details of the transaction, if necessary, and then select and continue.
5. Complete the Renter's Details, continue, and provide an email address for an email confirmation. (Note that this screen asks for credit card type but not a credit card number. Enterprise does not require a credit card number to make a corporate account reservation.)
6. Verify the information, and, if correct, click "book now."
7. Retain the confirmation number.

Travelers must submit the car rental agreement indicating the class of vehicle selected, and gasoline receipts, with their Travel Reimbursement Form. The receipt must show payment, including the rental agreement number, mileage in, and mileage out. Credit card receipts are not sufficient for reimbursement.

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PART 4: LODGING

4a. OUT-OF-STATE LODGING

When overnight accommodations are required to conduct official University business, reimbursement for lodging will be the actual cost of lodging at the lowest reasonable cost available, as determined by the trip's circumstances. Any lodging expense that exceeds the federal per diem lodging rate by more than twenty-five percent (excluding taxes) requires the approval of the Department Head, Director, or Dean.

Procedure

Travelers must justify lodging expenses that exceed the federal per diem lodging rate by more than twenty-five percent on the Travel Reimbursement Form and obtain approval from their Department Head, Director, or Dean.

Federal per diem lodging rates are available at http://web.uconn.edu/travel/mileage_perdiem.php

4b. IN-STATE LODGING

Subject to prior approval from the appropriate Department Head, Director, or Dean, a traveler on University business may request reimbursement for lodging when the distance they are required to travel is more than 75 miles one-way from their official duty station. However, if the traveler's destination is less than 75 miles from their personal residence, the traveler may not request reimbursement for lodging even if the mileage from the traveler's official duty station is 75 miles.

Travelers may receive reimbursement for in-state lodging when attending a conference within the State of Connecticut, regardless of distance from official duty station.

4c. USE OF NATHAN HALE INN

In rare circumstances, a University employee may require lodging at the Nathan Hale Inn in order to carry out their duties as a University employee. In these cases, the employee must receive prior approval for the stay from the Office of the President, the Provost, the Executive Vice President for Administration and Chief Financial Officer, or Athletic Director based on the reporting relationship of the employee.

The cost of the hotel stay will be considered taxable income on the employee's W-2 unless the hotel stay is deemed to be for the benefit of the University and supported by documentation to this effect.

Procedure

In these special cases, the employee must pay for the hotel stay themselves, and then request reimbursement through the C-17 process, with the appropriate approval as noted above. It is not permissible for University employees who stay at the Nathan Hale Inn to charge this expense directly to a University KFS account.

4d. GROUP LODGING

Travelers, Departments, or Divisions that need to contract for group lodging must solicit bids from a minimum of three properties in the travel destination.

Procedure

Travelers should secure written quotes directly from the hotels or from a lodging procurement agency. These quotes must itemize all foreseeable group expenses for the group's stay and related functions. If the unit does not select the lowest bidder, or if three properties are not available, the unit must provide a written explanation to justify the choice of lodging. The unit must send the justification and relevant documentation with the contract to the University Procurement Office, who will issue a purchase order.

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PART 5: MEALS

5a. MEALS FOR UNCLASSIFIED EMPLOYEES (WHILE TRAVELING)

Travelers in the following categories may claim reimbursement for the actual cost of their meals (substantiated with original receipts) or they may claim reimbursement using the per diem method.

- AAUP
- UCPEA
- Managerial and Confidential NP Plan
- Managerial and Confidential
- UConn Non-Represented (Dining Services)
- Special Payroll Employees
- Students

Travelers must use one method of reimbursement for the entire trip. **Reimbursement for actual meal costs may not exceed the allowable daily per diem rate.**

Procedures

Reimbursement for actual costs (with receipts):

Travelers must submit original receipts for actual meal expenses with their Travel Reimbursement Form. Original receipts must include proof of payment and an itemized receipt detailing the charges. The total reimbursement request for eligible meals for a given day must not exceed the maximum allowable according to the per diem table on the Travel website: http://web.uconn.edu/travel/mileage_perdiem.php

Travelers must indicate departure and return times on the Travel Reimbursement Form. Meals for out-of-state travel are reimbursable according to the following time schedule:

REIMBURSABLE MEAL	DAY OF DEPARTURE (DEPARTING BEFORE)	DAY OF RETURN (ARRIVING AFTER)
Breakfast	7:00 A.M.	9:00 A.M.
Lunch	11:00 A.M.	2:00 P.M.
Dinner	5:00 P.M.	7:00 P.M.

Reimbursement by per diem:

Travelers may receive per diem meal reimbursements, including tax and tips, at the appropriate rates as per the tables on the Travel website: http://web.uconn.edu/travel/mileage_perdiem.php. The full daily per diem rate is applicable for a day of travel during which a traveler is away from before 7:00 A.M. until after 7:00 P.M. On the day of departure and day of return, travelers must deduct the allowable per diem for meals before they leave and after they arrive, respectively, according to the departure time and arrival timetable above. Meals are broken down by breakfast, lunch and dinner in the per diem rate table as published on the website. See section 5e below for limitations on per diem.

Gratuities for maid service, baggage handling, etc. are included in the incidental expenses portion of the per diem. Travelers claiming per diem reimbursement do not need to provide receipts for their meals.

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5b. MEALS FOR CLASSIFIED EMPLOYEES (WHILE TRAVELING)

By statute, employees, through their legally designated representatives, have the right to bargain with the State concerning travel expenses. Accordingly, some collective bargaining contracts may vary from the reimbursement regulations contained herein. **For such cases, collective bargaining contracts take precedence.** Also, this policy does not apply to classified employees traveling on funds provided by their collective bargaining unit. For more information about what travel rules apply under what circumstances, travelers should contact Human Resources. Travel reimbursement rates for employees in P-2, NP-5, NP-3 and NP-2 bargaining units are as follows:

	AFSCME SOCIAL P-2	PROTECTIVE SERVICES NP-5	AFSCME CLERICAL NP-3	MAINT. SERVICE NP-2
Breakfast	\$7.50	\$6.00	\$6.00	\$5.00
Lunch	\$9.00	\$8.00	\$8.00	\$7.00
Dinner	\$20.00	\$18.00	\$18.00	\$16.00
Miscellaneous		\$5.00		\$4.00
Tips	15.00%	15.00%	15.00%	15.00%
Mileage Reimbursement	\$0.555 GSA	\$0.555 GSA	\$0.555 GSA per mile, \$2/day min.	\$0.555 GSA
Personal Auto Use	\$4.50/day is used 50%			
Tolls/Parking	Actual	Actual	Actual	Actual
Undocumented Costs - Out of State/Overnight	\$5.00 If two (2) consecutive full work days	\$5.00 If two (2) consecutive full work days	\$5.00 If two (2) consecutive full work days	\$5.00 If two (2) consecutive full work days
Workshops & Conferences	\$500.00/year or \$1000 for 1 event in 2 years	No limit specified; union approval needed	\$400.00 per event, 2 events per year	\$1000.00 per event; 2 events per year

Travelers in the following categories may claim reimbursement for the actual cost of their meals (substantiated with original receipts) or they may claim reimbursement per diem. Travelers must use one method of reimbursement for the entire trip.

Procedures

Reimbursement for actual costs (with receipts):

Travelers must submit original receipts for actual meal expenses with their Travel Reimbursement Form. The total reimbursement request for eligible meals for a given day must not exceed the maximum allowable according to the Union contract.

Reimbursement by per diem:

Travelers may receive per diem meal reimbursements as allowed by Union contracts (including tax and tips) dependent on the locality. Detailed listings of the per diem rates are available at <http://www.travel.uconn.edu/>. The full daily per diem rate is applicable for a day of travel during which a traveler is away from before 7:00 A.M. until after 7:00 P.M. On the day of departure and day of return, travelers must deduct the allowable per diem for meals before they leave and after they arrive, respectively, according to the departure time and arrival timetable above. Travelers who claim per diem reimbursement do not need to provide receipts for their meals. See section 5e below for limitations on per diem.

Gratuities for maid service, baggage handling, etc. are included in the incidental expenses portion of the per diem.

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5c. MEAL EXPENSES FOR SINGLE-DAY TRAVEL (NO OVERNIGHT)

Unless otherwise provided under Collective Bargaining Agreements, travelers who are required to travel for University business without an overnight stay may be eligible for meal reimbursement if the traveler is away from their home and official duty station for more than ten hours and the reimbursement requests are occasional and non-routine. Travelers must receive prior Department Head, Director, or Dean approval.

In this situation, employees are entitled to reimbursement for lunch. In addition, employees who depart their home or official duty station prior to 7:00 a.m. are entitled to reimbursement for breakfast. Employees who return to the home or official duty station after 7:00 p.m. are entitled to reimbursement for dinner.

Receipts are not required; travelers must note times of departure and return on the Travel Reimbursement Form to substantiate meals eligible for reimbursement.

In these instances, the following per diem rates apply: 75% of the GSA per diem meal rate in effect for destination of travel. (See Appendix F for an example.)

5d. BUSINESS MEALS (WHILE TRAVELING)

In general, travelers may be reimbursed for meal expenses from the time they leave their home or official duty station until the time they return to their home, official duty station, or other official State location at the conclusion of the trip. Travelers may not be reimbursed for meals when they are provided as part of the hotel or conference fee, whether or not the traveler chooses to eat the meal provided.

A traveler may be reimbursed for a business meal conducted while traveling, including expenses for guest meals if those guests are essential to the business purpose of the meeting. Under no circumstances will reimbursement for each guest exceed two times the appropriate GSA Per Diem meal amount for location including taxes and tip. In addition, only the cost of food and non-alcoholic beverages are reimbursable; the University does not pay for alcoholic beverages.

Procedures

Departments with University of Connecticut Foundation, Inc. (Foundation) funds are encouraged to use these funds as the primary reimbursement method to cover the expense of business meals.

If requesting reimbursement from the University, employees may request reimbursement for business meals by attaching the Business Meal Detail Form (Appendix C) with the original itemized receipt and proof of payment to the Travel Reimbursement Form. The Business Meal Detail Form must include the date, location, business purpose, attendees, company or organization represented, and their affiliation to the University, if any, and the actual cost of the meal per person. Without proper justification and prior approval on the Business Meal Detail Form and Travel Reimbursement Form, the University will not reimburse expenses for spouses or non-essential guests of the traveler.

Travelers should deduct the cost of the business meal from their daily per diem based on the type of meal eaten (Breakfast, Lunch, or Dinner).

GSA Per Diem tables are available at the following: http://web.uconn.edu/travel/mileage_perdiem.php

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5e. CONFERENCE AND OTHER MEALS PROVIDED

Conferences frequently provide meals to attendees as part of the registration fee. The traveler is not entitled to a meal per diem allowance for meals that are included as part of the registration fee. The same is true for any meetings or group travel event in which a meal is provided or where the traveler has been included on a list of attendees for a business expense, or where meals are provided complimentary as part of the transportation or hotel accommodations.

Procedures

To assist with the determination of which meals were provided during a conference, a copy of the agenda (meeting schedule) or conference registration receipt must be included with the travel reimbursement request. The Travel Reimbursement Form must also include the actual time of departure from the traveler's home or place of business for the trip and time the traveler arrived home (or ended their University business if using personal time while on their trip).

If certain circumstances, such as unique dietary needs, make it necessary for the traveler to forego the provided meal, after such accommodation has been actively requested of the conference arranger by the traveler, the traveler may then claim up to the maximum meal allowance. **In such cases, a receipt(s) for the meal and a written explanation are required.**

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5f. BUSINESS MEALS (WHILE NOT TRAVELING)

Note that the provisions in this section do not supersede meal reimbursements as stipulated by Collective Bargaining agreements.

In general, employees are responsible for paying for their own meals when they are not traveling. That said, meals associated with business meetings or for business purposes may be reimbursed. Examples of circumstances under which reimbursement is justified include meals during conferences, workshops, or interviews of job candidates, and meals with visiting lecturers, donors, or other official guests. Meals between faculty/staff and students, while allowable when there is a business justification, should be infrequent.

In addition, units may purchase group business meals when a group meal is essential to the effectiveness and efficiency of the meeting. This is especially the case when multiple units are called together for a substantial meeting, or when stopping the meeting to allow employees to leave for a normal meal would be disruptive and inconvenient for the University. To justify a group meal, business meetings must last for a minimum of two hours. If the meeting can be accomplished effectively without a meal, then it should be.

Group business meals are usually purchased through dining services (including Chuck and Augies), outside vendors, or the Nathan Hale Inn. They require the prior written approval of the Department Head, Director or Dean. The approval request should include the purpose of the meeting or event; a formal written agenda including session times; a list of attendees with their associated departments/entities; and the expected cost of the meal per person. Set-up and delivery costs associated with the group meal shall not be included in the meal limit calculation.

For all business meals, including group meals, organizers should limit attendance to essential guests only. Without proper justification on the Business Meal Detail Form, the University will not reimburse expenses for spouses or partners or non-essential guests. Under no circumstances will reimbursement for each guest (including taxes and tip) exceed two times the appropriate GSA Per Diem meal amount for the location. The University will reimburse expenses for food and non-alcoholic beverages only; the University does not pay for alcoholic beverages.

Procedures

Departments with Foundation funds are encouraged to use these funds as the primary reimbursement method to cover the expense of business meals.

If Foundation funds are not used, employees may request reimbursement for business meals by attaching the Business Meal Detail Form (Appendix C) with the original itemized receipt and proof of payment to the Reimbursement Request. The Business Meal Detail Form (Appendix C) must include the date, location, business purpose, names of attendees and their affiliation to the University and the actual cost of the meal per person.

For authorized business meals at the Nathan Hale Inn and Conference Center, a Meal Charge Ticket allows departments to charge the meal to a KFS account. The Meal Charge Tickets are available at the Nathan Hale Inn and Conference Center. All Meal Charge Tickets require pre-approval by the appropriate Department Head, Director or Dean. (See Appendix G for sample of the Meal Charge Ticket.)

Organizers of group meals must obtain prior written approval for the meal from the Department Head, Director, or Dean. The approval request should include a Business Meal Detail Form, including the purpose of the meeting or event; a formal written agenda including session times; a list of attendees with their associated departments/entities; and the expected cost of the meal per person. The organizer should submit the Business Meal Detail Form and the signed approval with the payment request. Accounts Payable will retain these materials for audit purposes.

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Finally, for reference, the GSA Per Diem tables are available at:

http://web.uconn.edu/travel/mileage_perdiem.php

Units that want to contract for catering services for a group meal that will cost more than \$2000 should refer to guidance from UConn Purchasing at:

<http://www.purchasing.uconn.edu/usersmanual/sectiontwo/sectiontwo.html#Catering>

5g. GRATUITIES FOR MEALS

Gratuities for meals while traveling and business meals, including hosted receptions and intercollegiate athletic team meals, are reimbursable at a rate not to exceed 20% of the pre-tax meal cost. When a vendor stipulates a gratuity and reflects it in the bill as a service charge, any additional gratuity is not reimbursable. The employee is responsible for reimbursing the gratuity to the University when the employee authorized billing to the University beyond 20% of the pre-tax meal or the vendor service charge.

PART 6: OTHER EXPENSES

6a. REGISTRATION FEES

Travelers may use University funds to pre-pay conference registration fees. Alternatively, travelers may be reimbursed for registration fees.

Sometimes meals, hotel accommodations, or additional fees for other goods and services may be included in a registration fee. Travelers will not be reimbursed separately for these—that is, travelers will not be reimbursed twice for the same thing. See Section 5e for further details on meals provided with conference registration.

Procedure

Travelers may use the following methods to pay registration fees:

- Payment with University Procurement Card (Preferred Method)

To use the procurement card, travelers and administrators should follow the rules and regulations for use of the procurement card (available at <http://www.purchasing.uconn.edu/>). A copy of the procurement receipt must then be attached to the Travel Reimbursement Form.

- Personal Payments for Registration Fees

Travelers who pay registration fees themselves must attach all receipts and appropriate documentation to the Travel Reimbursement Form.

- Office of Travel Services Checks

If no other options are available, the Office of Travel Services can process a check to prepay registration fees. To request a check, the traveler's department should submit a CO-17.

Regardless of how registration fees are paid, travelers must attach applicable receipts and conference agendas to the Travel Reimbursement Form in order to be reimbursed. If other fees, meals, hotel accommodations, or other goods and services are included in the registration fee, the documentation should reflect this.

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6b. TELEPHONE, INTERNET, COMPUTER, AND FACSIMILE CHARGES WHILE TRAVELING

Charges for telephone calls made for official University business while traveling are reimbursable, unless the employee has a University issued cell phone or cell phone stipend that includes a voice tier option.

Travelers will receive reimbursement for charges for internet access, use of a fax machine, use of a computer, and other similar business services while traveling on University business.

Procedure

Travelers should submit documentation and receipts for expenses incurred for these services with the Travel Reimbursement Form.

For telephone calls, travelers should document the destination and rate for all calls, and submit this with the Travel Reimbursement Form. If a traveler with a University cell phone or stipend seeks reimbursement for telephone charges, he or she must justify the need for the calls on the Travel Reimbursement Form.

6c. FOREIGN CURRENCY RATES AND PER DIEM REIMBURSEMENT

When traveling outside the U.S., travelers will receive the foreign per diem rates for the duration of their trip. Of note, foreign per diem rates include a significant daily incidental expense reimbursement for items such as laundry and dry cleaning.

Travelers will be reimbursed for expenses paid in foreign currencies, and for currency exchange fees, based on the exchange rate for the date marked on their receipts.

Procedure

To receive reimbursement, travelers should convert all foreign currency receipts to U.S. dollars using the exchange rate for the date marked on their receipts.


The Office of Travel Services provides foreign per diem rates on its website: <http://travel.uconn.edu/foreign.php>

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APPENDICES

APPENDIX A: Contracted Travel Agencies

There are four contracted agencies available for booking University travel. Worldtek and Short's are for Athletic's use primarily.

	
Web Login: www.orbitzforbusiness.net Phone: 1-800-320-2158 Note: Access to use Orbitz for Business must be granted by the Office of Travel Services. Please email your request for access to gail.devereux@uconn.edu or martin.dzenis@uconn.edu	Primary Phone (Simsbury Office): 1-860-658-1901 Secondary Phone: 1-800-878-1905
Agency Fees: \$8 online self-booked;\$24 over the phone with travel agent assistance.	Agency Fees: \$31 over the phone with travel agent assistance
	
Corporate Phone: 1-800-257-8343 Athletics: 1-800-243-1800	Corporate Phone: 1-800-314-6666 Athletic/Group Phone: 1-866-902-9654
Agency Fees:\$25 over the phone with travel agent assistance; \$20 for team travel with travel agent assistance.	Agency Fees: \$25 over the phone with travel agent assistance; \$18 10+ passengers on same itinerary agent assisted.

Note: These agencies offer 24/7/365 day assistance using the following information:

WorldTek – 1-800-257-8343

Orbitz - 1-877-672-4891

Sanditz - 1-800-936-2217 – Access code = **S-C593-UCONN or call collect @ 682-223-1914

Shorts - 1-800-314-6666

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APPENDIX B: Cash Advance/Travel Advance Agreement

Name: _____

Check Amount: _____

Check #: _____

Check Date: _____

I promise to pay to the University of Connecticut the amount of the above referenced advance, less the appropriate deduction for approved expenses incurred within University policy, without interest, within 15 business days of my return from the trip.

I agree that these are State of Connecticut funds, and I understand that I am personally responsible for them whether or not my employment continues with the State of Connecticut, and whether the funds are lost or stolen. I agree to notify both the University of Connecticut Police and University of Connecticut Office of Travel Services **immediately** should a loss, theft, or mysterious disappearance of funds occur.

I will submit the required documentation for reimbursement, **including supporting receipts**, to the Office of Travel Services **within fifteen (15) business days after return**; and if the cash advance/travel advance was more than the expenditure, I will return the excess funds along with the completed documentation. I understand that if I do not adhere to these time frames for paperwork completion or repayment, I may be denied future advances, **or the repayment of my cash advance/travel advance may be deducted from my paycheck**. Additionally, any personal failure to file the required documentation or repay excess funds by the due date will subject me to reasonable costs of collection including but not limited to attorney fees and court costs if required to enforce this agreement.

If the cash advance/travel advance was **LESS THAN** the total approved expenditure, the travel advance receivables account will be credited appropriately by the Office of Travel Services and a check will be provided to me for the reimbursement due.

Signature

Date

APPENDIX C: Travel Forms

1. Travel Reimbursement Form
2. Business Meal Detail Form
3. Mileage Worksheet Form

Note: Links to forms will be added

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APPENDIX D: Accurate Reimbursement Examples

To provide accurate reimbursement:

1. An official duty station must be declared
2. Examples (assume duty station is Storrs and home is in Torrington):
3. This regular work day

1.) Traveling from home to work to an off campus meeting and then directly home.

Torrington to Storrs	59 miles
Storrs to Waterbury	56 miles
Waterbury to Torrington	25 miles
Total	140 miles
Less ROUND TRIP Home to Duty Station	(118) miles
Reimbursed	22 miles

2.) Traveling from home to an off campus meeting and then directly back home.

Torrington to Waterbury	21 miles
Waterbury to Torrington	21 miles
Total	42 miles
Less ROUND TRIP Home to Duty Station	(118) miles
Reimbursed	0 miles

3.) Traveling from home to an off campus meeting, then to another off campus meeting, then back to work and then to home.

Torrington to Waterbury	≡	21 miles
Waterbury to Stamford	≡	53 miles
Stamford to Storrs	≡	103 miles
Storrs to Torrington	≡	59 miles
Total	≡	236 miles
Less ROUND TRIP Home to Duty Station	≡	(118) miles
Reimbursed	≡	118 miles

4.) Traveling from home to work then to an off campus meeting then back to work and then from work to home.

Torrington to Storrs	≡	59 miles
Storrs to Stamford	≡	103 miles
Stamford to Storrs	≡	103 miles
Storrs to Torrington	≡	59 miles
Total	≡	324 miles
Less ROUND TRIP Home to Duty Station	≡	(118) miles
Reimbursed	≡	206 miles

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5.) Traveling from home to work then to Bradley airport. Return from trip and travel from Bradley to work and then from work to home.

Torrington to Storrs	=	59 miles
Storrs to Bradley	=	37 miles
Bradley to Storrs	=	37 miles
Storrs to Torrington	=	59 miles
Total	=	192 miles
Less ROUND TRIP Home to Duty Station	=	(118) miles
Reimbursed	=	74 miles

6.) Traveling from home to Bradley Airport. Return from trip and travel directly to home.

Torrington to Bradley	=	35 miles
Bradley to Torrington	=	35 miles
Total	=	70 miles
Less ROUND TRIP Home to Duty Station	=	(118) miles
Reimbursed	=	0 miles

APPENDIX E: Routing of Travel Examples

Combining Business and Personal Travel

Example #1

Business related cost – Option #1

Bradley → Orlando – round trip = \$300.00
Total: \$300.00

Personal cost – Option #2:

Bradley → Orlando – (1) way = \$125.00
Orlando → Atlanta – (1) way = 90.00
Atlanta → Bradley – (1) way = 220.00
Total: \$435.00

The University would only pay \$300.00.

Example #2

Business related cost – option #1:

Bradley to LAX – round trip = \$385.00 (return on Thursday)
Total: \$385.00

Personal related costs - option:

Scenario: Fly to Los Angeles for Business. Drive at your own cost to San Diego for a few days and fly back to Bradley from San Diego.

Bradley to LAX – (1) way = \$185.00
San Diego to Bradley – (1) way = \$177.00 (return on Saturday)
Total: \$362.00

Due to less cost with Option 2, the University would pay \$362.00.

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APPENDIX F: Meal Deduction Examples

Meal & Incidental Expenses Total	\$46	\$51	\$56	\$61	\$66	\$71
Continental Breakfast/ Breakfast	\$7	\$8	\$9	\$10	\$11	\$12
Lunch	\$11	\$12	\$13	\$15	\$16	\$18
Dinner	\$23	\$26	\$29	\$31	\$34	\$36
Incidentals	\$5	\$5	\$5	\$5	\$5	\$5

1.) Meal expenses not associated with overnight stay:

(Based on 75% of Storrs GSA in red above rates)

- | | |
|---|-------------------------|
| 1. If criteria is met for lunch (>10 hours) | \$8.25 for lunch |
| 2. If criteria is met for breakfast (depart before 7:00am) | 5.25 for breakfast |
| 3. If criteria is met for dinner (arrive back after 7:00pm) | <u>17.25 for dinner</u> |
| Total allowed if all criteria met | <u>\$30.75</u> |

2.) Deduction of Meal provided by 3rd Party:

(Based on Storrs GSA rates in red above)

Breakfast is included with lodging charge paid to the hotel:

Daily Per diem amount	\$46.00
Deduct breakfast provided	<u>(7.00)</u>
Amount to claim	<u>\$39.00</u>

DRAFT

APPENDIX G: Sample Nathan Hale Inn Meal Charge Ticket



MEAL CHARGE TICKET

Please complete all areas below or ticket will not be accepted. All information is mandatory.
(Please Print Legibly)

Date: _____

Dept. Name: _____

FRS#: _____

FRS Sub Code: _____ UBox: _____

Guests/Affiliation: _____

Guests include UConn Employees? ☐ Yes ☐ No

Host Name: _____

Purpose of Meeting: (All meals paid for by university funds in accordance with the university's meal policy must be related to university business.)*

Authorized Dept. Signature _____ Date _____

Please Print Name _____

Authorized Dept. Phone # _____

☐ Breakfast ☐ Lunch ☐ Dinner

Location: _____ Limit: _____

Amount: _____ Gratuity: _____

Total: _____

(Please see reverse side)

* http://web2.uconn.edu/acctpay/pp_meals.html

Please Note:

Requests for additional tickets may be directed to the Nathan Hale Inn

860-427-7888

www.NathanHaleInn.com

**PROMOTION AND TENURE RECOMMENDATIONS
UNIVERSITY OF CONNECTICUT
PRESENTED TO THE BOARD OF TRUSTEES – September 27, 2012**

Effective September 27, 2012:

COLLEGE OF LIBERAL ARTS AND SCIENCES

TENURE AS PROFESSOR:

Susan Einbinder

Literatures, Cultures, and Languages

Jeffrey Shoulson

Literatures, Cultures, and Languages¹

SCHOOL OF NURSING

TENURE AS PROFESSOR:

Jacqueline McGrath

¹Joint appointment in the Department of English

**University of Connecticut Department of Human Resources
Emeritus Retirees
September 27, 2012 Board of Trustees Meeting**

NAME	TITLE	DEPARTMENT	SCHOOL/COLLEGE	RETIREMENT DATE
Anderson, Stephen A.	Professor	Human Dev/Family Stud	Liberal Arts & Sciences	9/1/2012
Gerald, Michael C.	Professor	Pharmacy Practice	School of Pharmacy	9/1/2012
Mazzocca, Augustus	Professor	Art & Art History	School of Fine Arts	6/1/2012
Pickering, Samuel F.	Professor	English	Liberal Arts & Sciences	Rescind
Talvacchia, Bette L.	Professor	Art & Art History	School of Fine Arts	9/1/2012
Weisbrod, Carol A.	Professor	Law School Instr & Res	School of Law	9/1/2012

University of Connecticut Department of Human Resources
Sabbatical Leave Recommendations Requiring Board of Trustees Approval
September 27, 2012 Board of Trustees Meeting

CHANGES TO PREVIOUSLY APPROVED SABBATICAL LEAVES:

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>SCHOOL/COLLEGE</u>	<u>PAY</u>	<u>PERIOD</u>
Levin, Leslie	Professor		School of Law	Full	Spring 2013 TBD

SABBATICAL LEAVE REQUESTS:

Semester at Full Pay

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>SCHOOL/COLLEGE</u>	<u>PAY</u>	<u>PERIOD</u>
Kenefick, Amy	Associate Professor		Nursing	Full	Spring 2013

Academic Year at Half Pay

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>SCHOOL/COLLEGE</u>	<u>PAY</u>	<u>PERIOD</u>
Kasi, Rajeswari	Associate Professor	Chemistry	College of Liberal Arts & Sciences	Half	AY 2013 - 2014



University of Connecticut
Office of the President

Susan Herbst
President

September 27, 2012

TO: Members of the Board of Trustees
FROM: Susan Herbst, President
RE: Naming Recommendation for GE Endowed Professorships in Advanced Manufacturing

RECOMMENDATION:

That the Board of Trustees authorizes naming one or more professorships in advanced manufacturing in the School of Engineering at the University of Connecticut as the GE Endowed Professorships in Advanced Manufacturing.

BACKGROUND:

General Electric Co. made a \$1,500,000 commitment to the UConn Foundation to support one or more endowed professorships in advanced manufacturing in the School of Engineering. The gift will be applied to an endowed account that will support the professors and related academic activities. The individuals appointed to the professorships will be nationally or internationally recognized researchers, scholars and teachers and will have made significant contributions to advanced manufacturing or similar engineering fields.

General Electric Co. also made a \$2,700,000 commitment to the UConn Foundation to support programmatic enhancements at the School, establishing the GE Advanced Manufacturing Fellowship and Program Fund. This fund will support programmatic enhancements at the School including, but not limited to, graduate fellowships, undergraduate scholarships and program support for advanced manufacturing.

General Electric's philanthropic gifts will advance research opportunities for UConn students and faculty. It is anticipated that these philanthropic gifts will leverage the advanced manufacturing, advanced materials and advanced analytics emphasis of the UConn Technology Park and the Eminent Faculty initiatives.

General Electric Co., the GE Fund and subsidiaries have a strong relationship with UConn. In 2000, the GE Fund, GE Capital and GE Industrial Systems, made an \$11 million pledge to UConn, which benefited the School of Engineering, the School of Business and the Neag School of Education. The donors' total giving is \$14,507,114.

This naming recommendation was approved by the Institutional Advancement Committee on September 11, 2012.

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352 Mansfield Road Unit 2048
Storrs, Connecticut 06269-2048

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Facsimile: (860) 486-2627
e-mail: president@uconn.edu

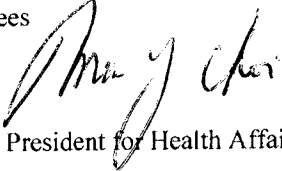



University of Connecticut
Office of the Provost

Mun Y. Choi
*Interim Provost &
Executive Vice President
for Academic Affairs*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Mun Y. Choi, Interim Provost 
Frank M. Torti, Executive Vice President for Health Affairs 

RE: Establishment of the Biomedical Engineering Department in the Schools of Engineering,
Medicine and Dental Medicine

RECOMMENDATION:

That the Board of Trustees approve the Establishment of the Biomedical Engineering Department in the Schools of Engineering, Medicine and Dental Medicine.

BACKGROUND:

In 2011, the State announced a new Bioscience Connecticut Initiative, to support an expansion of the UCHC for enhanced bioscience research capacity and productivity, to increase the number of clinician-scientists and basic scientists, and to expand incubator facilities to foster new business start-ups. In response to Connecticut's strong support for a biomedical/bioscience industry, last fall Governor Malloy announced that Jackson Labs, a world leader in genetics research, had committed to build a \$1.1 billion, state-of-the-art laboratory at the UCHC. The center is expected to create 661 research-related jobs, as well as an estimated 6,200 spinoff and indirect jobs.

The Schools of Engineering, Medicine, and Dental Medicine jointly propose the establishment of the Biomedical Engineering Department (BME). The BME program at UConn began more than 45 years ago and offers B.S., M.S. and Ph.D. degrees. The bachelor's degree program was reviewed for national accreditation in 2007 and was fully accredited by the Accreditation Board for Engineering & Technology. In 2011-12, the BME program had an enrollment of 325 undergraduate students and 60 graduate students.

Current core faculty within the Biomedical Engineering Program enthusiastically and unanimously supported this resolution at their July 20, 2012 meeting. Further measures, processes and faculty approvals specific to the three schools and which are required for the establishment of the Biomedical Engineering Department will be executed by the schools themselves.

The UCHC Board of Directors approved this establishment on September 10, 2012.

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**Proposal to Establish a Biomedical Engineering Department
At the University of Connecticut Storrs Campus
July 18, 2012**

The Schools of Engineering, Medicine and Dental Medicine at the University of Connecticut propose the establishment of a creation of a new, cross-campus *Department of Biomedical Engineering*, to be jointly created, administered and sustained by the School of Engineering at the Storrs campus, and the School of Medicine and School of Dental Medicine at the UConn Health Center, Farmington. This Department shall reside upon – and greatly expand -- the successful BME program that has existed at UConn for more than 45 years.

This step will not only help to secure UConn's national prominence as a leader in the biomedical engineering arena, but also contribute toward nurturing a new generation of agile, savvy biomedical engineers and scientists, and foster academic/industry ingenuity in a multi-disciplinary environment.

BIOMEDICAL ENGINEERING AT UCONN: OVERVIEW

The Biomedical Engineering (BME) program at UConn has had a rich history of success and accomplishment for more than 45 years. More than 50 faculty members contribute to the interdisciplinary BME program, representing engineering, biomedical science, material science, chemistry, physics, medicine, and dental medicine. The BME faculty are leaders in their fields, have published widely in scholarly journals and proceedings, are significantly involved in their professional societies, and continue to receive substantial financial support from industry, foundations and government funding agencies, including the NIH, NSF, DoD, and NASA.

The BME program offers B.S., M.S. (Plan A and B) and Ph.D. degrees in BME and is primarily located on the main campus in Storrs. Its undergraduate curriculum offers students the opportunity to focus on various aspects of BME through tracks in biochemical engineering, bioinformatics, bioinstrumentation, biomaterials, and biomechanics. In addition to core science and math coursework, undergraduate students are immersed in a variety of biomedical design and measurement courses and, by combining studies of engineering science and design with some of the core courses offered in other engineering departments and programs, the BME B.S. degree program ensures that graduates are well prepared for a team-centered workplace or for graduate studies in engineering and/or medicine.

The BME Program has a strong presence at the UConn Health Center (UHC) in Farmington through its cross-campus collaborative relationships with several UHC faculty who offer BME courses and research opportunities to undergraduate and graduate students. In addition, the BME Program participates in a combined B.S. and MD, or DMD, degree program in conjunction with the Schools of Medicine and Dental Medicine, where selected students are guaranteed admission providing that students meet certain rigorous academic expectations.

The BME program has seen significant growth since the establishment of the B.S. degree program in 2000. During its first year, the undergraduate BME program enrolled 29 students; in the fall of 2011, undergraduate enrollments stood at 311 students – a more than 10-fold increase. Similar growth has been observed in biological science programs. The BME program at UConn is part of the New England Regional Student Program. As one of only two flagship BME programs in New England (Connecticut and Rhode Island), UConn offers reduced tuition to students from states not offering a BME program (MA, VT, NH, ME). Furthermore, the makeup of the undergraduate BME population is diverse and includes 33% female students

in 2011. In terms of graduate students, in fall 2011, the BME program boasted 88 students: 60 pursuing master's degrees and 28 enrolled in the doctoral degree program.

FUTURE OF BIOMEDICAL ENGINEERING

In 2011, the State of Connecticut announced a new Bioscience Connecticut Initiative, to support an expansion of the UCHC for enhanced bioscience research capacity and productivity, to increase the number of clinician-scientists and basic scientists, and to expand incubator facilities to foster new business start-ups. The project capitalizes on the UCHC as an economic development asset. Ground was officially broken for the construction project on June 11th.

In the fall, Governor Dannel Malloy announced that Bar Harbor-headquartered Jackson Laboratory, a world leader in genetics research, plans to build a \$1.1 billion, state-of-the-art laboratory at the UCHC. The center is expected to create 661 research-related jobs, as well as an estimated 6,200 spinoff and indirect jobs.

The demand for biomedical products and services is expected to grow dramatically in coming years. The demand for engineered tissue, for example, will be driven by a combination of traumatic war injuries and the aging population. The U.S. Census Bureau projects that by the year 2030, nearly one in five U.S. residents will be 65 or older. The report predicts that by 2050, the 65+ age group will double its current size, rising to 88.5 million, and that the 85+ age population will triple, to 19 million, exerting strong pressure on the health services community, including the biomedical industries. The expansion in the number of elderly citizens is leading to increased numbers of people incapacitated by degrading, damaged or diseased body parts, such as hips, knee and shoulder joints, hearts and other organs.

In terms of labor demand, the Bureau of Labor Statistics projects 21% employment growth for biomedical engineers over the next decade. In Connecticut, approximately 18,000 are employed in the bioscience sector – many with scientific backgrounds, but also individuals with business and supporting skills.

Establishment of the Department of Biomedical Engineering at UConn will contribute measurably to the regional economy, in both the near and long-term horizons. The department will produce a corps of highly trained biomedical engineers, specializing in tissue engineering, regeneration, characterization and fabrication; assistive equipment design and development; drug design and delivery; genomic characterization and personalized medicine who will invigorate and strengthen the region's burgeoning bioscience sector.

Another vector of economic impact arises from technology commercialization, licensing and new business startups. UConn faculty have developed countless novel technologies and processes (current and former engineering faculty alone have amassed more than 240 U.S. patents) that have been used in myriad applications, such as medical imaging, biomaterials and drug delivery. Faculty and researchers associated with the Department of Biomedical Engineering at UConn will continue to interact with personnel from the University's Office of Technology Commercialization as well as the Biomedical Engineering Alliance and Consortium (BEACON), the Ethel Donaghue Center for Translating Research into Practice & Policy, and the Connecticut Institute for Clinical & Translational Science (CICaTS) to accelerate the transfer of scientific discovery into commercial applications.

BENEFITS OF A BME DEPARTMENT

The establishment of a highly visible, Storrs-UCHC Biomedical Engineering Department, jointly created, administered and sustained by the School of Engineering at the Storrs campus, and the School of Medicine and School of Dental Medicine at the UConn Health Center, Farmington, will:

- Facilitate enhanced recruiting of faculty members who identify themselves most closely with biomedical engineering;
- Enhance recognition and the prestige of the BME faculty at UConn;
- Improve the recruiting success of graduate students who identify themselves most closely with biomedical engineering;
- Enhance the success of development activities closely aligned with biomedical engineering;
- Leverage and enhance the likely success of grant proposals submitted to NIH, NSF and other agencies, which recognize the unique trans-disciplinary nature of the BME research efforts underway at UConn;
- Affirm the University's commitment to building world-class biomedical engineering undergraduate and graduate degree programs; and
- Enhance UConn's prestige as an important destination for students, faculty and researchers who seek to engage in top-tier biomedical engineering education, research and entrepreneurial endeavors.

EXISTING BME PROGRAMS AT UCONN

A. Faculty

The current BME *program* relies upon a faculty core of 21 individuals associated with home departments in the School of Engineering (Chemical, Materials & Biomolecular Engineering; Computer Science & Engineering; Electrical & Computer Engineering; and Mechanical Engineering) and the UCHC. An additional 30 faculty members are program affiliates. All of these faculty members maintain offices and laboratories within their home departments, fulfill their committee assignments for their home departments, and apply for PTR within their home departments.

The BME faculty members carry out cutting-edge research in diverse areas, from tissue engineering and imaging to improved drug delivery methodologies, in 18 laboratories at the Storrs and UCHC campuses, along with additional research facilities at the UCHC campus:

Lab	PI	Lab	PI
Auditory Neuroscience	Duck Kim	Neurosensor Control & Eye Movement	John Enderle
Auditory Neuroscience	Douglas Oliver	Optical Image Sensing, Communication and Visualization Lab	Bahram Javidi
Bioinformatics Lab	Ion Mandoiu	Optical & Ultrasound Imaging Lab	Quing Zhu
Bioinformatics	Dong-Guk Shin	Physiological Acoustics Lab	Monty Escabi
Biomaterials Research Center	A. Jon Goldberg	Systems Biology & Metabolic Engineering	Ranjan Srivastava
Biomolecular & Biomimetic Engineering Lab	Yong Wang	Tissue Biomechanics Lab	Wei Sun
Bio(nano)sensor Lab	Yu Lei	Wei Laboratory for Development of Novel Biomaterials for Tissue Engineering	Mei Wei
Cellular Mechanics Lab	George Lykotrafitis	Micro/Optoelectronics Research Lab	Faquir Jain
Center for Cell Analysis and Modeling	Leslie Loew	Research Labs at the University of Connecticut Health Center	Various labs and faculty

Representative studies underway, funded by NIH, DOD, NSF, the Donahue Foundation and other leading research agencies, include:

- The development of computational models and experiments at the cellular level to study quantitatively how diseases such as sickle cell disease affect the chemomechanical properties and structure of human cells.
- The development of a scaffold that can mimic human tissue and encourage cartilage regeneration around joints.
- The formulation of lipid-based targeting therapeutic/diagnostic nanocarriers by self-assembling mechanisms, which can be applied to large-scale production, and research aimed at revealing fundamental mechanisms between proteins and lipids.
- Computational methods and software tools enabling comprehensive characterization of genomic diversity of viral quasispecies infecting human individuals and animal populations from high-throughput sequencing data.
- The development of algorithmic models to reveal protein function and identify novel targets for the development of insecticides, antibiotics, antiviral, and health related drugs.
- The development of novel synthetic substances that can carry out biomolecular recognition to enable and regulate diverse functions within and among cells, including small molecules, large biomolecules, and even whole organisms.
- The design and development of a new heart valve and annuloplasty prosthesis, and study of biomechanics of heart valve biomaterials.

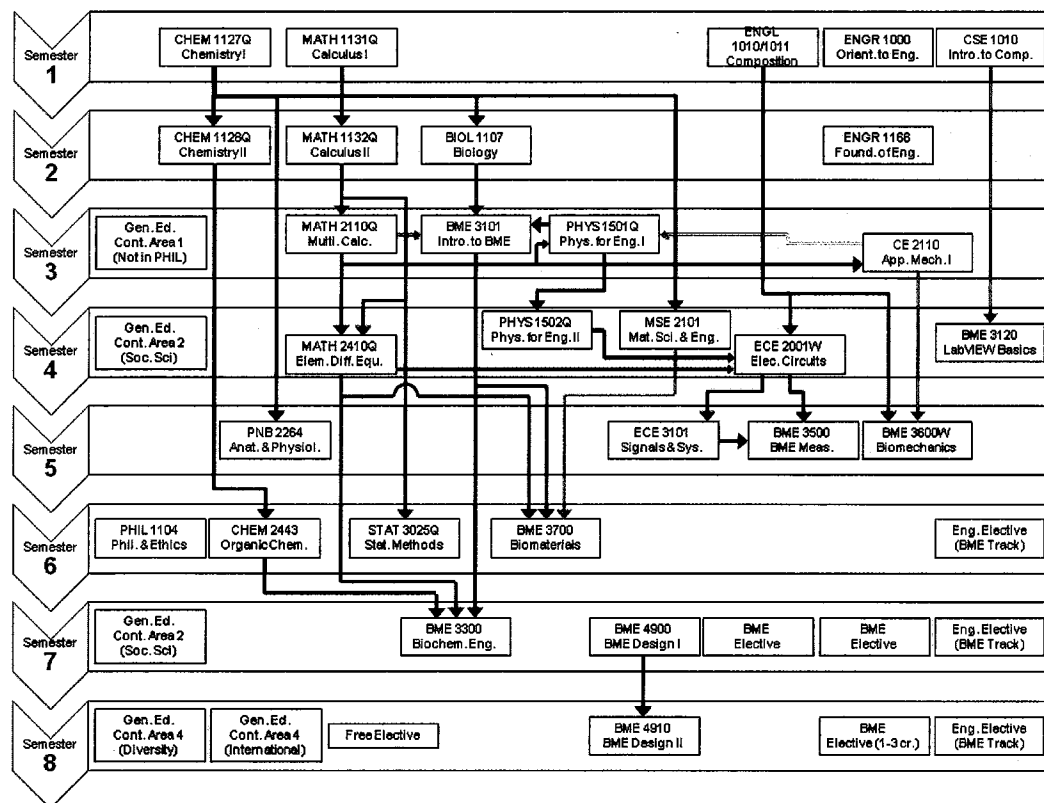
B. Degree Programs

The current BME program offers B.S., M.S. and Ph.D. degrees. For each, there are established curricular roadmaps, courses, advisors and performance expectations.

In 2010-11, dedicated Courses & Curriculum Committees (CCC) were formed for the undergraduate and graduate programs in BME. The BME CCCs are responsible for recommending changes to the BME courses and curriculum as an ongoing effort to develop and enhance the BME program and to provide the best BME education that UConn has to offer.

To earn a B.S. in BME, students must complete a minimum of 128 credits, including a minimum of 18 credits in humanities coursework, 32 credits in math/science and 48 credits in engineering. The capstone Senior Design project is required of all students. BME4900 (Design I) and BME 4910 (Design II) are a two-semester course sequence that provides an opportunity for practical and innovative problem solving in creating a product to meet a real need for a customer/client.

The undergraduate curricular flowchart appears on the following page.



All undergraduate BME labs, except for the senior design lab in the Castleman Building, are located in two large laboratories in the Bronwell Building, where the Biomechanics and Biomaterials activities and the Biomeasurements, Biosystem Analysis, and Freshman Biomedical Engineering activities are conducted. A lab course in LabVIEW is offered in the Engineering Computer Cluster. To date, nearly all undergraduate labs are based on virtual instruments using National Instruments hardware and LabVIEW and, with the LabVIEW course and the BME laboratories, BME students are exposed to complex biomedical measurements using sophisticated industry-standard equipment before they graduate.

The BME program participates in a combined B.S. and MD, or DMD, degree program in conjunction with the Schools of Medicine and Dental Medicine, where selected students are guaranteed admission providing that 1) all academic standards and contingencies, including maintaining a 3.2 GPA throughout the undergraduate years, are fulfilled to the satisfaction of either Medical or Dental Schools and 2) the student successfully completes the B.S. degree in BME. Students must apply to this program when they apply for admission to the University and the School of Engineering.

The BME program awards M.S. and Ph.D. degrees as well.

Master's degree options include a Plan A focus, which emphasizes research and requires a thesis; and the non-thesis Plan B focus, which requires more coursework, a final exam, and more generalized subject expertise. A two-year 30-credit hour *Clinical Engineering Internship* M.S. program permits graduate students to gain an in depth exposure to medical technology in any one, or several, participating medical institutions in Connecticut, Massachusetts and Rhode Island. In addition, a BME *Industrial Engineering*

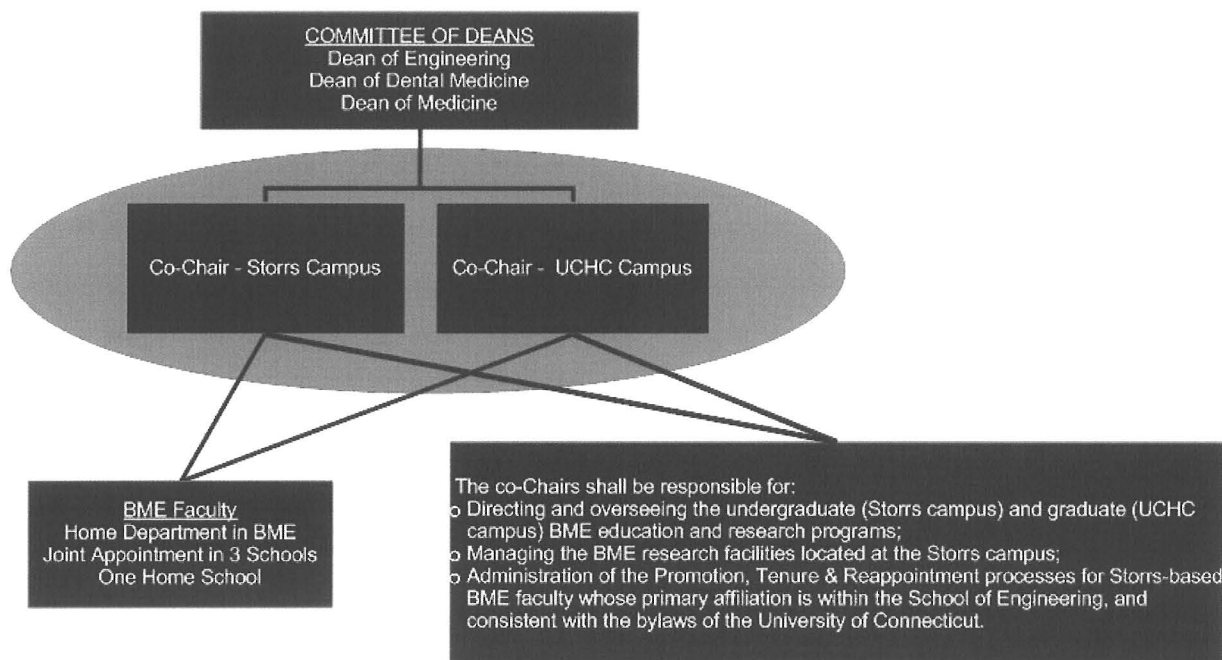
Internship permits graduate students to gain in-depth exposure to the conception, design and manufacture of health care products.

The BME program also offers students an opportunity to secure a B.S. degree and a Plan B M.S. degree within five years. This option provides a structured plan for an accelerated course-based M.S. degree and is typically available to all UConn undergraduate engineering students.

The Ph.D. program requires a minimum of 24 credit hours, beyond the M.S., and 15 credit hours of GRAD 6950 “Doctoral Dissertation Research,” requiring candidates to develop a thesis, pass the qualifying exam, write and defend the thesis.

NEW BME DEPARTMENT STRUCTURE

We propose that the new Department of Biomedical Engineering have the following governance, faculty and staffing structure, as shown in the graphic (note that *additional, joint duties of the co-Chairs appear in text*):



Two co-Chairs – one each representing and associated with the Storrs and UCHC campuses under the direction of a three-member Committee of Deans (one each from the School of Engineering, School of Medicine and School of Dental Medicine).

Co-Chair Selection

- The School of Engineering Dean shall nominate candidates for the co-Chair to be located at the Storrs campus; the final selection shall be voted on and approved by the Committee of Deans
- Together, the Deans of the School of Medicine and School of Dental Medicine shall nominate candidates for the co-Chair to be located at the UCHC campus; the final selection shall be voted on and approved by the Committee of Deans

Co-Chair Duties

The Storrs-based co-Chair shall be responsible for:

- Directing and overseeing the *undergraduate* BME education program;
- Managing the BME research staff and facilities located at the Storrs campus;
- Administration of the Promotion, Tenure & Reappointment processes for Storrs-based BME faculty whose primary affiliation is within the School of Engineering, and consistent with the bylaws of the University of Connecticut.

The UCHC-based co-Chair shall be responsible for:

- Directing and overseeing the *graduate* BME education program;
- Managing the BME research facilities located at the UCHC campus;
- Administration of the Promotion, Tenure & Reappointment (PTR) processes for UCHC-based BME faculty whose primary affiliation is within either the School of Medicine or the School of Dental Medicine, and consistent with the bylaws of the University of Connecticut.

Jointly, the co-Chairs shall be responsible for:

- Strategic planning for, and facilitation of, the research and educational agenda of the BME Department;
- Determining the teaching assignments and loads of BME faculty members;
- Oversight of the joint BME Courses & Curriculum Committee;
- Overseeing and administering all BME faculty performance evaluation;
- And other duties as agreed upon by the co-Chairs and Committee of Deans.

Faculty

It is expected that when the BME Department is fully realized, it will have a core of approximately 25 tenured/tenure track faculty members whose primary departmental home is within BME. This core shall include five new BME-home faculty members and two new faculty members with dual appointments in BME, whose hiring was approved by Provost Peter Nicholls on May 24, 2012.

It is anticipated that all BME faculty members shall have joint appointments in all three schools: Engineering, Medicine and Dental Medicine, with one of these designated the primary (home) school.

The composition of the BME faculty is expected to be approximately 50% from the School of Engineering; 25% from the School of Medicine; and 25% from the School of Dental Medicine.

BME faculty shall be expected to adhere to the PTR process and bylaws of their home School.

Finances, Support Staff and Space

The expenses associated with the co-Chairs, offices, classrooms, and administrative staff shall be paid for by the respective Schools.

It is expected that two administrative personnel currently assigned to the BME *program* in Storrs (one program assistant and one academic advisor) shall remain in their current capacities within the BME Department. Appropriate support and administrative staff at the UCHC shall be assigned and managed by the Schools of Medicine and Dental Medicine.

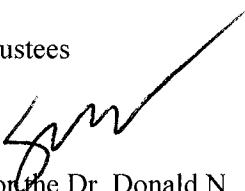


University of Connecticut
Office of the President

Susan Herbst
President

September 27, 2012

TO: Members of the Board of Trustees

FROM: Susan Herbst, President 

RE: Naming Recommendation for the Dr. Donald N., Class of 1954, and Gail Maynard Student Lounge

RECOMMENDATION:

That the Board of Trustees authorizes the naming of the Student Lounge, Room 201, in the W.B. Young Building on the UConn Storrs campus as the Dr. Donald N., Class of 1954, and Gail Maynard Student Lounge.

BACKGROUND:

The Student Lounge located on the second floor of the Young Building, which houses the College of Agriculture and Natural Resources, is 18' wide by 20' deep. The space will be used by students for casual study, conversing, student group collaboration, reading and as a space to post information pertaining to the College of Agriculture and Natural Resources.

Dr. Donald Maynard established the Donald N. Maynard Endowed Lecture in Plant Science Fund in 2004 to provide financial support for a lecture(s) in the Plant Science Department within the College of Agriculture and Natural Resources at the University. The naming of the student lounge is proposed in recognition of Mr. Maynard's most recent \$35,000 unrestricted gift to the College of Agriculture and Natural Resources Dean's Fund. In addition, he and his wife established the Donald N. Maynard Fund, which provides scholarships for horticulture/agronomy students. He has been a consistent donor to the University since 1994 and to date has gifted a total of \$164,936 to support various funds.

Dr. Maynard graduated with a BS from UConn's College of Agriculture and Natural Resources in 1954. An internationally recognized author and expert on horticulture, he is also co-author of the world's most widely used vegetable production information resource, *Knott's Handbook for Vegetable Growers*. Dr. and Mrs. Maynard are members of the National Development Council, the Founders Society, and the Charles Lewis Beach Society. Dr. Maynard was awarded the UConn Agricultural and Natural Resources Distinguished Alumni Award in 2000. He is a lifetime member of the Alumni Association and past president of the Sun Coast Chapter of the Alumni Association.

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University of Connecticut
Office of the Provost

September 27, 2012

TO: Members of the Board of Trustees
FROM: Mun Y. Choi, Interim Provost
Frank M. Torti, Executive Vice President for Health Affairs
RE: Financial Conflict of Interest Policy

BACKGROUND:

To ensure compliance with federal regulations, the University of Connecticut's Policy on Financial Conflict of Interest in Research was approved in 2007 and revised in 2010. This Policy on Financial Conflicts of Interest in Research provides guidelines to promote objectivity in research. The policy establishes standards to ensure that the design, conduct, and reporting of research funded by extramural sponsors will not be biased by any conflicting financial interest of an investigator. The University encourages investigators to engage in appropriate outside relationships, but significant financial interests related to these relationships need to be disclosed, reviewed, and managed in accordance with this policy.

This past year, the Public Health Service (PHS) mandated changes to the existing regulations. The details are available at: http://grants.nih.gov/grants/policy/coi/fcoi_final_rule.pdf. Revisions to UConn's Policy on Financial Conflict of Interest in Research were made to meet the changes mandated by PHS. These include requirements that:

- The threshold for equity interest and for any non-UConn remuneration (e.g., payment for faculty consulting) for PHS-funded investigators is reduced from \$10,000 to \$5,000.
- Travel of investigators not paid for by federal, state or institutional funds (i.e. reimbursed by private companies etc.) must be disclosed.
- PHS-funded investigators must complete training prior to engaging in PHS-funded research and at least every four years thereafter.

UConn's Policy on Financial Conflict of Interest in Research has been revised to ensure compliance with federal regulations. The revised policy has received administrative approval and is being implemented at all campuses.

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web: <http://provost.uconn.edu>

Financial Conflicts of Interest in Research

1. BACKGROUND

Investigators at the University of Connecticut (University) promote the research mission of the University relating to the discovery and dissemination of knowledge that emerges from that research. Participation in activities of professional associations, industry collaborations, and other public and private entities can assist in meeting these expectations, while also serving the academic interests of the University. In addition, such participation brings enhanced national and international status to the University and the State. Over the past decade, the opportunity for University faculty and staff to engage in external professional and entrepreneurial activities has increased markedly, and is encouraged by the state and federal governments because of the resulting economic development benefits. The State of Connecticut has determined that the commercialization of University research and technology transfer is critical to Connecticut's long-term economic growth.

However, it is vital that Investigators adhere to state and federal regulations dealing with avoiding and managing potential and existing conflicts of interest. In order for the University to maintain public trust and support in carrying out its mission, including all sponsored activities, the University must demonstrate that it subjects itself to the highest standards of ethical behavior.

2. PURPOSE

This Policy on Financial Conflicts of Interest in Research (Policy) provides guidelines to promote objectivity in research. The Policy establishes standards to ensure that the design, conduct, and reporting of research funded by extramural sponsors will not be biased by any conflicting financial interest of an Investigator. The University encourages Investigators to engage in appropriate outside relationships, but significant financial interests related to these relationships need to be disclosed, reviewed, and managed in accordance with this Policy.

3. APPLICABLE FEDERAL REGULATIONS

The following federal regulations inform this policy:

Public Health Service (PHS)

http://grants.nih.gov/grants/policy/coi/fcoi_final_rule.pdf

National Science Foundation (NSF)

http://www.nsf.gov/pubs/policydocs/pappguide/nsf10_1/aag_4.jsp

Food and Drug Administration (FDA)

<http://www.fda.gov/RegulatoryInformation/Guidances/ucm126832.htm>

In summary, the federal policies and regulations stipulate:

- a. Disclosures of significant financial interests by ALL Investigators;

- b. Institutional certification that all proposed and ongoing sponsored research is either free of financial conflicts of interest, or that such conflicts are adequately managed and reported as required by applicable regulations;
- c. The implementation of an institutional mechanism for managing financial conflicts of interest in research;
- d. Notification of sponsors, as required, of management plans and if the University is unable to manage financial conflicts of interest satisfactorily;
- e. Monitoring of compliance, procedures for retroactive review in cases of non-compliance, enforcement mechanisms, and sanctions where appropriate;
- f. Maintenance of records relating to this policy for at least three years following the termination of a given project; and,
- g. Providing information and training to Investigators, as required by applicable regulations.

4. DEFINITIONS

Business means any corporation, partnership, sole proprietorship, firm, franchise, association, organization, holding company, joint stock company, receivership, business or real estate trust, or any other legal entity organized for profit or charitable purposes.

Clinical Investigation (PHS) means any experiment in which a drug is administered or dispensed to, or used, involving one or more human subjects. An experiment here is any use of a drug, except for the use of a marketed drug in the course of medical practice.

Clinical Investigation (FDA) means any experiment that involves a test article and one or more human subjects, and that either is subject to requirements for prior submission to the Food and Drug Administration under section 505(i) or 520(g) of the act, or is not subject to requirements for prior submission to the Food and Drug Administration under these sections of the act, but the results of which are intended to be submitted later to, or held for inspection by, the Food and Drug Administration as part of an application for a research or marketing permit. The term does not include experiments that are subject to the provisions of part 58 of the chapter, regarding non-clinical laboratory studies.

Financial Conflict of Interest (FCOI) means a situation in which significant financial interests in a business, or other personal considerations provided by a business, may compromise, or have the appearance of compromising, an Investigator's professional judgment in conducting or reporting research, the results of which could affect the aforementioned business, either directly or indirectly. An FCOI exists when the University, through its designated official(s), reasonably determines that an Investigator's Significant Financial Interest is related to a research project and could directly and significantly affect the design, conduct or reporting of the research.

Human Subject (PHS regulations "Protection of Human Subjects" 45 CFR Part 46, as administered by OHRP) means a living individual about whom an Investigator conducting research obtains data through intervention or interaction with the individual, or identifiable private information.

Human Subject (FDA regulations 21 CFR 50) means an individual who is, or becomes, a participant in research, either as a recipient of the test article or as a control. A subject may be either a healthy human or a patient.

Immediate Family means the Investigator's spouse/domestic partner and dependent children.

Institutional Responsibilities are an Investigator's professional responsibilities on behalf of the University, which include research, teaching, and service as, e.g., outlined in the Policy on Faculty Professional Responsibilities (<http://policy.uconn.edu/?p=659>).

Intellectual Property means a product of the intellect that has commercial value, including copyrighted works, patents, business methods, and industrial processes.

Investigator means the principal investigator and any other person (regardless of title or position) who is responsible for the design, conduct or reporting of research or educational activities. This may include faculty and research staff (research associates and assistants, postdoctoral fellows, graduate students, visiting scientists engaged in research conducted at the University) as well as consultants.

Research (PHS regulation 45 CFR 46.102(d)) means a systematic investigation, including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge. Activities which meet this definition constitute research for purposes of this Policy, whether or not they are conducted or supported under a program which is considered research for other purposes.

Significant Financial Interest (SFI)

1. *Significant Financial Interest* means:

For PHS and all sponsors that follow the 2011 PHS FCOI Regulations ¹	For NSF and all other sponsors:
<p>With regard to any publicly traded entity, an SFI exists if the value of any remuneration² received from the entity in the twelve months <i>preceding</i> the disclosure and the value of any equity interest in the entity as of the date of disclosure, when aggregated, exceeds \$5,000; or</p> <p>With regard to any non-publicly traded entity, an SFI exists if the value of any remuneration received from the entity in the twelve months <i>preceding</i> the disclosure, when aggregated, exceeds \$5,000, or when the Investigator (or the Investigator's Immediate Family) holds any equity interest (e.g., stock, stock option, or other ownership interest); or</p> <p>Intellectual property rights and interests (e.g., patents, copyrights), upon receipt of income related to such rights and interests.</p>	<p>An equity interest that when aggregated for the Investigator and the Investigator's Immediate Family exceeded \$10,000 over the last 12 months, and/or is expected to exceed \$10,000 in value over the next 12 months as determined through reference to public prices or other reasonable measures of fair market value; or</p> <p>Salary, royalties or other payments not from the University for services (e.g., consulting fees or honoraria) that when aggregated for the Investigator and the Immediate Family over the last 12 months exceeded \$10,000 or are expected to exceed \$10,000 over the next 12 months;</p>
<p>Investigators also must disclose the occurrence of any reimbursed or sponsored travel (i.e., that which is paid on behalf of the Investigator and not reimbursed to the Investigator so that the exact monetary value may not be readily available), related to their Institutional Responsibilities.</p>	

2. In addition, the following needs to be disclosed **for Clinical Investigations** covered by FDA regulations:
- a. Compensation made to the Investigator in which the value of compensation could be affected by the outcome of the study/research project.
 - b. A proprietary interest in the tested product, including, but not limited to, a patent, trademark, copyright or licensing agreement.

¹ E.g. American Heart Association and American Cancer Society

² For purposes of this definition, remuneration includes salary and any payment for services not otherwise identified as salary (e.g., consulting fees, honoraria, paid authorship); equity interest includes any stock, stock option, or other ownership interest, as determined through reference to public prices or other reasonable measures of fair market value

3. The term *Significant Financial Interest* **does not** include the following types of financial interests:
- a. Salary, royalties, or other remuneration paid by the Institution to the Investigator if the Investigator is currently employed or otherwise appointed by the University, including intellectual property rights assigned to the University and agreements to share in royalties related to such rights;
 - b. Income from investment vehicles, such as mutual funds and retirement accounts, as long as the Investigator does not directly control the investment decisions made in these vehicles;
 - c. Income from seminars, lectures, or teaching engagements sponsored by a federal, state, or local government agency, an institution of higher education as defined at 20 U.S.C. 1001(a), an academic teaching hospital, a medical center, or a research institute that is affiliated with an Institution of higher education; or
 - d. Income from service on advisory committees or review panels for a federal, state, or local government agency, an Institution of higher education as defined at 20 U.S.C. 1001(a), an academic teaching hospital, a medical center, or a research institute that is affiliated with an institution of higher education.
 - e. Travel that is reimbursed or sponsored by a federal, state, or local government agency, an Institution of higher education as defined at 20 U.S.C. 1001(a), an academic teaching hospital, a medical center, or a research institute that is affiliated with an Institution of higher education.

Sponsor means an individual company, or any entity which takes responsibility for the initiation, management, and/or financing of a research project, but which does not actually conduct the investigation.

5. PROCEDURES

I. Notification

A copy of this policy will be sent to all current Investigators and will be provided to all new Investigators upon hire. The policy is also available on the UConn website under "University Policies."

II. Training

All PHS-funded Investigators must complete training prior to engaging in PHS-funded research and at least every four years thereafter as well as under the following circumstances (in the timeframes noted in parentheses):

- a. The University's Financial Conflict of Interest policy changes such that Investigator requirements are affected (within 60 days).
- b. An Investigator is new to the University (prior to engaging in PHS-funded research).

- c. The University finds that an Investigator is not in compliance with the Policy or a management plan, as applicable.

III. Disclosure of Significant Financial Interests

Each Investigator must disclose his/her known SFIs (including those of the Investigator's Immediate Family) that reasonably appear to be related to the Investigator's Institutional Responsibilities. In determining whether a financial interest has to be disclosed, the Investigator shall consult the definition of SFI within this policy and, if in doubt, resolve in favor of disclosure.

1. *Disclosure for each Proposal Submission:* At the time of submission of a new proposal (and annually thereafter if awarded), Investigator will complete and submit an Individual Significant Financial Interest Review Form. The University will not submit a proposal until such disclosure form(s) has been submitted.
2. *Changes in SFI:* An updated disclosure shall be completed and filed within thirty (30) days at any time when an Investigator acquires or discovers a new reportable SFI not disclosed in the last disclosure. For existing Investigators on a project, new or newly identified SFIs will be reviewed promptly to determine if an FCOI exists, create a management plan if necessary and report the newly identified FCOI to the sponsor within 60 days if required.
3. *Human Subject Research:* When research involves human subjects, the Investigator must disclose SFIs to the Institutional Review Board (IRB) with every submission of protocols. If an Investigator has an FCOI, but a management plan is not on file, the IRB will contact the VPR or his or designee and hold approval of the protocol until the FCOIR makes a determination.
4. *New Investigators:* If research is ongoing and an Investigator newly participating in the project discloses an SFI related to that research, those SFIs will be reviewed promptly to determine if an FCOI exists, create a management plan if necessary and report the newly identified FCOI to the sponsor within 60 days if required.

IV. Determination, Resolution, and Management of a Conflict of Interest

1. The VPR will review SFI Disclosure Forms and, if an SFI is disclosed, the Investigator will be required to complete a *Supplemental Information Request to Significant Financial Interest Disclosure*. The VPR or his/her delegate performs an initial administrative review and refers all disclosed SFIs to the Financial Conflict of Interest in Research Committee.
2. The Financial Conflict of Interest in Research Committee (FCOIRC) is appointed by the VPR and serves as the resource with respect to the determination of relatedness of SFIs and the identification and management of COIs. The FCOIRC shall include an appointed chair and (5) additional appointed members with broad representation across the University, and one community member who is not a University employee. Members shall serve three-year staggered terms.

3. The FCOIRC, with the help of the Investigator and/or his/her department head and based on guidelines consistent with all applicable regulations, will determine if the SFI is *related to* a sponsored research project and, if so related, whether the SFI constitutes a financial conflict of interest (FCOI).
4. If the FCOIRC identifies an FCOI, it will resolve the conflict by elimination, mitigation, or the creation of a management plan. The Investigator has to agree in writing to the conditions listed in such management plan. The following are examples of conditions that may be imposed:

Public disclosure of SFIs, including disclosure on manuscripts submitted for publication, on abstracts and posters submitted for presentation, and on informed consent documents;

- a. Monitoring of the research by independent reviewers;
 - b. Modification of the research;
 - c. Disqualification from participation in all or a portion of the activities that could be affected by the FCOI;
 - d. Divestiture or reduction of the SFI;
 - e. Severance of relationships that create actual or potential conflicts.
5. An FCOI must be eliminated or a management plan agreed to before a related award will be set up. Neither the institution nor an Investigator may expend funds unless it has been determined that no FCOI exists or that the FCOI is manageable in accordance with the terms of a management plan.

V. Notification/Reporting

If an FCOI is identified, the FCOIRC is responsible for:

1. Notification of the Investigator of the management plan designed by the Committee for his/her FCOI;
2. Notification of the Office for Sponsored Programs (OSP) to assure that no spending of funds from related grants occurs without prior approval of the FCOIRC.
3. Notification of the Office of Research Compliance of FCOI management plan when the research involves human subjects.
4. Notification of research sponsors, as required, of any FCOIs, including any measures taken to reduce, manage, or eliminate such conflicts. The elements of such a report shall include, at least, the items enumerated under the FCOI Regulations.

The VPR or his/her delegate will notify the above individuals, offices, and sponsors on behalf of the FCOIRC. Reasonable efforts will be made to maintain the privacy of information gathered in the FCOIRC's deliberations, within the limits imposed by applicable laws and regulations.

VI. Maintenance of Records

All records related to the implementation of this policy (e.g., *Individual Financial Disclosure Forms*, *Supplemental Information Forms*, minutes of the meetings of the *COI in Research Management Committee*, notifications to funding agencies, actions taken to resolve or mitigate FCOIs, etc.) will be maintained securely by the VPR for a period of at least three (3) years beyond the termination or completion of the sponsored award to which they relate, or until the resolution of any action involving those records, whichever is longer. FCOI records shall be subject to periodic review for compliance with this policy by the VPR or by any agency per applicable regulations.

VII. Subrecipients

If a subrecipient carries out a portion of the work, University shall take reasonable steps to ensure that any subrecipient and subrecipient Investigator complies with the applicable FCOI regulation.

University will establish, via a written agreement, the governing FCOI policy.

1. Sub-recipient will certify that its FCOI policy complies with the respective regulations and, further, sub-recipient will report identified FCOIs for its investigators in a time frame that allows University to report identified FCOIs to the awarding agency.
2. Alternatively, if a sub-recipient lacks a compliant FCOI policy, the subrecipient will be governed by the University's FCOI policy; University will solicit and review sub-recipient Investigator disclosures and identify, manage and report FCOIs to the sponsor.

In the event that a sub-recipient notifies University of an FCOI for sub-recipient Investigators for which University is the prime awardee, University will promptly notify the sponsor.

VIII. Public Accessibility

Prior to expending any funds under a PHS-funded grant, cooperative agreement or contract, the VPR shall ensure public accessibility of information about the FCOI, via a written response to any requestor within five (5) business days of a request, of information concerning an SFI which was disclosed and is still held by the senior/key personnel on the project, which is determined to be related to the PHS-funded research, and which is determined to be a FCOI. The information shall consist of the information required to be provided under the FCOI Regulations.

IX. Monitoring Compliance /Mitigation

1. The VPR will monitor for compliance with the policy.

2. If the VPR learns of an SFI that was not timely disclosed or was not timely reviewed, the VPR, or his/her delegate, shall, in consultation with the FCOIRC and no later than the sixtieth (60th) day after learning of the SFI:
 - a. determine whether the SFI is an FCOI; and
 - b. if an FCOI exists, implement an interim management plan or implement other interim measures to ensure the objectivity of the research going forward.
3. If an FCOI was not timely identified or managed or if an Investigator fails to comply with a management plan, the VPR shall no later than the 120th day after determining noncompliance:
 - a. complete and document a retrospective review and determination as to whether research conducted during the period of noncompliance was biased in the design, conduct, or reporting of the research; and
 - b. implement any measures necessary with regard to Investigator's participation in the research between the date that the noncompliance is identified and the date the retrospective review is completed.
4. For PHS-covered research projects, the retrospective review shall cover key elements as specified by federal regulations and may result in updating the Financial Conflict of Interest Report, notifying the PHS awarding component, and submitting a mitigation report as required by federal regulation.
5. University will notify the PHS of instances in which the failure of an Investigator to comply with this policy or a management plan appears to have biased the design, conduct, or reporting of funded research. The University will make information available to HHS or the PHS awarding component as required by federal regulation.

X. Appeals

1. In situations where an Investigator disputes the decision of the FCOIRC, the Investigator may request to present the case to the FCOIRC in person. An Investigator who disagrees with the FCOIRC's determination may appeal in writing to the VPR. An appeal may be made in regard to whether the professional judgment of the Investigator is likely to affect his or her conduct of research, but Investigators may not contest the terms and conditions of this.
2. The VPR may agree with the FCOIRC's findings and/or recommendations, or may amend such findings and/or recommendations. The VPR shall promptly notify the Investigator and the FCOIRC in writing of the conclusions of his/her review, including the actions that must be taken by the Investigator to comply with this policy.
3. Upon receipt of the VPR's written report, the Investigator must promptly comply with the actions specified in that report.

XI. IMPLEMENTATION AND ENFORCEMENT

The Provost is the senior administrator responsible for overseeing the implementation of this Policy. The Provost has delegated the disclosure/review/management process to the Vice President for Research or his/her designee (VPR). The VPR, in consultation with the Dean of the appropriate School and the Investigator(s) Department Head, will review all breaches of the policy, including:

- a. failure to comply with the process (by refusal to respond, by responding with incomplete or knowingly inaccurate information, or otherwise);
- b. failure to remedy conflicts; and
- c. failure to comply with a prescribed management plan

Sanctions and penalties for those who knowingly and willfully disregard this policy, or refuse to comply with its terms, will be determined by the VPR, in consultation with the Dean of the appropriate School, with advice from the Investigator(s) Department Head and the Department of Faculty and Staff Labor Relations . Sanctions include, but are not restricted to:

- Letter of reprimand
- Notification to professional and/or scientific societies, funding agencies and/or professional journals
- Reassignment of duties
- Termination of grant support
- Adjustment of research space allocation
- Adjustment of salary
- Suspension
- Dismissal

XII. Audit Procedures

In order to ensure that all declarations are being made and financial conflicts managed, the University will implement a relevant audit program through the University's Office of Audit, Compliance and Ethics.


August 15, 2012



University of Connecticut
Office of the Provost

Mun Y. Choi
*Interim Provost &
Executive Vice President
for Academic Affairs*

September 27, 2012

TO: Members of the Board of Trustees
FROM: Mun Y. Choi, Interim Provost 
RE: Five Year Review of Academic Centers and Institutes

The Laws, By-Laws and Rules of the University (Article XIII) require that "All centers and institutes will be reviewed on a five-year cycle to determine their continued contribution to the University's mission." In 2005, a Committee was charged to develop criteria for the establishment and review of academic centers and institutes. Based on the guidelines developed by this Committee, all academic centers and institutes at the University of Connecticut are reviewed over a period not to exceed five years.

BACKGROUND:

Following review and deliberation, the Academic Centers and Institutes Review Committee brought forth the following recommendations, which I support:

Renewed for five-year term

Center for Environmental Health and Health Promotion
GE Global Learning Center
Wildlife Conservation Research Center
University of Connecticut Stem Cell Institute

Renewed for one-year term

Institute of Comparative Human Rights

Renaming

El Instituto: Institute of Latina/o, Caribbean, and Latin American Studies.
The Zwick Center for Food Resource Policy

Reclassified

Nancy A. Humphreys Institute for Political Social Work

Discontinued

Industrial Psychology Applications Center

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Mission statements for the renewed Centers and Institutes are available on the following page.

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Center for Environmental Health and Health Promotion (Five-Year Renewal)

To provide an environment that is supportive of positive health practices. We strive to create, translate and disseminate scientific information related to the integration of (built) environment and the promotion of health, prevention of disease, and the creation of effective interventions through collaborative research and evaluation. To advance our mission the CEHHP is dedicated to acquire local, state, federal and private research funding to increase knowledge and to train future scholars and practitioners, through interdisciplinary research, and collaborative partnerships with workplaces, community and government entities.

GE Global Learning Center (Five-Year Renewal)

To build and enhance the role of UConn and its School of Business Administration as a comprehensive, multi-disciplinary resource for promoting global business education and practice. The Center serves as a focal point for student/faculty exchange, curriculum development, research projects, corporate linkages, business outreach programs, and learning resources development.

Wildlife Conservation Research Center (Five-Year Renewal)

To conduct scientific research which addresses ecological needs of wildlife; to use scientific research in fostering enlightened stewardship of wildlife resources; to enhance public knowledge of wildlife values, conservation principles, and sound management practices by providing access to quality information products; to promote cooperation and high professional standards for wildlife research and conservation among resource users, managers, agencies, educators and the public.

University of Connecticut Stem Cell Institute (Five-Year Renewal)

To enhance Connecticut's role as a leader in innovative high tech research and technology transfer in the areas of stem cell biology, advanced microscopy and imaging, computational biology and genetics.

Institute of Comparative Human Rights (One-Year Renewal)

To Promote an integrated system of research, education, training, information, and documentation in the field of human rights; facilitate collaboration between high-level internationally recognized researchers and teaching staff of the University and other institutions in the United States and other countries, particularly South Africa; disseminate the results of research in the field of human rights.



University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Financial Officer *RDG*

Mun Y. Choi
Interim Provost and Executive Vice President for Academic Affairs *Mun Y. Choi*

RE: Revised Allocation of Bond Authorizations as set forth in the Eighteenth Supplemental Indenture (University of Connecticut General Obligation Bonds)

RECOMMENDATION:

That the Board of Trustees approve the reallocation of bond authorizations among capital projects by amending Appendix A of the Eighteenth Supplemental Indenture, as follows:

- Decrease Deferred Maintenance/Code/ADA Renovation Lump Sum by \$325,000 for a total fiscal year 2012-2013 bond authorization for such project of \$6,982,575; and
- Add Bishop Renovation for an amount of \$325,000 for a total fiscal year 2012-2013 bond authorization for such project of \$325,000; and
- Decrease Main Building Renovation by \$10,906,000 for a total fiscal year 2012-2013 bond authorization for such project of \$23,203,000; and
- Add the Research Tower for an amount of \$10,906,000 for a total fiscal year 2012-2013 bond authorization for such project of \$10,906,000; and
- Decrease The University of Connecticut Health Center New Construction and Renovation by \$5,000,000 for a total fiscal year 2012-2013 bond authorization for such project of \$44,391,000; and
- Add the Medical School Academic Building Renovation for an amount of \$5,000,000 for a total fiscal year 2012-2013 bond authorization for such project of \$5,000,000

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BACKGROUND:

The Board of Trustees approved the Eighteenth Supplemental Indenture on June 28, 2012 supplementing the Master Indenture of Trust dated November 1, 1995. The Governor signed the Eighteenth Supplemental Indenture on July 28, 2012.

Appendix A, attached hereto, lists the projects and the amount of bond proceeds authorized for each project for Fiscal Year 2012-2013, including this submission, and updates the total amounts of debt service commitment bonds ("DSC Bonds") needed as well as the prior DSC Bonds authorized for each project.

**RESOLUTION AMENDING THE EIGHTEENTH SUPPLEMENTAL INDENTURE
TO REALLOCATE FISCAL YEAR 2012-2013
GENERAL OBLIGATION BOND AUTHORIZATIONS**

WHEREAS, on June 28, 2012, the University of Connecticut (the "University"), by vote of its Board of Trustees, approved the Eighteenth Supplemental Indenture (the "Eighteenth Supplemental Indenture") supplementing the Master Indenture of Trust dated as of November 1, 1995 between the University and Fleet National Bank of Connecticut (predecessor to U.S. Bank National Association), as trustee (the "Master Indenture"); and

WHEREAS, it has been determined that the allocations for the proceeds of the bonds authorized by the Eighteenth Supplemental Indenture should be revised to reflect the actual progress being made on certain of the projects; and

WHEREAS, the University desires to amend the Eighteenth Supplemental Indenture to restate the bond authorizations as set forth in Appendix A of the Eighteenth Supplemental Indenture.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the University as follows:

That Appendix A to the Eighteenth Supplemental Indenture hereby is amended to reallocate the Fiscal Year 2012-2013 bond authorization amongst projects as follows: (a) decrease Deferred Maintenance/Code/ADA Renovation Lump Sum by \$325,000 for a total fiscal year 2012-2013 bond authorization for such project of \$6,982,575; (b) add Bishop Renovation for an amount of \$325,000 for a total fiscal year 2012-2013 bond authorization for such project of \$325,000; (c) decrease Main Building Renovation by \$10,906,000 for a total fiscal year 2012-2013 bond authorization for such project of \$23,203,000; (d) add the Research Tower for an amount of \$10,906,000 for a total fiscal year 2012-2013 bond authorization for such project of \$10,906,000; (e) decrease The University of Connecticut Health Center New Construction and Renovation by \$5,000,000 for a total fiscal year 2012-2013 bond authorization for such project of \$44,391,000; and (f) add the Medical School Academic Building Renovation for an amount of \$5,000,000 for a total fiscal year 2012-2013 bond authorization for such project of \$5,000,000; and to update the total amounts of debt service commitment ("DSC") bonds needed as well as the prior DSC bonds authorized for each project.

This Resolution shall take effect upon adoption by the Board of Trustees.

APPENDIX A
(as amended) ¹

EIGHTEENTH SUPPLEMENTAL INDENTURE
UCONN 2000 INFRASTRUCTURE IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013
UCONN 2000 BOND AUTHORIZATIONS
_____ SERIES _____ BOND PROJECTS

UCONN 2000 Projects*	UCONN 2000 Phase III Total (\$) Needed -D.S.C. Bonds**	Fiscal Year 2012-2013 Bond Authorization ⁽²⁾	UCONN 2000 Phase III Prior D.S.C. Bond Authorization ***
--<u>Storrs and Regional Campuses</u>			
Arjona and Monteith (new classroom buildings)	\$ 121,000,000	\$5,500,000	\$ 96,000,000.00
Avery Point Campus Undergraduate and Library Building	13,102,813	1,172,495	9,452,813.00
Bishop Renovation	600,000,000	325,000	2,000,000.00
Deferred Maintenance/Code/ADA Renovation Lump Sum	241,784,741.46	6,982,575	149,902,371.46
Engineering Building (with Environmental Research Institute)	60,500,000	4,000,000	8,497,000.00
Equipment, Library Collections & Telecommunications	82,641,496	1,500,000	64,641,496.00
Fine Arts Phase II	23,000,000	1,550,000	4,750,000.00
Gant Building Renovations	93,600,000	2,000,000	9,250,000.00
North Hillside Road Completion	8,200,000	2,500,000	2,000,000.00
Old Central Warehouse	2,126,000	1,000,000	1,126,000.00
Psychology Building Renovation/Addition	25,170,550	15,850,000	5,650,000.00
Residential Life Facilities	6,800,000	2,500,000	4,300,000.00
Torrey Renovation Completion and Biology Expansion	85,000,000	2,000,000	1,500,000.00
Young Building Renovation/Addition	17,519,930	8,019,930	9,500,000.00
<u>Subtotal – Storrs and Regional Campuses</u>		<u>\$54,900,000</u>	
--<u>Health Center</u>			
Deferred Maintenance/Code/ADA Renovation Sum — Health Center	\$45,434,150	\$3,000,000	\$31,505,125.00
Equipment, Library Collections & Telecommunications — Health Center	63,595,850	1,600,000	52,405,725.00
Main Building Renovation	149,433,000	23,203,000	25,385,000.00
Medical School Academic Building Renovation	40,697,500	5,000,000	3,700,000.00
Research Tower	60,471,000	10,906,000	49,565,000.00
The University of Connecticut Health Center New Construction and Renovation	356,918,500	44,391,000	54,700,000.00
<u>Subtotal – Health Center</u>		<u>\$88,100,000</u>	
Total Fiscal Year 2012-2013 Bond Authorization		\$143,000,000	

**Reflects amendments to project names by Public Act No 02-3 of the May 2002 Special Session and by Public Act No 07-108 of the 2007 Session of the Connecticut General Assembly.*

***Includes only Phase III General Obligation Debt Service Commitment amounts needed from 7/1/2005 forward*

****Does not reflect borrowings under Phase I & II including \$50,000,000 of Phase II Project authorizations issued after 7/1/2005 pursuant to the Eleventh Supplemental Indenture.*

(1) The Board of Trustees approved the Eighteenth Supplemental Indenture on June 28, 2012 and amended it on September 27, 2012.

(2) The amounts presented herein may vary (1) by resolution of the Board of Trustees provided that such reallocation does not result in the expenditure of proceeds in excess of the total aggregate amount approved as set forth in this supplemental indenture, and (2) by up to 5% upon a written determination by the Vice President and Chief Financial Officer, as an Authorized Officer pursuant to the Master Indenture as supplemented, including Section 805 thereof, provided any reallocation shall (i) not result in the expenditure of proceeds in excess of the total aggregate amount approved by the Board of Trustees for all projects as set forth in the Master Indenture as supplemented approving such total expenditures; (ii) shall not result in any adverse tax consequences to the University; (iii) be made only that the UCONN 2000 Projects affected by the reallocation can still be completed within the reallocated amounts, together with any other amounts allocated by the Board of Trustees in subsequent supplemental indentures; and (iv) be reported to the Board of Trustees at its next scheduled meeting.



University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi
Interim Provost & Executive Vice President for Academic Affairs

RE: Deferred Maintenance/Code/ADA Renovation Lump Sum Expenditures
and Equipment Expenditures

RECOMMENDATION:

That the Board of Trustees approve the Deferred Maintenance/Code/ADA Renovation Lump Sum expenditures of \$376,751 for Storrs and the Regional Campuses and \$1,570,829 for the Health Center for Fiscal Year 2012 authorized projects.

BACKGROUND:

In keeping with the process outlined in the General Guidelines for Implementing the Corrective Action Plan for UConn's Construction Program approved on August 2, 2005, the attached lists represent actual expenditures for the Deferred Maintenance project line. Each year's capital budget includes a preliminary estimate of deferred maintenance project costs. After fiscal year close, the final list of expenditures is submitted to the Board for approval. The attached information includes a listing of actual projects and expenditures compared to the estimated amounts that formed the basis of the original capital budget for FY12 previously submitted to the Board. Please note that depending on the start and duration of a project, expenditures could occur over multiple years and therefore the expenditures do not necessarily reflect the authorization for the specific year.

Also attached is the annual informational report: the summary of all Deferred Maintenance/Code/ADA Renovation Lump Sum and Equipment, Library Collections and Telecommunications expenditures to date under the UCONN 2000 program.

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University of Connecticut
UCONN 2000 Phases I-III Deferred Maintenance/Code/ADA Renovation Lump Sum
Expenditures For Fiscal Years 1996 - 2012

	Phase I	Phase II	Phase III							Total
	FY96-FY99	FY00-FY05*	FY 2006	FY 2007	FY 2008	FY2009	FY2010	FY2011	FY2012	
Storrs & Regional Campuses	\$ 45,858,374	\$ 125,333,277	\$ (951,948)	\$ 12,531,250	\$ 19,548,353	\$ 20,869,953	\$ 16,342,058	\$ 22,449,663	\$ 11,809,480	\$ 273,790,461
Health Center	-	11,700	1,396,608	2,567,873	3,178,646	4,286,953	5,156,558	3,010,806	2,786,926	22,396,071
Grand Total	\$ 45,858,374	\$ 125,344,977	\$ 444,660	\$ 15,099,123	\$ 22,726,999	\$ 25,156,906	\$ 21,498,616	\$ 25,460,469	\$ 14,596,406	\$ 296,186,532

UCONN 2000 Phases I-III Equipment, Library Collections and Telecommunications
Expenditures For Fiscal Years 1996 - 2012

	Phase I	Phase II	Phase III							Total
	FY96-FY99	FY00-FY05*	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	
Storrs & Regional Campuses										
Academic Services ¹	\$ 28,880,247	\$ 61,083,979	\$ 4,093,617	\$ 5,203,765	\$ 14,934,628	\$ 8,577,412	\$ 2,079,299	\$ 3,747,178	\$ 252,889	\$ 128,853,013
Libraries ²	17,024,852	34,651,315	4,232,986	1,010,344	201,713	110,274	50	-	-	57,231,533
Student Services ³	541,364	1,764,989	2,651	43,731	200,860	131,085	39,040	6,630	-	2,730,351
Operational Support & Physical Plant Services ⁴	5,835,173	11,048,201	1,020	1,109,297	5,151,818	567,335	347,822	2,962,007	1,870,407	28,893,079
Total - UConn Storrs & Regional Campuses	\$ 52,281,635	\$ 108,548,484	\$ 8,330,274	\$ 7,367,137	\$ 20,489,019	\$ 9,386,105	\$ 2,466,211	\$ 6,715,815	\$ 2,123,296	\$ 217,707,977
Health Center										
Academic Services ¹	\$ -	\$ 3,653	\$ 2,881,808	\$ 2,755,229	\$ 2,815,439	\$ 2,657,351	\$ 2,611,195	\$ 3,976,909	\$ 1,913,969	\$ 19,615,552
Libraries	-	-	1,407,677	1,139,897	566,486	1,161,182	1,244,581	1,609,784	120,783	7,250,390
Operational Support & Physical Plant Services ⁴	-	3,653	2,881,809	2,755,230	2,815,436	2,657,351	2,611,195	3,976,909	1,913,969	19,615,552
Total spent by UConn Storrs & Regional Campuses for Health Center ⁵	\$ -	\$ 7,306	\$ 7,171,294	\$ 6,650,356	\$ 6,197,361	\$ 6,475,883	\$ 6,466,971	\$ 9,563,602	\$ 3,948,721	\$ 46,481,494
Grand Total	\$ 52,281,635	\$ 108,555,790	\$ 15,501,568	\$ 14,017,493	\$ 26,686,380	\$ 15,861,988	\$ 8,933,182	\$ 16,279,417	\$ 6,072,017	\$ 264,189,471

Notes:

- 1) Academic Services includes instruction, research, public service and academic support. Libraries are normally classified as part of academic support, but are shown separately on this report.
 - 2) The funding of library acquisitions was shifted to operating dollars as part of a phase-in plan which makes UCONN 2000 dollars available for reallocation to other capital expenses. This is important in the long-term, because at the end of Phase III of UCONN 2000 we must ensure a stable funding stream for this activity.
 - 3) Student Services comprises all activities related to the University's student body excluding degree related activities and student records. For Student Services activities such as Residential Life and Dining Services that are classified as Auxiliary Enterprises activities, equipment purchases are not funded through UCONN 2000.
 - 4) Operating Support & Physical Plant Services includes those activities within the University that provide campus-wide support such as executive management, fiscal operations, general administrative services and physical plant operations.
 - 5) Health Center expenditures reflect amounts that have been spent and reimbursed by UCONN 2000 bond funds.
- *FY05 funds were allocated in Phase II and Phase III. For this summary, all expenditures for FY05 were included in Phase II.

University of Connecticut (Storrs and Regional Campuses)
UCONN 2000 Deferred Maintenance/Code/ADA Renovation Lump Sum Project List for 2012 Authorized Projects
Through Fiscal Year 6/30/12

(Report does not include all prior years Deferred Maintenance allocated projects)

PROJECT NAME	Project #	Original Budget	Changes	Revised Budget	Expended	Encumbered	Budget Balance Available
<u>Buildings:</u>							
Athletics Mechanical Systems - Long-Term Improvements	901613	400,000	(400,000)	-			-
Atwater Façade & Window Replacement	901397	300,000		300,000			300,000
Atwater Finish Roofs; Façade	901673	350,000		350,000	10,399	7,695	331,906
Bio-Physics (Seating Replacements)	901671	100,000		100,000	31,048	-	68,952
Central Warehouse Roof Snow Guards	901670	81,000		81,000			81,000
Chemistry Building Skylight	901608	100,000		100,000	100,000	-	-
Field House Built Up Roof Replacement-Repair Standing Seam	901403	150,000		150,000			150,000
Museum of Natural History Exterior	901610	250,000		250,000			250,000
Paint and Reside Four Small Cottages	901674	100,000	(100,000)	-			-
South Campus Entry Area Snow and Ice Protection-Rome	901609	100,000		100,000			100,000
Towers Fresh Air	901672	170,000		170,000			170,000
Subtotal		2,101,000	(500,000)	1,601,000	141,447	7,695	1,451,858
<u>Infrastructure:</u>							
Glenbrook Road and Sidewalk Replacement Design	901681	30,000		30,000			30,000
Install Replacement Steam/Condensate Piping Storrs Hall/Wilbur Cross	901679	150,000		150,000			150,000
Main Water Supply Line Repair/Replacement Study	901634	400,000	-	400,000			400,000
Putnam Hall Switchgear and Transformer Upgrade-Design	901680	25,000		25,000			25,000
Roads, Sidewalks & Miscellaneous Repairs - Phase III	901618		90,000	90,000	-	-	90,000
Schenker UG HW Pipe	901677	75,000		75,000	27,374	-	47,626
Sewer Replacement Storrs Road Pump Station-Design	901675	400,000		400,000	23,174	36,725	340,101
Whetten CW Underground Pipe	901676	50,000		50,000			50,000
Subtotal		1,130,000	90,000	1,220,000	50,548	36,725	1,132,727
<u>Code/ADA:</u>							
Misc. Asbestos/Mold/Lead Abatement Allowance	901682	205,079	253,671	458,750	135,916	92,184	230,650
North Campus Solid Waste Consent Order	901683	50,000	(50,000)	-			-
Subtotal		255,079	203,671	458,750	135,916	92,184	230,650
<u>Renovation/Lump Sum:</u>							
Renovate House #24 & #27 & Rooms in Monteith & Bousfield	901728	-	60,000	60,000	-	-	60,000
UITS Data Center Gant - Design	901669	400,000		400,000	48,840	34,300	316,860
Subtotal		400,000	60,000	460,000	48,840	34,300	376,860
<u>Emergency Reserve:</u>							
Emergency/Reserve Fiscal Year 2012	901684	400,000	146,329	546,329			546,329
Grand Total FY12		\$ 4,286,079	\$ -	\$ 4,286,079	\$ 376,751	\$ 170,904	\$ 3,738,424
Previous Years Authorized Projects					11,432,729		
Total FY12 Expenditures for all Projects					\$ 11,809,480		

University of Connecticut Health Center
UCONN 2000 Deferred Maintenance/Code/ADA/Renovation Lump Sum Expenditures for Fiscal Year 2012 Authorized Projects
Through Fiscal Year 06/30/12

(Report does not include all prior years Deferred Maintenance allocated projects)

<u>Project Name</u>	<u>Project Number</u>	<u>Budget Allocated FY12</u>	<u>Changes</u>	<u>Revised Budget FY12</u>	<u>Expended FY12</u>	<u>Encumbered</u>	<u>Budget Balance Available</u>
<u>Deferred Maintenance - Buildings</u>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Deferred Maintenance - Infrastructure</u>							
Chiller Plant Replacement	09-603.02	2,700,000	-	2,700,000	1,567,478	-	1,132,522
Subtotal		<u>\$ 2,700,000</u>	<u>\$ -</u>	<u>\$ 2,700,000</u>	<u>\$ 1,567,478</u>	<u>\$ -</u>	<u>\$ 1,132,522</u>
<u>Code/ADA</u>							
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Renovation And Lump Sum Projects</u>							
Fire Alarm System Upgrade	10-068	-	106,000	106,000	-	-	106,000
Exhaust Fan 71 Replacement	08-024		13,000	13,000		-	13,000
Grounds Bathroom Refurbishing	11-039	-	37,100	37,100	2,794.00	-	34,306
Daycare Playscape/Ramp Improvements	08-609		557	557	556.81	-	-
Subtotal		<u>\$ -</u>	<u>\$ 156,657</u>	<u>\$ 156,657</u>	<u>\$ 3,351</u>	<u>\$ -</u>	<u>\$ 153,306</u>
<u>Emergencies</u>							
Emergency/Reserve	11-606	300,000	(156,657)	143,343	-	-	143,343
Total FY11		<u>\$ 3,000,000</u>	<u>\$ -</u>	<u>\$ 3,000,000</u>	<u>\$ 1,570,829</u>	<u>\$ -</u>	<u>\$ 1,429,171</u>

Previous Years Authorized Projects

1,216,097

Total FY12 Expenditures for all Projects

\$2,786,926

**SIGNATURE AUTHORITY FOR BOARD OF
TRUSTEES REVIEW OF CONTRACTS - REVISED
(ATTACHMENT 14)**

**(RESOLUTION REMOVED FROM THE AGENDA/
UNDER THE FINANCIAL AFFAIRS REPORT)**



University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi
Interim Provost & Executive Vice President for Academic Affairs

RE: Project Budget for Garrigus Suites – Rear Stairway/Sidewalk Repair
(Planning: \$1,000,000)

RECOMMENDATION:

The Board of Trustees approve the Planning Budget of \$1,000,000 for the design and construction of repairs to the stairs/sidewalks located behind the Harry L. Garrigus Suites.

BACKGROUND:

The area between the Sherman Athletic Complex and the western boundary of the campus contain several residential complexes, including the Hilltop Community, Garrigus and Hilltop Suites. Many of the students that occupy these residence halls find the exterior stairway/sidewalk system is the most direct and convenient pedestrian to the center of campus. The stairs are heavily utilized and this level of use was not envisioned when the stairs were originally constructed.

The stairway/sidewalk system was constructed over twenty years ago with the construction of the Sherman Athletic Complex prior to construction of the Hilltop and Garrigus Suites. They traverse an approximate 30 foot elevation in addition to providing accessibility to the athletic complex press box and seating areas.

The stairs have deteriorated as a result of constant wear and tear, winter salt treatments and freeze/thaw cycles. It is necessary to review this stair/sidewalk network with the purpose of correcting condition deficiencies and safety issues and to determine if additional walks and stairs are needed to serve the student population now and in the future.

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Consultants will be retained to survey the area and recommend various structural/architectural approaches utilizing a menu of materials. Landscaping, pedestrian safety and associated utility work including drainage and site lighting is also anticipated to be a part of the recommendations.

The attached Project Budget is an estimate of the project costs. The University will complete the planning and due diligence effort and prepare a scope of work concept with a detailed cost estimate.

This Planning Budget is attached for your consideration and approval.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: PLANNING

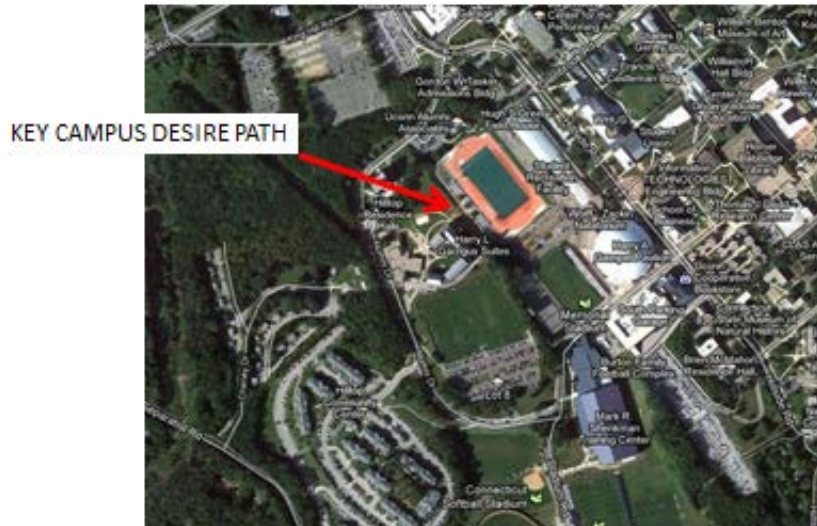
PROJECT NAME: GARRIGUS SUITES - REAR STAIRWAY REPAIR

<u>BUDGETED EXPENDITURES</u>	PROPOSED PLANNING 9/27/2012
CONSTRUCTION	\$ 645,000
DESIGN SERVICES	95,000
TELECOMMUNICATIONS	-
FURNITURE, FIXTURES AND EQUIPMENT	-
CONSTRUCTION ADMINISTRATION	15,000
OTHER AE SERVICES (including Project Management)	22,500
ART	-
RELOCATION	-
ENVIRONMENTAL	20,000
INSURANCE AND LEGAL	5,500
MISCELLANEOUS	22,000
OTHER SOFT COSTS	-
SUBTOTAL	\$ 825,000
PROJECT CONTINGENCY	175,000
TOTAL BUDGETED EXPENDITURES	\$ 1,000,000
<u>SOURCE(S) OF FUNDING</u>	
UCONN 2000 PHASE III - FY11 DM	\$ 1,000,000
TOTAL BUDGETED FUNDING	\$ 1,000,000

GARRIGUS SUITES – REAR STAIRWAY/SIDEWALK REPAIR

Project Budget (PLANNING)

09/27/2012



AREA OF WORK





University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi
Interim Provost and Executive Vice President for Academic Affairs

RE: Project Budget for North Eagleville Road Area Infrastructure
Repair/Replacement and Upgrade (Planning: \$750,000)

RECOMMENDATION:

The Board of Trustees approve the Planning Budget of \$750,000 for due diligence and development of contract documents for North Eagleville Road area steam distribution and other associated infrastructure repair/replacement and upgrades at the University of Connecticut.

BACKGROUND:

The University owns, operates and maintains an extensive underground and above ground utility infrastructure. This includes steam, condensate, water, communication, sewer, low and high voltage electrical, cooling/heating and other distribution systems.

Many of the University buildings on the main campus are heated with high pressure steam generated by the University operated Central Utility Plant (CUP). A majority of the steam is distributed via an underground network of steam supply and condensate return pipes. There are approximately 48,300 feet of underground steam and condensate piping on the main campus. Approximately 95% is direct buried and approximately 5% is installed in newer utility tunnels. The oldest of the piping was installed in the 1930s, 68% of the piping is more than 40 years old, 22% of the piping is between 30 and 35 years old. Much of the system is at the end of its expected serviceable life. The University will have to invest approximately \$100 million over the next ten years to address this vital infrastructure need. It is anticipated that the University will be required to perform, phased system rehabilitation of \$10 million per year for the next decade. This request is the first of what will be numerous, phased requests.

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The University has observed increasing frequency of failures of the system including, pipe breaks, steam trap malfunction, valves bursting and vaults deteriorating. The decayed system and failures negatively impact the University mission and combined are a significant safety issue and have been the subject of litigation. Additionally, since this network in most cases is not redundant, most buildings have only one (1) source of heat. A catastrophic failure would result in closing of any building or areas of campus serviced by the steam piping. Restoring service would not be quick and UConn's mission would be severely compromised.

The University retained an engineering firm to conduct a condition assessment and infrastructure study and make recommendations for repairs, upgrades, replacements with associated priorities. The initial work has been completed.

This project funding request addresses the steam distribution deficiencies in the general vicinity of North Eagleville Road, which serves the north-east portion of the campus, including dormitories, dining facilities, research laboratories and the houses of worship.

The steam distribution which provides heat to several of the houses of worship failed last winter. The University took immediate action to provide temporary heat to these facilities. As part of this project effort, the University will seek an appropriate, long term solution.

This request funds the detailed scope development, preparation of contract documents and completion of detailed project estimates and schedules. Preliminary study efforts to date have identified a probable project cost of approximately ten million dollars (\$10,000,000) to complete the scope for this phase of work. At the completion of this effort, further scope and cost information will be presented as further Board approvals are sought.

This Planning Budget is attached for your consideration and approval.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: PLANNING

PROJECT NAME: NORTH EAGLEVILLE ROAD AREA INFRASTRUCTURE REPAIR/REPLACEMENT

<u>BUDGETED EXPENDITURES</u>	<u>PROPOSED PLANNING 9/27/2012</u>
CONSTRUCTION	\$ -
DESIGN SERVICES	495,000
TELECOMMUNICATIONS	-
FURNITURE, FIXTURES AND EQUIPMENT	-
CONSTRUCTION ADMINISTRATION	-
OTHER AE SERVICES (including Project Management)	20,000
ART	-
RELOCATION	-
ENVIRONMENTAL	25,000
INSURANCE AND LEGAL	10,000
MISCELLANEOUS	-
OTHER SOFT COSTS	50,000
SUBTOTAL	\$ 600,000
PROJECT CONTINGENCY	150,000
TOTAL BUDGETED EXPENDITURES	<u>\$ 750,000</u>
<u>SOURCE(S) OF FUNDING</u>	
UConn 2000 PHASE III - FY13 DM	<u>\$ 750,000</u>
TOTAL BUDGETED FUNDING	<u>\$ 750,000</u>

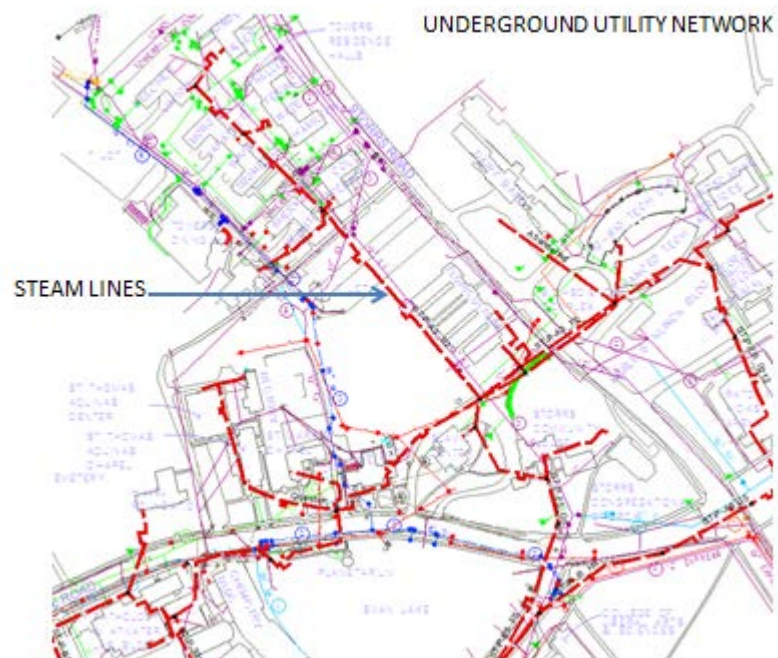
BOT 9.27.12

901752

NORTH EAGLEVILLE ROAD AREA INFRASTRUCTURE REPAIR/REPLACEMENT AND UPGRADE

Project Budget (PLANNING)

09/27/2012



**PROJECT BUDGET (PLANNING)
FOR A STUDENT HEALTH SERVICES BUILDING
(ATTACHMENT 17)**

**(RESOLUTION REMOVED FROM THE AGENDA/
UNDER THE FINANCIAL AFFAIRS REPORT)**



University of Connecticut Health Center

September 27, 2012

TO: Members of the Board of Trustees

FROM: Frank M. Torti, MD, MPH *FM T*
Executive Vice President for Health Affairs & Dean, School of Medicine

Richard D. Gray *RDG*
Executive Vice President for Administration and Chief Financial Officer

RE: Project Budget for the UConn Health Center (UCHC) Research Tower –
Incubator Lab Addition to the Cell and Genome Sciences Building (CGSB)
(Planning: \$11,170,000)

RECOMMENDATION:

That the Board of Trustees approve the Planning Budget in the amount of \$11,170,000 for the UCHC Addition to the Cell and Genome Sciences Building (CGSB).

BACKGROUND:

As part of the Bioscience Connecticut initiative UCHC will build 28,000 gross square feet (gsf) of research incubator lab space. The incubator labs will be created by renovating space in the UCHC Main Lab building and by constructing a 14,000 gsf addition to the CGSB.

The addition to the CGAB will be constructed in the northeast corner of the existing structure, adjacent to the building's existing incubator lab space. The labs will be similar in size as the existing CGSB labs, providing a variety of sizes for incubator companies to lease.

The addition will incorporate best practices for sustainability and will achieve a minimum of LEED Silver certification.

The Planning Budget is attached for your consideration and approval. The UCHC Board of Directors Finance Committee and the UCHC Board of Directors are anticipated to approve this budget at their respective meetings on September 4 and September 10, 2012.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: PLANNING

PROJECT NAME: UCHC RESEARCH TOWER - INCUBATOR LAB ADDITION

BUDGETED EXPENDITURES

**PROPOSED
PLANNING
9/27/2012**

CONSTRUCTION	\$ 7,863,000
DESIGN SERVICES	1,043,000
TELECOMMUNICATIONS	286,000
FURNITURE, FIXTURES AND EQUIPMENT	400,000
CONSTRUCTION ADMINISTRATION	-
OTHER AE SERVICES (including Project Management)	483,000
ART	-
RELOCATION	-
ENVIRONMENTAL	-
INSURANCE AND LEGAL	50,000
MISCELLANEOUS	30,000
OTHER SOFT COSTS	-
SUBTOTAL	\$ 10,155,000
PROJECT CONTINGENCY	1,015,000
TOTAL BUDGETED EXPENDITURES	\$ 11,170,000

SOURCE(S) OF FUNDING

UConn 2000 PHASE III	\$ 11,170,000
TOTAL BUDGETED FUNDING	\$ 11,170,000

UCHC RESEARCH TOWER – INCUBATION LAB
ADDITION TO THE CELL AND GENOME SCIENCES
BUILDING (CGSB)
Project Budget (PLANNING)
09/27/2012



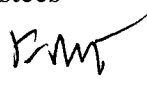
Area of Addition




University of Connecticut Health Center

September 27, 2012

TO: Members of the Board of Trustees

FROM: Frank M. Torti, MD, MPH 
Executive Vice President for Health Affairs & Dean, School of Medicine

Richard D. Gray 
Executive Vice President for Administration and Chief Financial Officer

RE: Project Budget for the UConn Health Center (UCHC) Main Building
Exterior Façade Joint Sealant Replacement (Design: \$3,475,000)

RECOMMENDATION:

That the Board of Trustees approve the Design Budget in the amount of \$3,475,000 for the UCHC Main Building Exterior Façade Joint Sealant Replacement.

BACKGROUND:

The UCHC Main Building exterior façade consists of a pre-cast concrete panel system. The joints between the concrete panels are waterproofed with a sealant material. The sealant material was replaced once, almost 20 years ago and now requires removal and replacement. The work includes a forensic analysis of the panel systems to verify that no structural issues exist, followed by the cutting out and removal of the existing sealant material and the application of a new sealants with a longer life expectancy.

As part of the design work, testing of the existing sealant was undertaken. The results of the tests show that low levels of PCBs exist in some of the sealant material. Sealants that contain PCBs must be removed and disposed of in an approved manner. The additional cost for the removal and disposal of PCB sealants was not budgeted in the previously approved Planning Budget. The additional costs for the required removal and disposal of the PCB sealants are reflected in the Design Budget.

The Design Budget is attached for your consideration and approval. The UCHC Board of Directors Finance Committee and the UCHC Board of Directors are anticipated to approve this budget at their respective meetings on September 4 and September 10, 2012.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: DESIGN

PROJECT NAME: UCHC MAIN BUILDING EXTERIOR FAÇADE JOINT SEALANT REPLACEMENT

	APPROVED PLANNING 6/24/2008	PROPOSED DESIGN 9/27/2012
<u>BUDGETED EXPENDITURES</u>		
CONSTRUCTION	\$ 2,500,000	\$ 2,800,000
DESIGN SERVICES	350,000	250,000
TELECOMMUNICATIONS	-	-
FURNITURE, FIXTURES AND EQUIPMENT	-	-
CONSTRUCTION ADMINISTRATION	-	-
OTHER AE SERVICES (including Project Management)	25,000	-
ART	-	-
RELOCATION	-	-
ENVIRONMENTAL	-	100,000
INSURANCE AND LEGAL	5,000	5,000
MISCELLANEOUS	-	5,000
OTHER SOFT COSTS	-	-
SUBTOTAL	\$ 2,880,000	\$ 3,160,000
PROJECT CONTINGENCY	420,000	315,000
TOTAL BUDGETED EXPENDITURES	\$ 3,300,000	\$ 3,475,000
<u>SOURCE(S) OF FUNDING</u>		
UConn 2000 PHASE III - DM	\$ 3,300,000	\$ 3,475,000
TOTAL BUDGETED FUNDING	\$ 3,300,000	\$ 3,475,000

BOT 9.27.12

08-603.01

UCHC MAIN BUILDING EXTERIOR FAÇADE AND
JOINT SEALANT REPLACEMENT
Project Budget (DESIGN)
09/27/2012



UCHC Main Building Complex



University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi
Interim Provost and Executive Vice President for Academic Affairs

RE: Project Budget for Atwater Building – Roof Replacements
(Final: \$600,000)

RECOMMENDATION:

The Board of Trustees approve the Final Budget of \$600,000 for replacement of roofs to significant portions of the Wilbur O. Atwater Building complex.

BACKGROUND:

Atwater Pathobiology building is a 44,000 gross square foot building located on North Eagleville Road. The building houses laboratories, offices and classrooms. The building was originally built in the 1940's with several additions; the latest built in 1989. The building is on the National Historic Register.

The Atwater Building has a mix of sloped slate roofs and flat roofs. The purpose of this project is to replace six (6) flat, built-up roofs that are beyond their useful life. The roofs have numerous leaks and require continuous patching to protect the building's interior finishes and experiments in the space below. This approach is not effective and disrupts faculty and research activities.

The project design and contract documents are complete. The attached budget reflects the results of general contractor bidding. An exception to the Board of Trustees three-phase budget approval process is requested due to the nature and timetable of this activity.

This Final Budget is attached for your consideration and approval.

Attachment

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CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: FINAL

PROJECT NAME: ATWATER BUILDING - ROOF REPLACEMENTS

<u>BUDGETED EXPENDITURES</u>	PROPOSED FINAL 9/27/2012
CONSTRUCTION	\$ 500,000
DESIGN SERVICES	15,000
TELECOMMUNICATIONS	-
FURNITURE, FIXTURES AND EQUIPMENT	-
CONSTRUCTION ADMINISTRATION	-
OTHER AE SERVICES (including Project Management)	22,500
ART	-
RELOCATION	-
ENVIRONMENTAL	3,000
INSURANCE AND LEGAL	5,500
MISCELLANEOUS	4,000
OTHER SOFT COSTS*	-
SUBTOTAL	\$ 550,000
PROJECT CONTINGENCY	50,000
TOTAL BUDGETED EXPENDITURES	\$ 600,000
<u>SOURCE(S) OF FUNDING</u>	
UCONN 2000 PHASE III - FY12 DM	\$ 600,000
TOTAL BUDGETED FUNDING	\$ 600,000

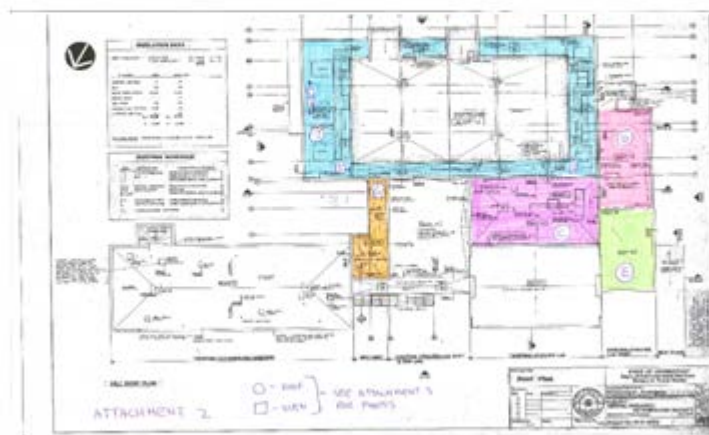
ATWATER BUILDING –ROOF REPLACEMENTS

Project Budget (FINAL)

09/27/2012



SCOPE OF WORK





University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi
Interim Provost & Executive Vice President for Academic Affairs

RE: Project Budget for Gant Building Renovations (Final: \$8,570,000)

RECOMMENDATION:

The Board of Trustees approve the Final Budget of \$8,570,000 for design and construction of repairs to the Gant Building.

BACKGROUND:

The Gant Complex encompasses over 280,000 square feet in four interconnected wings. The major occupants of the building are the Physics and Mathematics Departments, the Institute of Materials Sciences (IMS), and the University Computer Center. The primary purpose of this request is to repair significant structural, façade and roofing problems.

The University observed brick distress at Gant in the late 1990's and instituted a safety and monitoring program to analyze and assess the building issues. The primary focus of the reports was the north and south stair towers and the high parapet walls that screen mechanical equipment. The University commissioned a structural engineering consultant to evaluate the brick distress. One recommendation was to erect pedestrian scaffolding that would minimize the risk of injury to pedestrians below. Small scale repairs to the masonry were also made in the late 1990s. The repairs were intended to preserve the asset while the long term use of the building was determined (the master plan at the time indicated a building replacement).

Recent monitoring efforts reveal an accelerated deterioration of the façade and an increased likelihood of falling debris. Additionally, the roof on the physics wing is significantly beyond its useful life and requires replacement due to both age and constructability in performing facade repairs. Recently, scaffolding has been expanded to protect additional areas; but continuing to rely on scaffolding for pedestrian safety is not a desirable solution.

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The attached photographs demonstrate the significant structural issues that are common to the façade as well as the failed roof system due to age.

The University retained Simpson, Gumpertz & Heger, Incorporated, a design firm with expertise in façade restoration, and New England Restoration, an experienced masonry contractor to provide advice, develop plans and specifications for the repairs. The University recommends that the project proceed on an expedited (Exigent) basis, given the concern for Public Safety.

The scope of work includes the complete removal and rebuilding of the north and south stair towers with the replacement of the roof on the towers and the connecting Physics wing. The project budget is based on a thorough due diligence effort with the expectation of assuring Public Safety to both the building occupants and the general public (pedestrians) in and around the building itself. Concurrently, the building will be fully occupied during construction and safety to the occupants will be maintained throughout the construction effort.

A conservative contingency has been included in the budget, given the exploratory nature of the repair work and the myriad of unforeseen conditions that typically are encountered with this type of restoration project.

The University requests a waiver to the three phase budget process in order to complete this repair as soon as possible. This Final Budget is attached for your consideration and approval.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: FINAL

PROJECT NAME: GANT BUILDING RENOVATIONS - IMMEDIATE EXTERIOR REPAIRS

<u>BUDGETED EXPENDITURES</u>	PROPOSED FINAL 9/27/2012
CONSTRUCTION	\$ 6,000,000
DESIGN SERVICES	400,000
TELECOMMUNICATIONS	-
FURNITURE, FIXTURES AND EQUIPMENT	50,000
CONSTRUCTION ADMINISTRATION	300,000
OTHER AE SERVICES (including Project Management)	200,000
ART	-
RELOCATION	-
ENVIRONMENTAL	60,000
INSURANCE AND LEGAL	10,000
MISCELLANEOUS	50,000
OTHER SOFT COSTS	-
SUBTOTAL	\$ 7,070,000
PROJECT CONTINGENCY	1,500,000
TOTAL BUDGETED EXPENDITURES	\$ 8,570,000
<u>SOURCE(S) OF FUNDING</u>	
UCONN 2000 PHASE III	\$ 8,570,000
TOTAL BUDGETED FUNDING	\$ 8,570,000

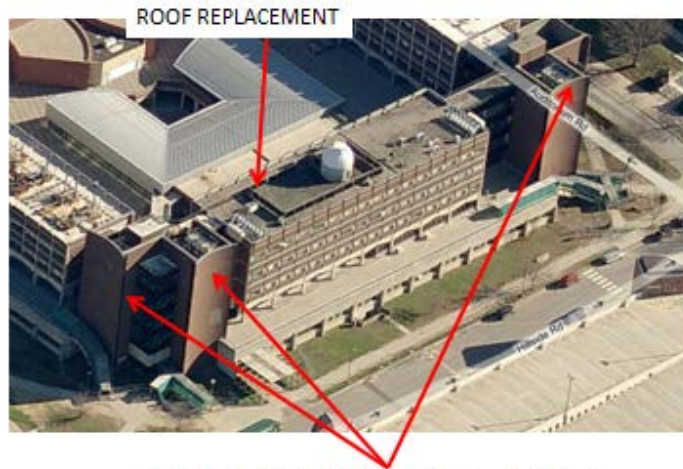
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GANT BUILDING RENOVATIONS

Project Budget (FINAL)

09/27/2012



FAÇADE PARAPET REPAIRS



ROOF REPAIRS





University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

Revised

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Operating Officer

Mun Y. Choi
Interim Provost and Executive Vice President for Academic Affairs

RE: Project Budget for Pedestrian Safety Improvements – Phase I
(Final: \$2,985,000)

RECOMMENDATION:

That the Board of Trustees approve the Final Budget in the amount of \$2,985,000 for the design and construction of Pedestrian Safety Improvements – Phase I.

BACKGROUND:

The University's Landscape Master Plan recommends various improvements to enhance the campus by promoting the installation of standardized lighting and seating, reengineering storm water and other surface drainage systems to decrease site deterioration and installing native planting. The Access Management Plan provides a template for pedestrian safety, service, loading, trash removal and other related access issues for individual buildings. The plans have identified areas on campus that have pedestrian and vehicular conflicts that require reconfiguration in order to provide clear pathways for pedestrians while accommodating the service needs of buildings. One of the first areas designated is a quadrangle between the School of Business, Information Technologies Engineering Building (ITEB), Connecticut Commons and the Whetton Building off of Hillside Road.

The University has retained a landscape architect team to design the project working with the recommendations from the two plans and various constituencies across campus. As the design progressed, it became evident that rework of the Dodd parking lot will be necessary to improve service delivery and access to buildings not previously anticipated in the project. The Dodd parking lot will be expanded to include new parking but will provide dedicated delivery and service areas for the surrounding buildings. This will alleviate the need for waste removal and other delivery vehicles to use the existing sidewalk systems to traverse this part of campus. The design provides for a new service drive and turnaround adjacent to Connecticut Commons and the School of Business off of the newly upgraded Hillside Road.

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Two newer initiatives enacted by the university address stormwater retention and drainage as well as campus appearance. This quadrangle has a significant slope toward academic buildings, challenging the design team to develop high quality stormwater treatment solutions that match the quality and details of Oak and Laurel Halls. The Campus Appearance Committee has developed new initiatives that include creating outdoor gathering spaces, highlighting our art installations and adding maintainable plantings. All of these initiatives have increased the estimated project budget, but will ultimately improve the desirability, serviceability, and stormwater systems in a heavily pedestrian part of the campus.

Project design is complete and the budget is based upon preconstruction estimates. The project duration is estimated to be 6 months. The University requests a waiver to the three step budget approval process to enable construction to start as soon as possible.

This Final Budget is attached for your consideration and approval.

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: FINAL

PROJECT NAME: PEDESTRIAN SAFETY IMPROVEMENTS - PHASE I

	APPROVED PLANNING 2/22/2011	PROPOSED FINAL 9/27/2012
<u>BUDGETED EXPENDITURES</u>		
CONSTRUCTION	\$ 1,523,000	\$ 2,490,000
DESIGN SERVICES	135,000	158,200
TELECOMMUNICATIONS	-	-
FURNITURE, FIXTURES AND EQUIPMENT	-	-
CONSTRUCTION ADMINISTRATION	-	-
OTHER AE SERVICES (including Project Management)	-	62,100
ART	-	-
RELOCATION	-	-
ENVIRONMENTAL	-	1,000
INSURANCE AND LEGAL	-	4,000
MISCELLANEOUS	-	9,700
OTHER SOFT COSTS	45,000	-
SUBTOTAL	\$ 1,703,000	\$ 2,725,000
PROJECT CONTINGENCY	187,000	260,000
TOTAL BUDGETED EXPENDITURES	<u>\$ 1,890,000</u>	<u>\$ 2,985,000</u>
<u>SOURCE(S) OF FUNDING</u>		
UCONN 2000 PHASE III - FY07 DM	\$ 15,000	\$ -
UCONN 2000 PHASE III - FY11 DM	1,875,000	2,985,000
TOTAL BUDGETED FUNDING	<u>\$ 1,890,000</u>	<u>\$ 2,985,000</u>

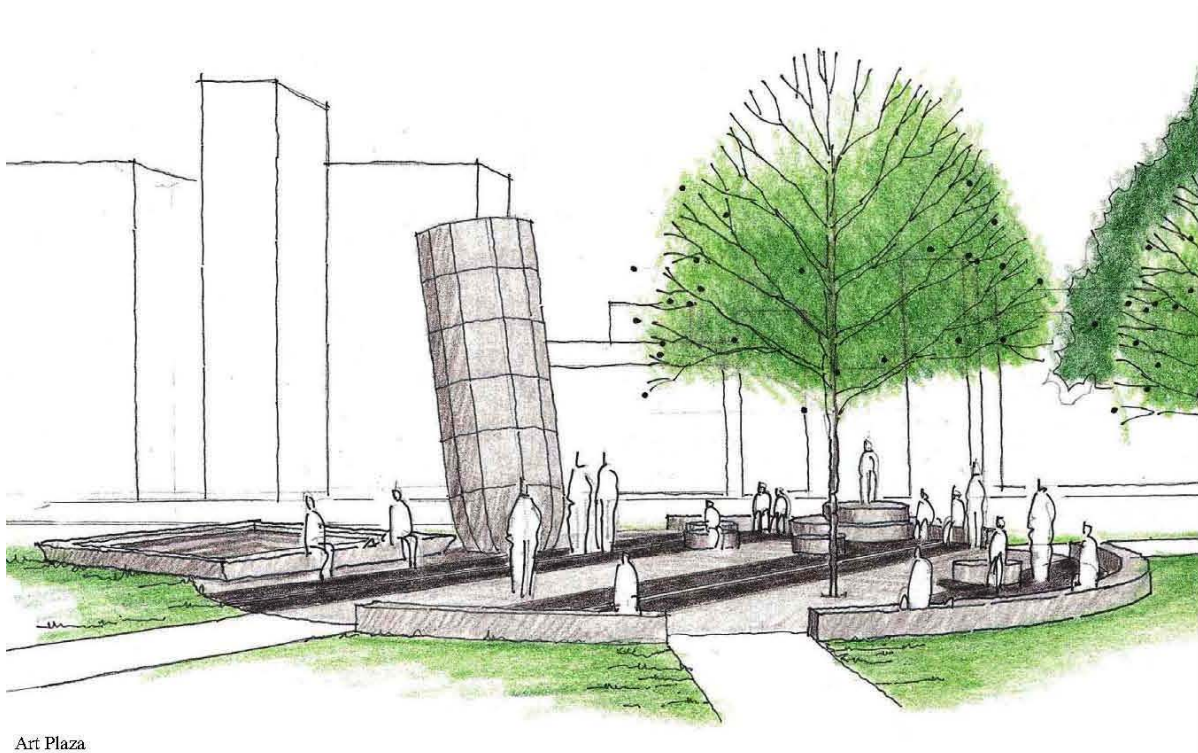
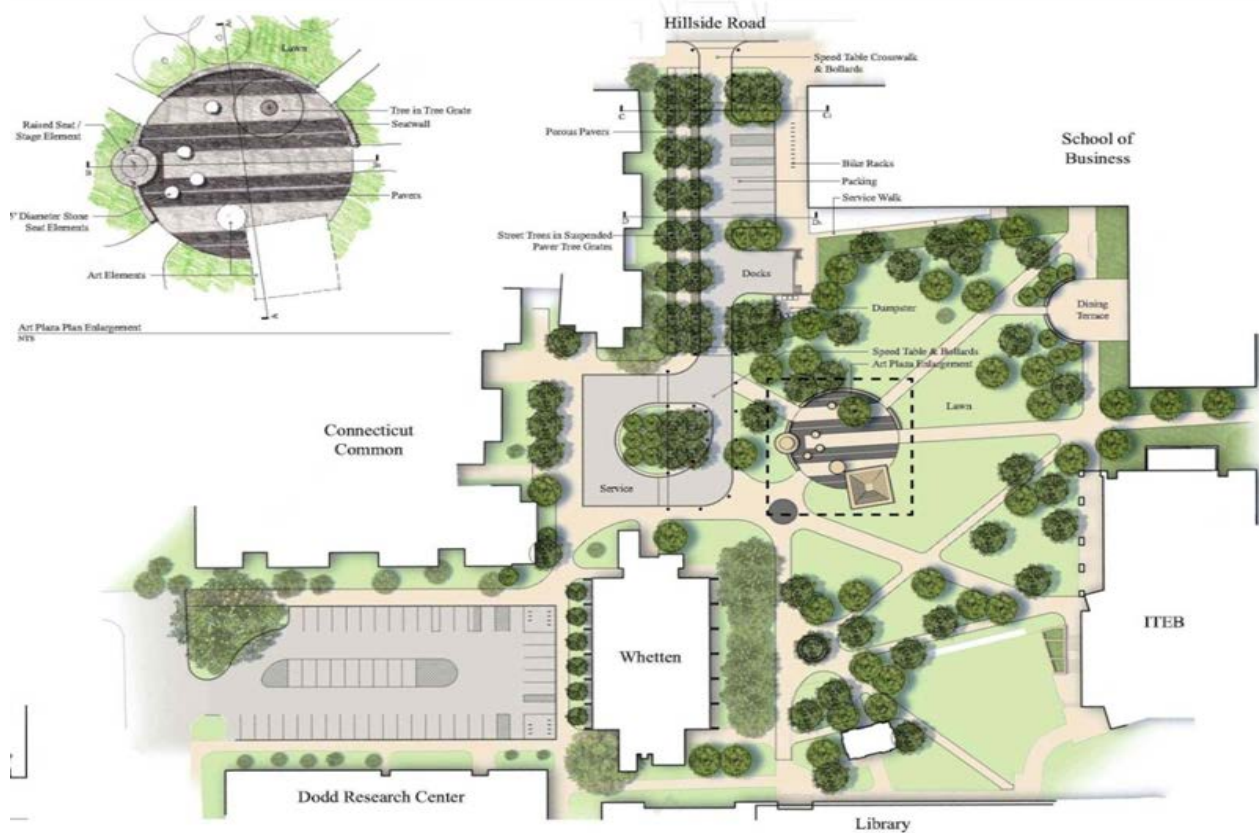
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PEDESTRIAN SAFETY IMPROVEMENTS – PHASE I

Project Budget (FINAL)

09/27/2012

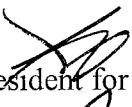


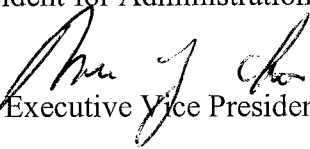


University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray 
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi 
Interim Provost and Executive Vice President for Academic Affairs

RE: Project Budget to Repair of Water Tank #2 (Final: \$1,700,000)

RECOMMENDATION:

The Board of Trustees approve the Final Budget of \$1,700,000 for the repair of water tank #2 and its associated system components.

BACKGROUND:

The University operates an extensive water distribution system from its well-fields throughout the Storrs campus and portions of the immediate surrounding community. The water is used for many purposes including domestic purposes, firefighting, and other campus needs including heat generation. An essential component of the distribution system is the water tanks. UConn has two one million gallon above ground tanks and one underground tank.

One of the above ground tanks was replaced in 2011. Extech, LLC was retained to perform a condition assessment and they have developed a list of recommendations including interior and exterior corrosion control, minor structural repairs, lower level entrance hatches, safety ladders and piping modifications. These repairs are expected to preserve the asset for another twenty (20) years. UConn branding will be added to the tank exterior as on the previously replaced water tank.

The project design is complete and the project has been competitively bid. The Final Project Budget is consistent with preliminary project estimates and the scope has not increased during the contract due diligence development phase.

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An exception to the Board of Trustees three-phase budget approval process is requested due to the nature and timetable of this activity. It is anticipated that the project will be awarded upon approval with on-site construction activities commencing after the winter months. Final completion is anticipated by December, 2013.

This Final Budget is attached for your consideration and approval.

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: FINAL

PROJECT NAME: REPAIR OF WATER TANK #2

<u>BUDGETED EXPENDITURES</u>	<u>PROPOSED FINAL 9/27/2012</u>
CONSTRUCTION	\$ 1,200,000
DESIGN SERVICES	64,000
TELECOMMUNICATIONS	-
FURNITURE, FIXTURES AND EQUIPMENT	10,000
CONSTRUCTION ADMINISTRATION	40,000
OTHER AE SERVICES (including Project Management)	68,000
ART	-
RELOCATION	-
ENVIRONMENTAL	74,000
INSURANCE AND LEGAL	5,000
MISCELLANEOUS	69,000
OTHER SOFT COSTS	-
SUBTOTAL	\$ 1,530,000
PROJECT CONTINGENCY	170,000
TOTAL BUDGETED EXPENDITURES	\$ 1,700,000
<u>SOURCE(S) OF FUNDING</u>	
UCONN 2000 PHASE III - FY06 DM	\$ 50,000
UCONN 2000 PHASE III - FY13 DM	1,650,000
TOTAL BUDGETED FUNDING	\$ 1,700,000

REPAIR WATER TANK #2

Project Budget (FINAL)

09/27/2012

REPAIR ONE MILLION GALLON WATER TANK #2



PROJECT SITE



University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi
Interim Provost & Executive Vice President for Academic Affairs

RE: Project Budget for Shippee Dining Hall Renovations
(Final: \$4,000,000)

RECOMMENDATION:

The Board of Trustees approve the Design Budget in the amount of \$4,000,000 for the planning, design and construction for the renovations of the Shippee Dining Hall.

BACKGROUND:

The Lester E. Shippee Residence Hall is a 71,000 gross square foot (GSF) residence built in 1962. The building houses approximately 300 students as well as a university catering kitchen and dining area.

The University has operational plans to consolidate its catering function from various areas throughout campus and locate the activity at the Shippee Hall facility. The University's catering operation employs approximately 29 staff, operates seven days a week and provides service to approximately 5,000 events each year.

Shippee has an existing kitchen and catering operation on its lower level. Renovations to 7,400 GSF will accommodate food preparation, distribution set up and staff offices for the consolidated operation.

The attached budget is based on the most recent University projected estimate. In completing the due diligence, the design team identified additional critical deferred maintenance items that must be addressed in order to meet the project goals. Items include electrical system upgrades, façade and window replacements including hazardous material removal and kitchen related equipment.

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The project is currently in the competitive bidding stage. Lump sum, general construction bids will be received and evaluated prior to the September 27, 2012 Board meeting. The budget will be revised if necessary prior to the board meeting, should market data determine this to be necessary.

This Final Budget is attached for your consideration and approval.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: FINAL

PROJECT NAME: SHIPPEE DINING HALL RENOVATIONS

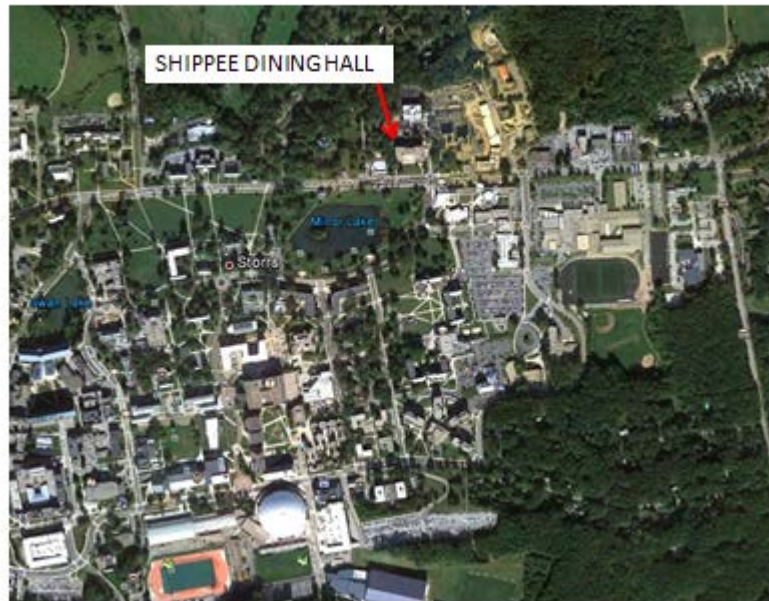
	APPROVED PLANNING 3/23/2010	APPROVED DESIGN 1/26/2011	PROPOSED FINAL 9/27/2012
<u>BUDGETED EXPENDITURES</u>			
CONSTRUCTION	\$ 2,010,000	\$ 2,010,000	\$ 2,580,000
DESIGN SERVICES	290,000	290,000	312,430
TELECOMMUNICATIONS	20,000	20,000	20,000
FURNITURE, FIXTURES AND EQUIPMENT	5,000	5,000	320,000
CONSTRUCTION ADMINISTRATION	120,000	120,000	120,000
OTHER AE SERVICES (including Project Management)	102,000	102,000	102,000
ART	-	-	-
RELOCATION	50,000	50,000	50,000
ENVIRONMENTAL	45,000	45,000	45,000
INSURANCE AND LEGAL	5,500	5,500	5,500
MISCELLANEOUS	52,500	52,500	52,500
OTHER SOFT COSTS	-	-	-
SUBTOTAL	\$ 2,700,000	\$ 2,700,000	\$ 3,607,430
PROJECT CONTINGENCY	300,000	300,000	392,570
TOTAL BUDGETED EXPENDITURES	<u>\$ 3,000,000</u>	<u>\$ 3,000,000</u>	<u>\$ 4,000,000</u>
<u>SOURCE(S) OF FUNDING</u>			
DEPARTMENTAL FUNDS-DINING SERVICES	<u>\$ 3,000,000</u>	<u>\$ 3,000,000</u>	<u>\$ 4,000,000</u>
TOTAL BUDGETED FUNDING	<u>\$ 3,000,000</u>	<u>\$ 3,000,000</u>	<u>\$ 4,000,000</u>

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201545

SHIPPEE DINING HALL RENOVATIONS

Project Budget (FINAL)
09/27/2012

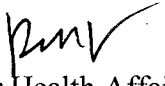





University of Connecticut Health Center

September 27, 2012

TO: Members of the Board of Trustees

FROM: Frank M. Torti, MD, MPH 
Executive Vice President for Health Affairs & Dean, School of Medicine

Richard D. Gray 
Executive Vice President for Administration and Chief Financial Officer

RE: Project Budget for the UConn Health Center (UHC) Ambulatory Care Center (ACC) (Final: \$203,000,000)

RECOMMENDATION:

That the Board of Trustees approve the Final Budget in the amount of \$203,000,000 for the UHC Ambulatory Care Center.

BACKGROUND:

As part of the Bioscience Connecticut initiative UHC plans to construct an Ambulatory Care Center (ACC) that will be approximately 300,000 gross square fee (gsf) and will include a parking structure of approximately 1,200 cars. The project will be constructed on the UHC Farmington campus, adjacent to the existing Medical Arts and Research Building (MARB) on land currently occupied by surface parking. The ACC project will be the cornerstone of a new Outpatient Clinical Zone composed of the MARB and the Administrative Services Building (ASB) located on the Lower Campus of the Health Center.

The new ACC will house existing clinical programs from the Dowling North, Dowling South Buildings and other clinical faculty practices from the Main building. Clinical programs that are anticipated to move to the new ACC include:

- Internal Medicine
- Surgery
- Ophthalmology
- Geriatrics
- Center for Advanced Reproductive Services
- Endocrinology
- Infectious Disease

- Gastroenterology
- Clinical Research
- Medical Specialties

The ACC will also house the Carole and Ray Neag Cancer Center program and the associated radiation oncology program.

To meet the project schedule, the ACC is being delivered via a modified design/build methodology through the UCHC Finance Corporation. The building core and shell, parking garage and site work will be contracted via design/build. The interior fit-out for the building will be a more typical design/bid/build delivery method.

Using a "Design/Build Criteria Architect" UCHC completed the schematic design for the building core and shell, the parking garage, and the site work. This schematic design package was issued to pre-qualified design build firms for fixed cost proposals and bids are due September 7.

The Final Budget is attached for your consideration and approval. The UCHC Board of Directors Finance Committee and the UCHC Board of Directors are anticipated to approve this budget at their respective meetings on September 4 and September 10, 2012.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: FINAL

PROJECT NAME: UCHC AMBULATORY CARE CENTER

	APPROVED PLANNING 1/25/2012	APPROVED DESIGN 6/28/2012	PROPOSED FINAL 9/27/2012
<u>BUDGETED EXPENDITURES</u>			
CONSTRUCTION	\$ 141,117,000	\$ 138,730,000	\$ 138,730,000
DESIGN SERVICES	18,536,000	9,250,000	9,250,000
TELECOMMUNICATIONS	5,500,000	6,210,000	6,210,000
FURNITURE, FIXTURES AND EQUIPMENT	11,550,000	11,340,000	11,340,000
CONSTRUCTION ADMINISTRATION	400,000	400,000	400,000
OTHER AE SERVICES (including Project Management)	3,450,000	5,750,000	5,750,000
ART	-	290,000	290,000
RELOCATION	475,000	470,000	470,000
ENVIRONMENTAL	250,000	-	-
INSURANCE AND LEGAL	1,500,000	3,250,000	3,250,000
MISCELLANEOUS	1,049,000	1,380,000	1,380,000
OTHER SOFT COSTS *		9,930,000	9,930,000
SUBTOTAL	\$ 183,827,000	\$ 187,000,000	\$ 187,000,000
PROJECT CONTINGENCY	19,173,000	16,000,000	16,000,000
TOTAL BUDGETED EXPENDITURES	<u>\$ 203,000,000</u>	<u>\$ 203,000,000</u>	<u>\$ 203,000,000</u>
<u>SOURCE(S) OF FUNDING</u>			
UCHC SECURED PRIVATE FUNDING	203,000,000	203,000,000	203,000,000
TOTAL BUDGETED FUNDING	<u>\$ 203,000,000</u>	<u>\$ 203,000,000</u>	<u>\$ 203,000,000</u>

*OTHER SOFT COSTS = Capitalized Interest on Private Funding

UCHC AMBULATORY CARE CENTER (ACC)
Project Budget (FINAL)
09/27/2012



New UCHC Ambulatory Care Center



University of Connecticut Health Center

September 27, 2012

TO: Members of the Board of Trustees

FROM: Frank M. Torti, MD, MPH *FMT*
Executive Vice President for Health Affairs & Dean, School of Medicine

Richard D. Gray *RG*
Executive Vice President for Administration and Chief Financial Officer

RE: Project Budget for the UConn Health Center (UHC) Demolition – Lower Research Campus (Final: \$850,000)

RECOMMENDATION:

That the Board of Trustees approve the Final Budget in the amount of \$850,000 for the UHC Demolition – Lower Research Campus.

BACKGROUND:

As a result of the Bioscience Connecticut initiative, the State of Connecticut and Jackson Laboratory (JAX) have formed a collaboration that includes the development of the Jackson Laboratory for Genomics Medicine on the UHC Farmington campus. The Jackson Laboratory for Genomic Medicine will position Connecticut as a globally important center for developing new medical treatments tailored to each patient's unique genetic makeup.

The new JAX facility will be constructed on land leased to JAX by UHC on the Health Center's lower campus. The ground lease agreement, approved in January 2012, calls for the leased property to be cleared and delivered to JAX in two parcels. The first parcel is to be cleared by December 31, 2012. This project will demolish several aged metal buildings on the site. In order to meet the aggressive time line required by the JAX agreement for parcel 1, we are requesting a waiver to the normal "three stage" budget approval process, moving this project from Planning to Final Budget approval.

The project was competitively bid to pre-qualified contractors. The Final Budget is attached for your consideration and approval. The UHC Board of Directors Finance Committee and the UHC board of Directors are anticipated to approve this budget at their respective meetings on September 4 and September 10, 2012.

Attachment

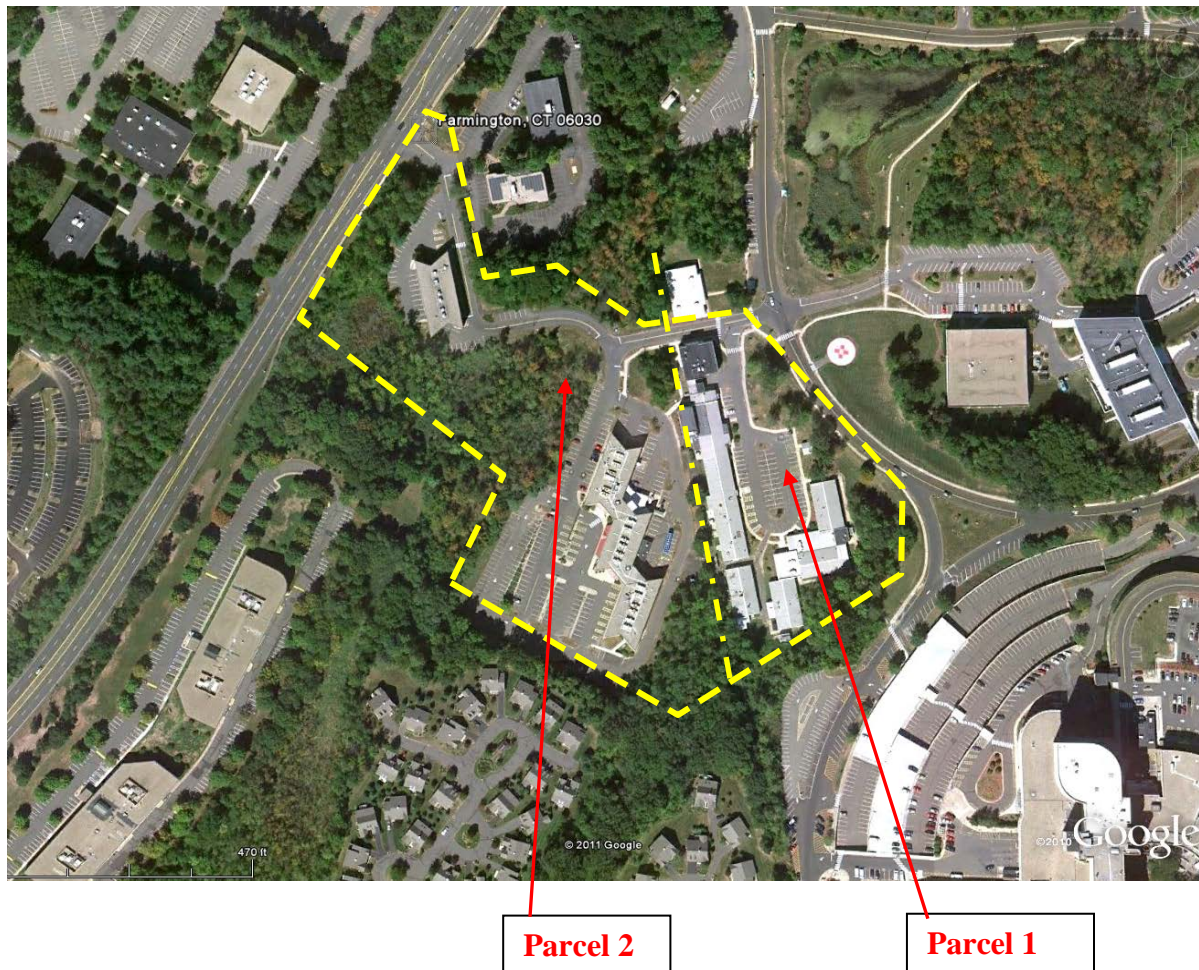
CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: FINAL

PROJECT NAME: UCHC - DEMOLISH LOWER RESEARCH CAMPUS

	APPROVED PLANNING 2/28/2012	PROPOSED FINAL 9/27/2012
<u>BUDGETED EXPENDITURES</u>		
CONSTRUCTION	\$ 500,000	\$ 550,000
DESIGN SERVICES	50,000	60,000
TELECOMMUNICATIONS	35,000	100,000
FURNITURE, FIXTURES AND EQUIPMENT	-	-
CONSTRUCTION ADMINISTRATION	-	-
OTHER AE SERVICES (including Project Management)	-	-
ART	-	-
RELOCATION	50,000	20,000
ENVIRONMENTAL	130,000	35,000
INSURANCE AND LEGAL	3,000	3,000
MISCELLANEOUS	4,000	4,000
SUBTOTAL	\$ 772,000	\$ 772,000
PROJECT CONTINGENCY	78,000	78,000
TOTAL BUDGETED EXPENDITURES	\$ 850,000	\$ 850,000
<u>SOURCE(S) OF FUNDING</u>		
UCHC CAPITAL	\$ 850,000	\$ 850,000
TOTAL BUDGETED FUNDING	\$ 850,000	\$ 850,000

UCHC DEMOLITION – LOWER RESEARCH CAMPUS
Project Budget (FINAL)
09/27/2012



UCHC Lower Campus – JAX Lab Site



University of Connecticut Health Center

September 27, 2012

TO: Members of the Board of Trustees

FROM: Frank M. Torti, MD, MPH *FMV*
Executive Vice President for Health Affairs & Dean, School of Medicine

Richard D. Gray *RDG*
Executive Vice President for Administration and Chief Financial Officer

RE: Project Budget for the UConn Health Center (UCHC) Detention Basin
Dredging Maintenance (Final: \$990,000)

RECOMMENDATION:

That the Board of Trustees approve the Final Budget in the amount of \$990,000 for the UCHC Detention Basin Dredging Maintenance.

BACKGROUND:

The planning for the construction associated with the Bioscience Connecticut initiative requires that UCHC revise its Campus Storm Water Management Plan. A critical element to the overall campus storm water system is the pond detention basin on the lower campus. This detention basin was constructed as part of the original campus construction in the early 1970's. Over the years since its construction, sediment material has accumulated within the detention basin and reduced its capacity to store water. The revised Campus Storm Water Management Plan relies upon restoring the detention basin's original storage capacity by removing the accumulated sediment.

This detention basin dredging maintenance project will include the following activities:

- Restore the functional aspects of the detention basin (water storage and sediment removal) by removing accumulated sediment to the extent practicable.
- Improving UCHC's ability to perform periodic maintenance and sediment removal at the existing drainage structures over the long term.
- Mitigate the area around the detention basin and remove invasive plant species, provide long-term stabilization of the detention basin perimeter, and enhance the visual aspects of the area.

The project was competitively bid to pre-qualified contractors. Based upon receipt of bids favorable to budget, the budget is reduced from \$1.3 million to \$990,000. The Final Budget is attached for your consideration and approval. The UCHC Board of Directors Finance Committee and the UCHC Board of Directors are anticipated to approve this budget at their respective meetings on September 4 and September 10, 2012.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: FINAL

PROJECT NAME: UCHC DETENTION BASIN DREDGING

	APPROVED PLANNING 2/28/2012	APPROVED DESIGN 6/28/2012	PROPOSED FINAL 9/27/2012
<u>BUDGETED EXPENDITURES</u>			
CONSTRUCTION	\$ 850,000	\$ 1,060,000	\$ 805,000
DESIGN SERVICES	45,000	117,000	80,000
TELECOMMUNICATIONS	-	-	-
FURNITURE, FIXTURES AND EQUIPMENT	-	-	-
CONSTRUCTION ADMINISTRATION	-	-	-
OTHER AE SERVICES (including Project Management)	-	-	-
ART	-	-	-
RELOCATION	-	-	-
ENVIRONMENTAL	-	-	-
INSURANCE AND LEGAL	5,000	5,000	5,000
MISCELLANEOUS	-	-	-
SUBTOTAL	\$ 900,000	\$ 1,182,000	\$ 890,000
PROJECT CONTINGENCY	90,000	118,000	100,000
TOTAL BUDGETED EXPENDITURES	\$ 990,000	\$ 1,300,000	\$ 990,000
<u>SOURCE(S) OF FUNDING</u>			
UConn 2000 PHASE III - DM	\$ 990,000	\$ 1,300,000	\$ 990,000
TOTAL BUDGETED FUNDING	\$ 990,000	\$ 1,300,000	\$ 990,000

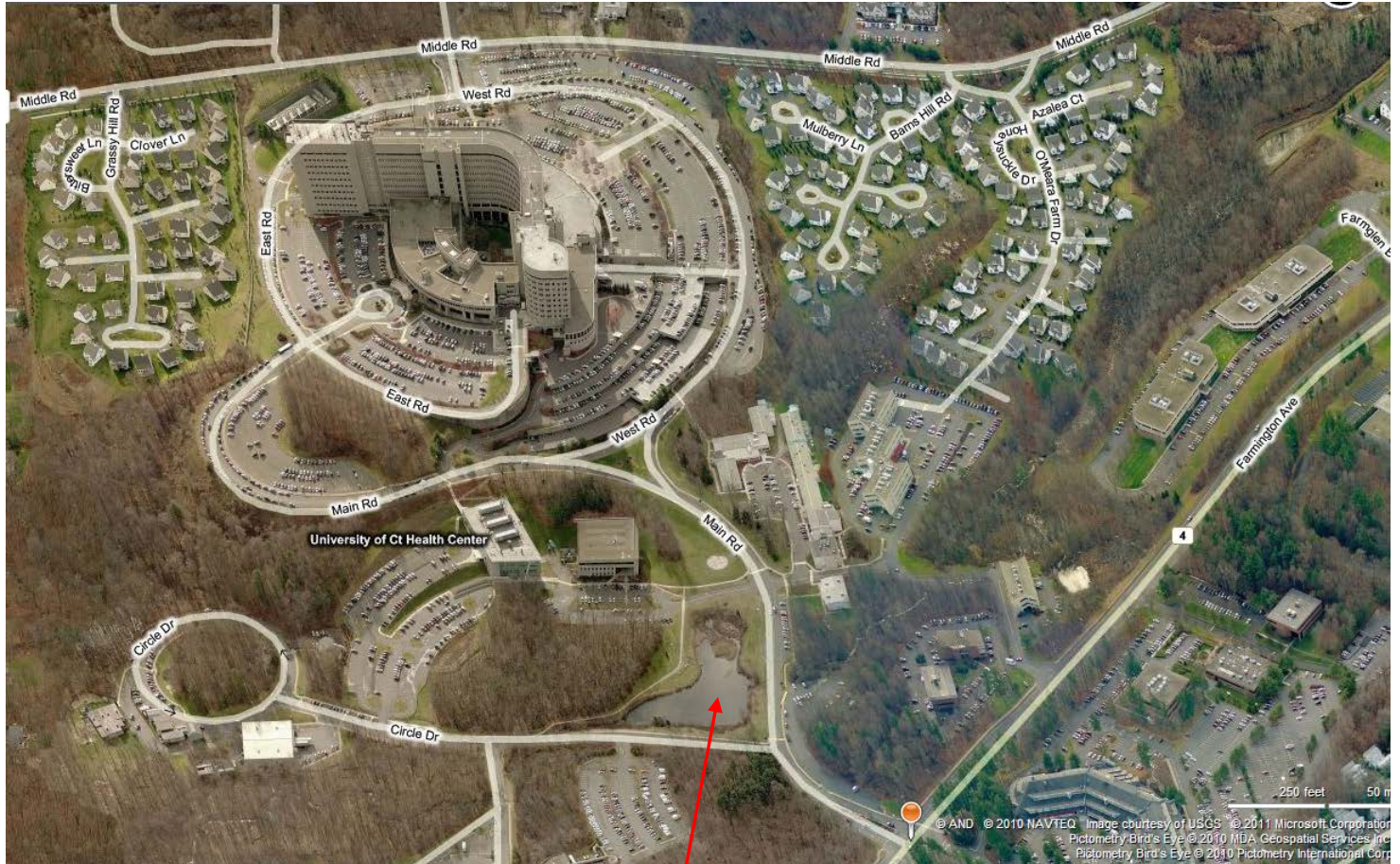
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UCHC DETENTION BASIN DREDGING MAINTENANCE

Project Budget (FINAL)

09/27/2012



Detention Basin


UCHC Farmington Campus

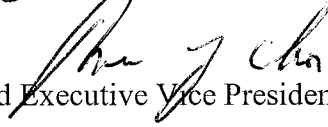


University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray 
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi 
Interim Provost and Executive Vice President for Academic Affairs

RE: Project Budget for Arjona and Monteith (New Classroom Buildings)
(Revised Final: \$95,000,000)

RECOMMENDATION:

That the Board of Trustees approve a Revised Final Budget in the amount of \$95,000,000 for the Arjona and Monteith (new classroom buildings) project.

BACKGROUND:

The existing Arjona and Monteith Buildings were constructed in the 1950's and contain several academic departments and approximately 40 classrooms, including four lecture halls. The university determined that two new academic and classroom buildings should be designed and constructed on the site of the former Co-op and Pharmacy Buildings. These new buildings would provide high tech state of the art teaching spaces as well as homes for six academic departments. As the project progressed budgetary pressures forced the university to amend the original scope by reducing program areas and taking a scaled back approach to site restoration.

The first building, Laurel Hall (West Classroom Building), located on the site of the former Pharmacy Building opened in August 2011 providing the university with two new auditoria and 17 high tech classrooms in 67,000 square feet. In August 2012, the 133,000 square foot departmental office and classroom building, Oak Hall (East Building), opened its doors to five academic departments and provides 18 new high tech classrooms and one 200-seat auditorium.

Skanska USA Building Inc., Construction Manager, utilized the area located between Gentry and CUE as its main staging area for construction activities. Situated on this site is the Waugh Sundial dedicated to the former University Provost, AE Waugh who was unanimously elected time after time to be the Moderator of the Mansfield annual Town Meeting. He is a noted expert on sundials and published in 1973 "Sundials: Their Theory and Construction" a seminal source

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for sundialists. Due to increased costs at the time the project was released for bidding, restoration of the site was limited to regrading and reseeding. The university desires to return this area to its former splendor by repairing the sundial, mounting it on a new stone base, installing new sidewalks and seating areas and bringing back the flowering trees that ringed the site.

Funds are available within the project to undertake this restoration. Skanska USA Building Inc. will bid the work to its prequalified subcontractors in order to undertake this two part restoration. In fall 2012, new underground utilities, regrading and sidewalks will be installed. Next spring the Waugh Sundial, new granite seating, trees and a new lawn will complete this area.

This Project Budget is presented as scope change only with no request for additional funds. Upon Board approval the project will proceed immediately with anticipated completion by spring 2013.

The Revised Final Budget is attached for your consideration and approval.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: REVISED FINAL

PROJECT NAME: ARJONA AND MONTEITH (NEW CLASSROOM BUILDINGS)

	APPROVED PLANNING 9/26/2006	APPROVED REVISED PLANNING 6/24/2008	APPROVED DESIGN 8/4/2009	APPROVED FINAL 9/22/2009	PROPOSED REVISED FINAL 9/27/2012
<u>BUDGETED EXPENDITURES</u>					
CONSTRUCTION	\$ 64,000,000	\$ 68,000,000	\$ 68,000,000	\$ 71,000,000	\$ 71,000,000
DESIGN SERVICES	7,000,000	8,000,000	9,000,000	9,000,000	9,000,000
TELECOMMUNICATIONS	-	-	1,650,000	1,650,000	1,650,000
FURNITURE, FIXTURES AND EQUIPMENT	-	-	3,100,000	3,100,000	3,100,000
CONSTRUCTION ADMINISTRATION	-	-	820,000	820,000	820,000
OTHER AE SERVICES (Including Project Management)	-	-	1,780,000	1,780,000	1,780,000
ART	-	-	625,000	625,000	625,000
RELOCATION	-	-	300,000	300,000	300,000
ENVIRONMENTAL	-	-	55,000	55,000	55,000
INSURANCE AND LEGAL	-	-	50,000	50,000	50,000
MISCELLANEOUS	-	-	120,000	120,000	120,000
OTHER SOFT COSTS	7,272,720	9,500,000	-	-	-
SUBTOTAL	\$ 78,272,720	\$ 85,500,000	\$ 85,500,000	\$ 88,500,000	\$ 88,500,000
PROJECT CONTINGENCY	7,827,280	9,500,000	9,500,000	6,500,000	6,500,000
TOTAL BUDGETED EXPENDITURES	<u>\$ 86,100,000</u>	<u>\$ 95,000,000</u>	<u>\$ 95,000,000</u>	<u>\$ 95,000,000</u>	<u>\$ 95,000,000</u>
<u>SOURCE(S) OF FUNDING</u>					
UConn 2000 PHASE III	\$ 86,100,000	\$ 95,000,000	\$ 95,000,000	\$ 95,000,000	\$ 95,000,000
TOTAL BUDGETED FUNDING	<u>\$ 86,100,000</u>	<u>\$ 95,000,000</u>	<u>\$ 95,000,000</u>	<u>\$ 95,000,000</u>	<u>\$ 95,000,000</u>

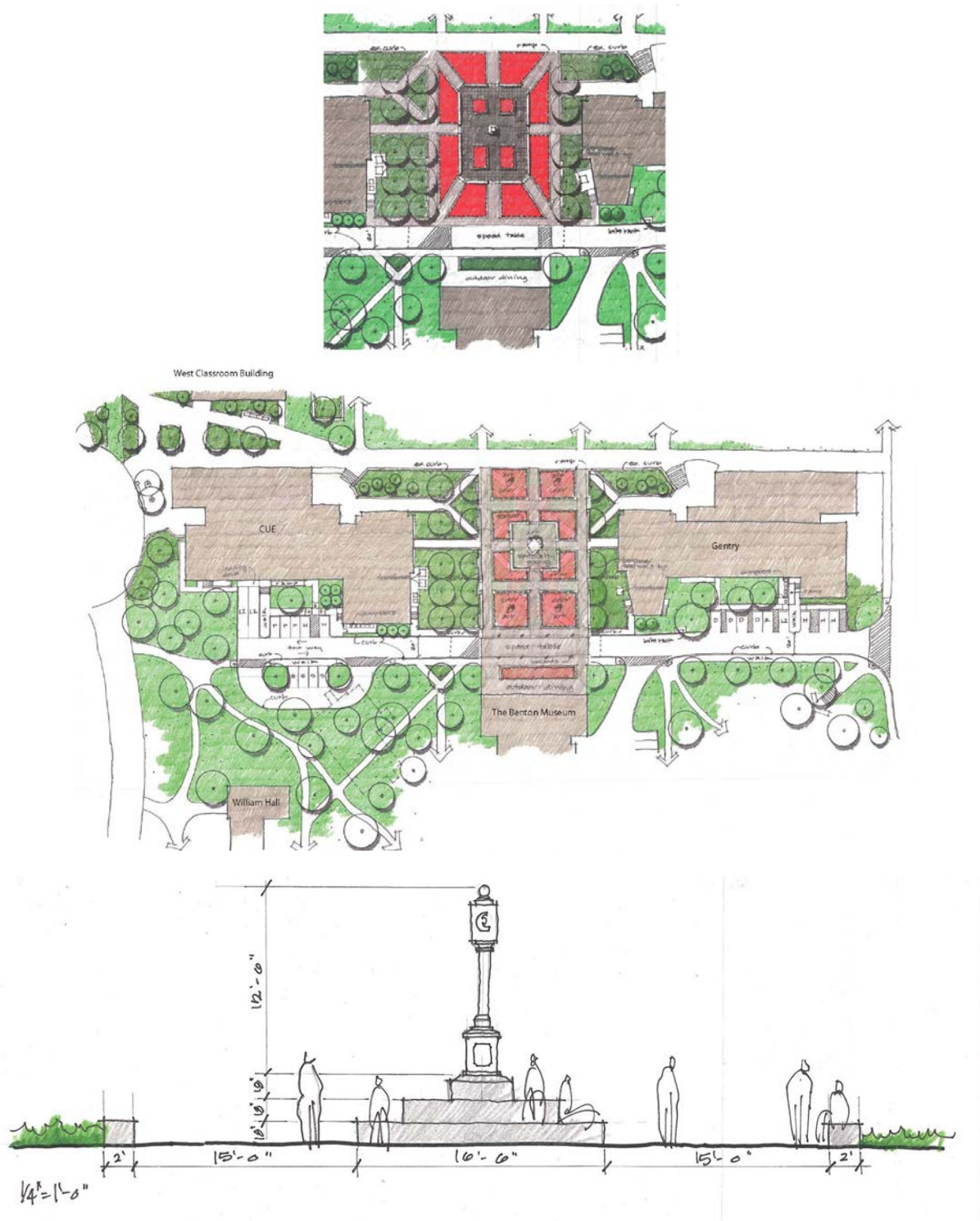
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ARJONA AND MONTEITH (NEW CLASSROOM BUILDINGS)

Project Budget (REVISED FINAL)

09/27/2012



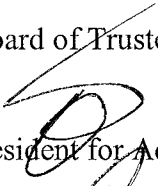
Waugh Sundial Plaza




University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray 
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi 
Interim Provost & Executive Vice President for Academic Affairs

RE: Project Budget for Pedestrian Safety Improvements – Hillside Road
(2nd Revised Final: \$3,000,000)

RECOMMENDATION:

That the Board of Trustees approve the 2nd Revised Final Budget in the amount of \$3,000,000 for the design and construction of Pedestrian Safety Improvements – Hillside Road.

BACKGROUND:

As part of the University's ongoing efforts to improve pedestrian safety combined with implementation of the Landscape Master Plan and the Access Management Plan, Hillside Road, the intersection of Mansfield Road, the Busway and Fairfield Way as well as the slope in front of Jorgensen Auditorium have been identified as areas that require attention.

The first phase of Pedestrian Safety Improvements around Gampel Pavilion and the Student Union were completed in the summer of 2011. Included in this project effort was sidewalk and curb replacement, installation of improved lighting, improved drainage and road resurfacing.

Hillside Road is the main access point for the UConn campus and, in essence, the "Main Street" and must be the centerpiece of the campus. The project includes improvements to sidewalks, curbing, bus stops, street lighting, permeable pavers (hardscape at the curb) and improvements to storm water drainage.

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It has been determined that the pedestrian safety details installed along Hillside Road at the intersection of Fairfield Way should be replicated at the Mansfield Road, Busway and Fairfield Way intersection. This work will provide new granite seating bollards to deter vehicle from entering these primarily pedestrian pathways. Other new work includes site restoration adjacent to the Jorgensen Auditorium which includes slope stabilization by installing new landscape and hardscape details.

This Project Budget is presented as scope change only with no request for additional funds. Upon Board approval the project will proceed immediately with anticipated completion by late Fall 2012.

The 2nd Revised Final Budget is attached for your consideration and approval.

Attachment

CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: REVISED FINAL

PROJECT NAME: PEDESTRIAN SAFETY IMPROVEMENTS - HILLSIDE ROAD

	APPROVED FINAL 2/28/2012	APPROVED REVISED FINAL 6/28/2012	PROPOSED REVISED FINAL 9/27/2012
<u>BUDGETED EXPENDITURES</u>			
CONSTRUCTION	\$ 1,500,000	\$ 2,628,000	\$ 2,628,000
DESIGN SERVICES	105,000	20,000	20,000
TELECOMMUNICATIONS	-	-	-
FURNITURE, FIXTURES AND EQUIPMENT	-	-	-
CONSTRUCTION ADMINISTRATION	50,000	-	-
OTHER AE SERVICES (including Project Management)	55,000	60,000	60,000
ART	-	-	-
RELOCATION	-	-	-
ENVIRONMENTAL	-	-	-
INSURANCE AND LEGAL	25,000	5,500	5,500
MISCELLANEOUS	65,000	36,000	36,000
OTHER SOFT COSTS*	-	-	-
SUBTOTAL	\$ 1,800,000	\$ 2,749,500	\$ 2,749,500
PROJECT CONTINGENCY	200,000	250,500	250,500
TOTAL BUDGETED EXPENDITURES	<u>\$ 2,000,000</u>	<u>\$ 3,000,000</u>	<u>\$ 3,000,000</u>
<u>SOURCE(S) OF FUNDING</u>			
UCONN 2000 PHASE III - FY09 DM	<u>\$ 2,000,000</u>	<u>\$ 3,000,000</u>	<u>\$ 3,000,000</u>
TOTAL BUDGETED FUNDING	<u>\$ 2,000,000</u>	<u>\$ 3,000,000</u>	<u>\$ 3,000,000</u>

*Does not include Furniture, Fixtures and Equipment.

PEDESTRIAN SAFETY IMPROVEMENTS – HILLSIDE ROAD

Project Budget (REVISED FINAL)

09/27/2012





University of Connecticut
*Office of the Executive Vice President for
Administration and Chief Financial Officer*

September 13, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Financial Officer

Mun Y. Choi
Interim Provost & Executive Vice President for Academic Affairs

RE: Project Budget for Bishop Renovation – Various Improvements for Academic and Student Services Activities (Revised Final: \$2,425,000)

RECOMMENDATION:

That the Board of Trustees approve the Revised Final Budget of \$2,425,000 for the planning, design and construction of building renovations and mechanical/electrical/ technology system improvements to the Merlin D. Bishop Center.

BACKGROUND:

The purpose is to provide for renovations to the current building to support various academic and student services departments that will be occupying the building. The Bishop Center is a 36,200 square foot office and classroom building built in 1971.

The first phase of the project, renovation of a portion of the existing space in order to relocate the Art Print Shop, has been completed. The final phase of the renovations to the lower level of the Bishop Center will accommodate the Digital Media Department. The final projected cost to complete the work necessary to accommodate the Digital Media Department requires that the total Project Budget be increased from \$2,000,000 (*approved by the Board of Trustees on April 25, 2012*) to \$2,425,000. The work is intended to be completed on an exigent basis in order to accommodate the needs of the Digital Media Department as expeditiously as possible. Construction will proceed upon approval of this increase and completion is anticipated eight weeks after issuance of a notice to proceed.

The Revised Final Budget is attached for your consideration and approval.

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CAPITAL PROJECT BUDGET REPORTING FORM

TYPE BUDGET: REVISED FINAL

PROJECT NAME: BISHOP RENOVATION - VARIOUS IMPROVEMENTS FOR ACADEMIC & STUDENT SERVICES ACTIVITIES

	APPROVED PLANNING 2/22/2011	APPROVED FINAL 4/25/2012	PROPOSED REVISED FINAL 9/13/2012
<u>BUDGETED EXPENDITURES</u>			
CONSTRUCTION	\$ 1,550,000	\$ 1,370,000	\$ 1,585,000
DESIGN SERVICES	120,000	200,000	236,000
TELECOMMUNICATIONS	-	-	165,000
FURNITURE, FIXTURES AND EQUIPMENT	-	-	57,500
CONSTRUCTION ADMINISTRATION	40,000	40,000	65,000
OTHER AE SERVICES (including Project Management)	50,000	50,000	69,500
ART	-	-	-
RELOCATION	-	-	40,000
ENVIRONMENTAL	15,000	15,000	-
INSURANCE AND LEGAL	6,000	6,000	7,500
MISCELLANEOUS	19,000	19,000	9,500
OTHER SOFT COSTS	-	-	-
SUBTOTAL	\$ 1,800,000	\$ 1,700,000	\$ 2,235,000
PROJECT CONTINGENCY	200,000	300,000	190,000
TOTAL BUDGETED EXPENDITURES	\$ 2,000,000	\$ 2,000,000	\$ 2,425,000
<u>SOURCE(S) OF FUNDING</u>			
UConn 2000 PHASE III	\$ 2,000,000	\$ 2,000,000	\$ 2,325,000
UConn 2000 PHASE III EQUIPMENT	-	-	100,000
TOTAL BUDGETED FUNDING	\$ 2,000,000	\$ 2,000,000	\$ 2,425,000

BISHOP RENOVATION

Various Improvements for Academic & Student Services Activities
Project Budget (REVISED FINAL)
09/13/2012

AERIAL VIEW



BUILDING ENTRANCE



Named Gift Guidelines

Proposed to the University Board of Trustees' Institutional Advancement Committee on September 11, 2012

Proposed to The University of Connecticut Foundation, Inc. Board of Directors on October 12, 2012

The University of Connecticut, inclusive of the University of Connecticut Health Center, ("University") and the UConn Foundation, Inc. ("Foundation") have jointly developed the following revised Named Gift Guidelines concerning University naming opportunities and Foundation funds which replace and supersede the prior guidelines approved by the Trustees on March 6, 2007¹. The University and Foundation will review these guidelines from time to time and may submit recommended changes to the University's Board of Trustees, through its Institutional Advancement Committee ("IA Committee"), for review and approval.

I. Procedures for Approving Naming Opportunities

1. The following procedures are established for approving naming opportunities in recognition of charitable contributions:

- a. Deanships, Distinguished Chairs, Chairs, and Professorships. All new deanships, distinguished chairs, chairs and professorships must be established and filled in accordance with University policies. Such positions may be named in recognition of donors with the approval of the Board of Trustees, upon recommendation and following approval by the IA Committee, when sufficient endowment funds have been provided through an outright gift or a written pledge to support a significant share of the position-holder's salary, and/or research, teaching or related academic expenses. See Recommended Gift Minimums provided below.

Upon recommendation of the Foundation President and the University Provost or the Executive Vice President of Health Affairs for the UConn Health Center, the University President will present to the IA Committee a proposal for naming a deanship, distinguished chair, chair or professorship. The University President's recommendation to the IA Committee will address: the purpose of the named position in light of the University's academic mission, source of funding of the contribution, and such other matters as may be relevant to the creation of the named position.

- b. Schools, Institutes, and Centers. All new schools, institutes and centers must be established and approved in accordance with University policies. Schools, Institutes and Centers may be named by approval of the Board of Trustees, upon recommendation and following approval by the IA Committee, when significant funds have been provided through an outright gift or a written pledge to support the operation of the School, Institute or Center. See Recommended Gift Minimums provided below. The Foundation President in conjunction with the University Provost, or the Executive Vice President for Health Affairs at the UConn Health Center, or the University Athletic Director, will make a recommendation to the University President. The

¹ Any existing proposals that document a discussion of a naming opportunity with a donor will be grandfathered at the discussed funding level for a period not to exceed one year from the date of approval of the guidelines by the Board of Trustees.

University President will present to the IA Committee a proposal for establishment of a named school, institute, or center.

Facility². A Facility may be named when funds have been provided through an outright gift or written pledge in an amount that is significant in consideration of the cost, size, utility and visibility of the Facility. See Recommended Gift Minimums below. Any Facility naming must be approved by the Board of Trustees, upon recommendation and following approval by the IA Committee. The Foundation President in conjunction with the University Provost, or the Executive Vice President for Health Affairs at the UConn Health Center, or the University Athletic Director, will make a recommendation to the University President. The University President will present to the IA Committee a proposal for establishment of such a named Facility.

The naming of all facilities must be consistent with Article XV, section F of the University of Connecticut bylaws, which provides:

“Naming of Facilities - The act of naming or renaming a University facility for a person, family or organization confers one of the University’s highest and most conspicuous honors. The President is authorized to establish guidelines and procedures in accordance with this policy for naming University facilities. The naming of any facility must be approved by the University of Connecticut Board of Trustees upon recommendation of the University President.”

When a Facility ceases to exist, the University will make reasonable efforts to continue to recognize the donor in an appropriate way; however, the University will not be obligated to transfer recognition to another Facility.

On occasion it may be appropriate for the Foundation to obtain pre-approval of multiple naming opportunities for a Facility construction or renovation project such as a: new building, new building wing, renovated building, renovation of a section of a building, or similar such project. The Foundation, after consultation with the school, college or unit engaged in the Facility project, may present to the IA Committee for approval a list of naming opportunities and associated gift values using a formula that takes into account the cost of a new project or the value of an existing Facility, plus the size, utility and visibility of the space to be named. The Foundation may rely on such pre-approved naming opportunities in soliciting gifts provided, however, it is understood that specific names for each space must still be presented for approval by the appropriate authority on an individual basis as described in these guidelines.

- c. All other naming opportunities The University Provost, the Executive Vice President for Health Affairs at the UConn Health Center, or the University Athletic Director upon recommendation of the head of the relevant college, school or unit. Examples include, but are not limited to, scholarship, program and research funds.

² “Facility” for purposes of these guidelines mean any section of campus, proposed or existing building or section thereof, outdoor space, (such as a garden, courtyard or plaza) and other tangible and relatively permanent feature located on University property.

II. Removal of Naming Opportunities

The University may remove a name from any Deanship, Distinguished Chair, Chair, Professorship, School, Institute, Center, Facility, or other naming opportunity upon the failure of a financial commitment to be satisfied by a donor. The University, at its sole discretion, also reserves the right to withdraw a name on any Deanship, Distinguished Chair, Chair, Professorship, School, Institute, Center, Facility or other naming opportunity under extraordinary circumstances when, based on information unavailable at the time of the naming or that arises thereafter, the continued use of the name would compromise the public trust or reflect adversely upon the University.

III. Documenting Naming Opportunities

The following procedures are established for documenting University approval of the terms of named funds and accounts administered and held by the Foundation. All such funds and accounts must be established subject to the approval of any relevant naming opportunities by either the Board of Trustees or the University's senior leadership, as specifically set forth above. The Foundation's Donor Relations Department should be notified upon completion of documenting all naming opportunities.

1. Named Non-endowed Funds

Named non-endowed funds must be documented through a memorandum of understanding or other appropriate document that provides the terms of the fund and is approved by the donor, the Foundation President or his or her designee, and the head of the relevant college, school or unit who will have signatory authority over the fund.

2. Named Endowed Funds

Named endowed funds must be documented in an endowment agreement or other appropriate document that provides the terms of the fund and is approved by the donor; the Foundation President; the University Provost, Executive Vice President for Health Affairs, or the University Athletic Director; and the head of the relevant college, school or unit who will have signatory authority over the fund.

Endowment funds are recommended, but not required, to be fully funded during a period not to exceed five (5) years. However, in certain instances, with the approval of all required signatories on the fund, a named endowment fund will be established without being fully funded during the typical five year period. In such instances, consideration may be given to the immediate activation of the scholarship, program, or faculty position if the following commitments are met:

- i. An expendable multi-year commitment is made by the donor each year through the first year the endowment is fully funded, which is equivalent to the spending allocation amount expected each year from the fully funded endowment; and
- ii. The agreement with the donor is irrevocable in nature (i.e. pledge, charitable remainder trust, charitable gift annuity, or similar arrangement).

IV. Recommended Gift Minimums

The following recommended gift minimums are provided for naming opportunities. A school, college, or unit may request an exception to these minimums based on the facts and circumstances of a

particular gift. All such exceptions must be made in a manner that is consistent with the procedures for approval of naming opportunities set forth above.

School/College

In order to name a school or college, a donor must provide a truly transformative gift in the form of an endowed fund to support that school or college. The income from this endowed fund must provide income equal to an appropriate percentage of the annual operation budget of the school or college.

Faculty Support

Deanship	\$ 3,000,000
Distinguished Chair	\$ 3,000,000
Chair	\$ 1,500,000
Professorship	\$ 750,000
Visiting Professorship	\$ 500,000
Associate Professorship	\$ 300,000
Program Directorship	\$ 250,000
Faculty In-Residence	\$ 150,000
Faculty Fellowship	\$ 100,000

Student Support

Husky Pride Athletic Scholarship	\$ 125,000
Named Undergraduate Scholarship/Graduate Fellowship	\$ 25,000/\$10,000 ²

Programmatic Support

Lectureship	\$ 250,000
Academic Enhancement Fund	\$ 25,000/\$10,000

Athletic Coaching Support

Athletic Directorship	\$ 2,500,000
Head Coach (Football, Basketball)	\$ 2,000,000
Head Coach (all other)	\$ 500,000
Assistant Coach Basketball	\$ 500,000
Assistant Coach (all other)	\$ 250,000

Facilities

The following amounts are minimum recommended contributions to name a Facility. When approving gift minimums and granting exceptions, consideration should be given to, without limitation, the comparative funding requirements of peer institutions; the public visibility of the naming opportunity; the cost, size, prominence, location, usage and aesthetic quality of facilities; and other relevant factors. For additional guidance see Exhibit A.

Buildings	Typically 25-50% of the cost of facility
Large Auditorium	\$ 1,500,000 – 2,000,000

² Graduate Fellowships, Undergraduate Scholarships, Academic Enhancement Funds may be endowed at a minimum level of \$10,000 for funds established by, in honor of, or in memory of University faculty or staff.

Atrium/Grand Entrance	\$ 1,000,000 – 2,000,000
Courtyard/Mall/Plaza	\$ 1,000,000 – 2,000,000
Research/Laboratory Center	\$ 1,000,000 – 2,000,000
Roads	\$ 500,000 – 1,000,000
Lecture Hall	\$ 500,000 – 1,000,000
Dean’s Suite	\$ 250,000 – 500,000
Seminar Room	\$ 250,000 – 500,000
Conference Room (Departmental/Large)	\$ 100,000 – 250,000
Library Reading Room	\$ 100,000 – 250,000
Research Lab	\$ 100,000 – 250,000
Faculty Lounge	\$ 50,000
Conference Room (Small/Multi-use)	\$ 25,000
Patient Room	\$ 25,000
Student Study Lounge	\$ 25,000 – 50,000
Graduate Office	\$ 15,000
Study Carrel	\$ 5,000

Exhibit A

In considering whether the naming of a Facility is appropriate recognition for a contribution the following formula is provided as guidance. Individual circumstances may vary.

Minimum Recommended Gift = Facility Size (sq. ft.) x Percentage of the Cost Per Square Foot x Utility Factor x Location Factor

Square Feet — The physical size of the space (e.g., square footage of the entire building, square footage of the room).

Percentage of the Cost Per Square Foot — The cost of construction of the physical space. (e.g., for a “new” building less than 10 years old cost is the actual construction cost multiplied by 50%, for an “older” building more than 10 years use replacement cost multiplied by 25%).

Utility Factor— Answers the question: how widely useful (or flexible) is a space? Spaces such as entire buildings, auditoriums, and lecture halls should have a utility factor of 1.0. Moderately useful/flexible spaces such as conference rooms and small classrooms should have a utility factor of .75. Less useful/flexible spaces such as faculty offices or staff conference rooms should have a utility factor of .5.

Location Factor—Answers the question: how prominent/visible is a space? Spaces such as high-traffic buildings, classrooms on a ground floor should have a location factor of 1.0. Spaces such as less prominent buildings, classrooms on upper floors should have a location factor of .75. Low-traffic rooms on upper floors should have a location factor of .5.

Two examples of the formula using the West Classroom Building on the Storrs Campus
\$42M Project completed in 2011
67,000 square foot building

Lecture Hall #101 (located on ground floor)

$$\frac{\text{Size}}{2,833\text{sq}'} \times \frac{\text{Cost Per Square Foot} \times 50\%}{\$627/\text{sq}' \times .50} \times \frac{\text{Utility Factor}}{1.0} \times \frac{\text{Location Factor}}{1.0} = \frac{\text{Min. Recommended Gift}}{\$ 888,145}$$

Classroom #201 (located on 2nd floor)

$$\frac{\text{Size}}{1,339\text{sq}'} \times \frac{\text{Cost Per Square Foot} \times 50\%}{\$627/\text{sq}' \times .50} \times \frac{\text{Utility Factor}}{.75} \times \frac{\text{Location Factor}}{.75} = \frac{\text{Min. Recommended Gift}}{\$ 236,124}$$

The University of Connecticut Foundation, Inc.

Development Progress Executive Summary

July 1, 2012 to August 31, 2012

Progress Toward Goals	FYTD12 Results	FY13 Goal	FYTD13 Results	
<u>Commitment Results</u>				
Athletics	\$ 1.27 M	\$ 17.00 M	\$ 1.32 M	8%
UConn Health Center	\$ 775 K	\$ 12.00 M	\$ 755 K	2%
UConn General	\$ 1.86 M	\$ 34.00 M	\$ 7.59 M	22%
Total Commitments	\$ 3.91 M	\$ 63.00 M	\$ 9.68 M	15%
<u>Number of donors</u>				
	4,035	30,000	3,998	
<u>Cash Results</u>				
Cash basis gift receipts	\$ 4.17 M	\$ 50.00 M	\$ 7.25 M	15%
Annual fund unrestricted receipts	\$ 76 K	\$ 1.00 M	\$ 88 K	9%

Campaign Commitments Progress	
Fiscal Year 2012 Campaign Total (to Date)*	\$ 346.32 M
* This total reflects campaign write-offs and pre-campaign total of \$10.6 million, as appropriate.	

University of Connecticut Department of Human Resources
New Hires Processed from July 17, 2012 to September 4, 2012
Presented to the Board of Trustees for Information on Professional Employees

NAME	TITLE	DEPARTMENT	DATE
ALLEN, JENICA M.	ASST PROF IN RES	ECOLOGY & EVOL BIOLOGY	8/23/2012
ANGELES-BOZA, ALFREDO M.	ASSISTANT PROFESSOR	CHEMISTRY	8/23/2012
AROESTY-COHEN, ELI M.	U POST DOC FEL 1	STUDENT HEALTH SERVICES	8/6/2012
AVERION, AILEEN C.	UC PROFESSIONAL 07 - RES HALL CPLEX COORD	RESIDENTIAL LIFE OFC	7/13/2012
BARRON, MADDIE E.	U POST DOC FEL 1	STUDENT HEALTH SERVICES	8/6/2012
BAZZI, ALI	ASSISTANT PROFESSOR	ELECTRICAL & CPTR ENGR	8/23/2012
BEARDSLEY, KIMBERLY A.	UC PROFESSIONAL 07 - RES HALL CPLEX COORD	RESIDENTIAL LIFE OFC	7/13/2012
BENZA, IRENE A.	UC PROFESSIONAL 04 - ADMIN SERV SPEC II	STUDENT HEALTH SERVICES	8/3/2012
BERGER-WALLISER, GERLINDE	ASSISTANT PROFESSOR	MARKETING DEPT	8/23/2012
BITEW, MENBERU M.	U POST DOC FEL 1	CIVIL & ENVIRON ENG	8/23/2012
BOMAR, LINDSEY A.	U POST DOC FEL 1	MOLECULAR & CELL BIOLOGY	8/24/2012
BOYETTE, MARIE C.	ASST PROF IN RES	DRAMATIC ARTS	8/23/2012
BROCK, ANTHONY J.	SPECIALIST IA	ATHLETICS WMNS INTERCOL	8/24/2012
BURKE, BRANDON J.	RESEARCH ASSISTANT I	SOCIAL WORK INSTR & RES	8/10/2012
CALAFIORE, BURCIN	VISITING INSTRUCTOR	MANAGEMENT DEPT	8/23/2012
CALLAHAN, THOMAS Q.	ASSOC VICE PRESIDENT	EXVP ADMIN & CFO	7/13/2012
CAMPBELL, BENJAMIN L.	ASSISTANT PROFESSOR	AGRI & RESOURCE ECONOMICS	8/23/2012
CHIAPPETTA-MILLER, CONCET	ASST PROF IN RES	LIT, CULTURE & LANGUAGES	8/23/2012
CHRISTENSEN, JOHNNIE	ASSISTANT PROFESSOR	COMMUNICATION	8/23/2012
CLINESMITH, ELLEN C.	UC PROFESSIONAL 03 - PROG ASSISTANT I	EDUCATION DEAN OFC	7/13/2012
COCUZZO, PAUL	UC PROFESSIONAL 04 - ADMIN SERV SPEC II	STUDENT HEALTH SERVICES	8/10/2012
CONWAY-WASHINGTON, CHRIST	RESEARCH ASSISTANT I	PSYCHOLOGY	7/13/2012
COSTANZO, CYNTHIA P.	SPECIALIST IVA	ATHLETICS STUDENT REC	8/29/2012
CUEVAS, FAUSTINA J.	UC PROFESSIONAL 05 - RES HALL DIRECTOR	RESIDENTIAL LIFE OFC	7/27/2012
CUEVAS, KIMBERLY S.	ASSISTANT PROFESSOR	WATERBURY INSTR & RES	8/23/2012
CUMMINGS, LINDSAY B.	ASSISTANT PROFESSOR	DRAMATIC ARTS	8/23/2012
CYR, DONNA M.	U STAFF PROF I	TECHNOLOGY INCUBATION	7/1/2012

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NAME	TITLE	DEPARTMENT	DATE
DALAL, DEV K.	ASSISTANT PROFESSOR	PSYCHOLOGY	8/23/2012
DENES, AMANDA	ASSISTANT PROFESSOR	COMMUNICATION	8/23/2012
DIN, KRISTINE A.	UC PROFESSIONAL 05 - RES HALL DIRECTOR	RESIDENTIAL LIFE OFC	7/27/2012
DONGARE, AVINASH M.	ASSISTANT PROFESSOR	MATERIALS SCIENCE INST	8/23/2012
DYER, THOMAS E.	U STAFF PROF I	AUDIT, COMPL. & ETHICS	7/13/2012
EINBINDER, SUSAN L.	PROFESSOR	LIT, CULTURE & LANGUAGES	8/23/2012
ELLIOTT, JOHN A.	DEAN	BUSINESS DEAN OFC	8/15/2012
EROR, ELLYSSA	UC PROFESSIONAL 12 - SHS PHYSICIAN II	STUDENT HEALTH SERVICES	8/10/2012
ESTRADA, EMIR	ASSISTANT PROFESSOR	SOCIOLOGY	8/23/2012
FELDER, HARVEY III	ASSOCIATE PROFESSOR	MUSIC	8/23/2012
FERRONE, DAVID P.	ASST PROF IN RES	MATHEMATICS	8/23/2012
FEWINGS, MELANIE R.	ASSISTANT PROFESSOR	MARINE SCIENCES/MSTC	8/23/2012
FREIDENFELDS, NICOLE A.	RESEARCH ASSISTANT 1	ECOLOGY & EVOL BIOLOGY	8/1/2012
GALLO, GREGORY J.	U STAFF PROF I	TECHNOLOGY INCUBATION	7/1/2012
GARCIA-SIERRA, ADRIAN	ASST RESEARCH PROF	PSYCHOLOGY	8/23/2012
GERRARD, OMEGA C.	RESEARCH PROFESSOR	PSYCHOLOGY	8/23/2012
GIBBONS, FREDERICK	PROFESSOR	PSYCHOLOGY	8/23/2012
GIBEAULT, CONNIEJO	UC PROFESSIONAL 07 - SHS NURSE/COORD	STUDENT HEALTH SERVICES	8/10/2012
GODFREY, PHOEBE	ASST PROF IN RES	SOCIOLOGY	8/23/2012
GONZALES, RICHARD	INSTRUCTOR	EDUCATIONAL LEADERSHIP	8/23/2012
GOORAHOO, CELINE	UC PROFESSIONAL 04 - ADMIN SERV SPEC II	ELECTRICAL & CPTR ENGR	8/24/2012
GRAESSER, DONNASUE	LECTURER	PHYSIOLOGY & NEUROBIOLOGY	8/23/2012
GRANT, BRID	DEAN	FINE ARTS DEAN OFC	8/10/2012
GROZA, MARIA	UC PROFESSIONAL 09 - FAC & SPACE PLANNER	PROVOST & EXVP ACAD AFF	8/24/2012
GRUBBS, LAURA	ASST PROF IN RES	REGIONAL CAMPUSES	8/23/2012
GUARINO, CATHERINE F.	UC PROFESSIONAL 05 - ACADEMIC ADVISOR I	HARTFORD STUDENT SERV	7/27/2012
HALGUNSETH, LINDA	ASSISTANT PROFESSOR	REGIONAL CAMPUSES	8/23/2012

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HANCOCK, JASON N.	ASSISTANT PROFESSOR	MATERIALS SCIENCE INST	8/23/2012
HANNA, NICHOLAS G.	UC PROFESSIONAL 08 - COMP PROG/ANAL 2	AGRI PUBLICATIONS OFC	7/27/2012
HANNON, FANY D.	UC PROFESSIONAL 09 - CENTER DIRECTOR	PUERTO RICAN CULTURAL CTR	7/16/2012
HAROVAS, PERRY J.	ASSOC PROF IN RES	DIGITAL MEDIA	8/23/2012
HEFFERNAN, ROBERT	ASST PROF IN RES	MATHEMATICS	8/23/2012
HELT, MOLLY S.	U POST DOC FEL 1	PSYCHOLOGY	8/6/2012
HERRERA, VERONICA	ASSISTANT PROFESSOR	POLITICAL SCIENCE	8/23/2012
HERSHENZON, DANIEL	ASSISTANT PROFESSOR	LIT, CULTURE & LANGUAGES	8/23/2012
HIOB, OLIVER M.	ASST PROF IN RES	LIT, CULTURE & LANGUAGES	8/23/2012
HODGSON, SARAH T.	ASST PROF IN RES	PSYCHOLOGY	8/23/2012
HREN, MICHAEL T.	ASSISTANT PROFESSOR	INTEGRATIVE GEOSCIENCE	8/23/2012
HU, YING	UC PROFESSIONAL 08 - COMP PROG/ANAL 2	ENTERPRISE ADMIN SYSTEMS	7/13/2012
HUANG, LAN-HSUAN	ASSISTANT PROFESSOR	MATHEMATICS	8/23/2012
HUGHES, KRISTY K.	UC PROFESSIONAL 05 - ADMIN SERV SPEC III	VP INFORMATION SERVICES	8/24/2012
JANTON, SUSAN T.	RESEARCH ASSISTANT 1	MOLECULAR & CELL BIOLOGY	8/24/2012
JOHNSON, DEREK	INSTR IN RES	ECONOMICS	8/23/2012
JOSHI, PUJAN	RESEARCH ASSISTANT 1	COMPUTER SCIENCE & ENGR	8/6/2012
KAMM, BARBARA	UC PROFESSIONAL 06 - SHS NURSE	STUDENT HEALTH SERVICES	8/10/2012
KAUFMANN, JOHANNA M.	ASSISTANT PROFESSOR	LINGUISTICS	8/23/2012
KELLY, THERESA L.	UC PROFESSIONAL 03 - PROG ASSISTANT I	STUDENT ACTIVITIES	8/29/2012
KEUL, ADAM	ASST PROF IN RES	REGIONAL CAMPUSES	8/23/2012
KHAN, OMER	ASSISTANT PROFESSOR	ELECTRICAL & CPTR ENGR	8/23/2012
KITWIWATTANACHAI, CHANATI	ASSISTANT PROFESSOR	FINANCE DEPT	8/23/2012
KONDURI, KARTHIK C.	ASSISTANT PROFESSOR	CIVIL & ENVIRON ENG	8/23/2012
LADHA, HASSANALY	ASSISTANT PROFESSOR	LIT, CULTURE & LANGUAGES	8/23/2012
LAETSCH, THOMAS	ASST PROF IN RES	MATHEMATICS	8/23/2012
LAFLAMME, JANET A.	UC PROFESSIONAL 01 - FINANCIAL ASST I	MARINE SCIENCES/MSTC	8/10/2012

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NAME	TITLE	DEPARTMENT	DATE
LEE, ELAINE C.	ASSISTANT PROFESSOR	KINESIOLOGY	8/23/2012
LOMBARDI, ALLISON	ASSISTANT PROFESSOR	EDUCATIONAL PSYCHOLOGY	8/23/2012
MADAM, KIRAN K.	UC PROFESSIONAL 10 - COMP TECH SUP CONS 4	ENTERPRISE ADMIN SYSTEMS	8/24/2012
MAIER, ROMULUS	ASST PROF IN RES	POLITICAL SCIENCE	8/23/2012
MAS, AMANDA	UC PROFESSIONAL 05 - RES HALL DIRECTOR	RESIDENTIAL LIFE OFC	7/27/2012
MAY, ERIC R.	ASSISTANT PROFESSOR	MOLECULAR & CELL BIOLOGY	8/23/2012
MCGRATH, PATRICK B.	UC PROFESSIONAL 01 - PROGRAM AIDE	ATHLETICS MENS INTERCOL	7/2/2012
MUIRHEAD, JESSICA	UC PROFESSIONAL 03 - PROG ASSISTANT I	HISTORY	8/10/2012
MUKHERJEE, DEEP	U POST DOC FEL 1	AGRI & RESOURCE ECONOMICS	7/18/2012
MUNTEANU, OVIDIU	ASSISTANT PROFESSOR	MATHEMATICS	8/23/2012
NAKNOI, KANDA	ASSISTANT PROFESSOR	ECONOMICS	8/23/2012
NAROZNAK, MAGDALENA A.	UC PROFESSIONAL 03 - PROG ASSISTANT I	ITL-OECP	7/13/2012
NEWLIN LEW, KELLEY	ASSISTANT PROFESSOR	NURSING INSTR & RES	8/23/2012
NEWMAN, BENJAMIN J.	ASSISTANT PROFESSOR	REGIONAL CAMPUSES	8/23/2012
NGUYEN, VAN T.	UC PROFESSIONAL 07 - COMP TECH SUP CONS 2	CUSTOMER SUPPORT & REL	8/10/2012
NOBLE, DAVID	ASST PROF IN RES	BUSINESS DEAN OFC	8/23/2012
OSBORNE, RICHARD W. III	ASST RESEARCH PROF	ELECTRICAL & CPTR ENGR	8/17/2012
PALMIERI, JAMES A.	LECTURER 11MO	PLANT SCI & LANDSCAPE ARC	8/1/2012
PANZARELLA, JENNIFER L.	UC PROFESSIONAL 05 - ACADEMIC ADVISOR I	STAMFORD STUDENT SERV	7/27/2012
PAPACOSTAS GINOLFI, LYNN	UC PROFESSIONAL 07 - COORD/COUNSELOR-CAP	ISS-ACADEMIC PROG CTR	7/16/2010
PARK, STEPHEN	ASSISTANT PROFESSOR	MARKETING DEPT	8/23/2012
PAUL, ALISON N.	INSTRUCTOR	ART & ART HISTORY	8/23/2012
PERRY, EDWARD	LECTURER	MATHEMATICS	8/23/2012
PORTUGUEZ, RICKY	UC PROFESSIONAL 07 - COMP TECH SUP CONS 2	CUSTOMER SUPPORT & REL	7/27/2012
PRABHAKAR, SMRITI	VISITING INSTRUCTOR	MANAGEMENT DEPT	8/23/2012
PRUITT, MICHAEL	U POST DOC FEL 1	MATHEMATICS	8/23/2012
RAKOTOMAVO, MICHEL	ASSOCPROF INRES 11MO	FINANCE DEPT	8/23/2012

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NAME	TITLE	DEPARTMENT	DATE
RAMIREZ-ESPARZA, NAIRAN	ASSISTANT PROFESSOR	PSYCHOLOGY	8/23/2012
REZUKE, JEANNE L.	UC PROFESSIONAL 06 - SHS NURSE	STUDENT HEALTH SERVICES	8/10/2012
RHOADS, CHRISTOPHER H.	ASSISTANT PROFESSOR	EDUCATIONAL PSYCHOLOGY	8/23/2012
RIPLEY, SCOTT	ASSOCIATE PROFESSOR - ASSOC DEPT HEAD	DRAMATIC ARTS	8/23/2012
ROBINSON, ASHLEY N.	UC PROFESSIONAL 05 - RES HALL DIRECTOR	RESIDENTIAL LIFE OFC	7/27/2012
ROCHESTER, JANET	LECTURER	ALLIED HEALTH SCIENCES	8/10/2012
ROHRER, JUDY L.	ASST PROF IN RES	WOMENS, GENDER & SEXUALITY	8/23/2012
ROOKE, MARY ANNE	UC PROFESSIONAL 09 - EXEC PROGRAM DIR	TECHNOLOGY INCUBATION	7/27/2012
RUMPHO-KENNEDY, MARY E.	PROFESSOR	MOLECULAR & CELL BIOLOGY	8/23/2012
SAFRAN, AMY H.	LECTURER	ANIMAL SCIENCE	8/23/2012
SALCEDO, NORMA R.	UC PROFESSIONAL 05 - RES HALL DIRECTOR	RESIDENTIAL LIFE OFC	7/27/2012
SCHIFANO, ELIZABETH D.	ASSISTANT PROFESSOR	STATISTICS	8/23/2012
SCHREMSE, BRIAN P.	UC PROFESSIONAL 05 - RES HALL DIRECTOR	RESIDENTIAL LIFE OFC	7/27/2012
SEBRANEK, ERIC	UC PROFESSIONAL 03 - LAB TECHNICIAN I	CHEMISTRY	8/20/2012
SHELLMAN, JULIETTE M.	ASSOCIATE PROFESSOR	NURSING INSTR & RES	8/23/2012
SHOULSON, JEFFREY S.	PROFESSOR - DIRECTOR	LIT, CULTURE & LANGUAGES	8/23/2012
SKARIN, HANNAH E.	UC PROFESSIONAL 05 - RES HALL DIRECTOR	RESIDENTIAL LIFE OFC	7/27/2012
SMITH, VICTORIA F.	ASSISTANT PROFESSOR	ENGLISH	8/23/2012
SOMERSET, FIONA	ASSOCIATE PROFESSOR	ENGLISH	8/23/2012
SPILLANE, JAMES D.	ASSOCIATE PROFESSOR	MUSIC	8/23/2012
SPINA, MICHELLE F.	RESEARCH ASSISTANT I	CHIP	8/1/2012
STARK, SUZANNE M.	ASST RESEARCH PROF	COMPUTER SCIENCE & ENGR	8/23/2012
STEARNS, REBECCA L.	U POST DOC FEL I	KINESIOLOGY	8/23/2012
TABB, MARY E.	LECTURER	REGIONAL CAMPUSES	8/23/2012
THAW, DAVID	VISITING ASST PROF	LAW SCH DEAN OFC	8/23/2012
TRAFICANTI, RACHEL M.	UC PROFESSIONAL 03 - PROG ASSISTANT I	DODD RESEARCH CTR	8/24/2012
VAN DEVEIRE, KATHERINE N.	CLIN INSTR 11MO	KINESIOLOGY	8/6/2012

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NAME	TITLE	DEPARTMENT	DATE
VAN SCOTER, DIANE J.	ASST PROF IN RES	ENGINEERING DIVERSTY PROG	8/23/2012
WAGSTROM, KRISTINA	ASSISTANT PROFESSOR	CHEM MAT & BIOMOL ENGR	8/23/2012
WANG, XIAOJING	ASSISTANT PROFESSOR	STATISTICS	8/23/2012
WEINER, DANIEL	VICE PRESIDENT - VICE PROVOST	VP GLOBAL AFFAIRS	8/1/2012
WHITNEY, PAMELA G.	ASST PROF IN RES	REGIONAL CAMPUSES	8/23/2012
WIEMER, ANDREW J.	ASSISTANT PROFESSOR	PHARMACEUTICAL SCI	8/23/2012
WIENERS, SHELBY J.	UC PROFESSIONAL 05 - RES HALL DIRECTOR	RESIDENTIAL LIFE OFC	7/27/2012
WIERNIK, CRAIG	ASST PROF IN RES	SOCIOLOGY	8/23/2012
WILSON, MATTHEW F.	UC PROFESSIONAL 01 - PROGRAM AIDE	ATHLETICS MENS INTERCOL	7/16/2012
WOULFIN, SARAH L.	ASSISTANT PROFESSOR	EDUCATIONAL LEADERSHIP	8/23/2012
WU, DAMIN	ASSISTANT PROFESSOR	REGIONAL CAMPUSES	8/23/2012
WU, SHUIHUA	UC PROFESSIONAL 08 - COMP PROG/ANAL 2	ENTERPRISE ADMIN SYSTEMS	8/30/2012
XIONG, AISHENG	U POST DOC FEL 1	PLANT SCI & LANDSCAPE ARC	7/29/2012
YANG, YANHUA	ASSISTANT PROFESSOR	ACCOUNTING DEPT	8/23/2012
YUT, ILIYA	U POST DOC FEL 1	CIVIL & ENVIRON ENG	8/23/2012
ZEKAVAT, SEYED	VISITING INSTRUCTOR	MATHEMATICS	8/23/2011
ZHAO, JING	ASSISTANT PROFESSOR	CHEMISTRY	8/23/2012
ZHONG, XIAOBO	ASSOCIATE PROFESSOR	PHARMACEUTICAL SCI	8/23/2012
ZIMMERMANN, KELLY A.	UC PROFESSIONAL 04 - SU PROG ADVISOR	STUDENT ACTIVITIES	7/25/2012
ZORLUTUNA, PINAR	ASSISTANT PROFESSOR	MECHANICAL ENGR	8/23/2012

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Separations Processed from July 17, 2012 to September 4, 2012
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NAME	TITLE	SEPARATION REASON	DEPT	DATE
AGGISON, LEE A. JR	U STAFF PROF III - SPEC ASST TO PROVOST	RESIGNATION (GOOD STANDING)	AVPAO	8/22/2012
ANDERSON, STEPHEN A.	PROFESSOR 11MO - DIRECTOR	RETIREMENT (25+ YRS SERVICE)	HDFS	8/31/2012
BABCOCK, PATRICIA	SPECIALIST IVA	RETIREMENT (25+ YRS SERVICE)	ATH	7/31/2012
BAILEY, ALIZA	UC PROFESSIONAL 07 - NETWORK TECHNICIAN 2	RESIGNATION (GOOD STANDING)	CENASC	8/8/2012
BAILEY, AMANDA	ASSISTANT PROFESSOR	RESIGNATION (GOOD STANDING)	ENGL	8/22/2012
BALLARD, KEVIN D.	U POST DOC FEL 1	RESIGNATION (GOOD STANDING)	NUSC	8/14/2012
BARROW, THEOPHILUS L.	INSTR IN RES 11MO	RETIREMENT (55/W 10-24 YEARS)	SBMBA	8/31/2012
BERGMAN, THEODORE L.	PROFESSOR	RESIGNATION (GOOD STANDING)	ME	8/22/2012
BOSTIC, PATRICIA A.	SPECIALIST IVA	RETIREMENT (55/W 10-24 YEARS)	ATH	7/31/2012
BRUCHAC, MARGARET M.	ASSISTANT PROFESSOR	RESIGNATION (GOOD STANDING)	RG CMP	8/22/2012
BRUNO, RICHARD S.	ASSOCIATE PROFESSOR	RESIGNATION (GOOD STANDING)	NUSC	8/22/2012
BUCKLIN, CHRISTA	ASST PROF IN RES	RESIGNATION (GOOD STANDING)	LCL	8/22/2012
BUTLER-SWEET, COLLEEN	ASST PROF IN RES	RESIGNATION (GOOD STANDING)	SOCI	8/22/2012
CARDILLO, CHRISTINE M.	UC PROFESSIONAL 05 - LAB TECHNICIAN III	RESIGNATION (GOOD STANDING)	CHEM	7/31/2012
CARLSON, JANE	U POST DOC FEL 1	RESIGNATION (GOOD STANDING)	EEB	8/16/2012
CHEREF, ABDELKADER	ASST PROF IN RES	RESIGNATION (GOOD STANDING)	LCL	8/22/2012
CHO, MYUNGJIN	U POST DOC FEL 1	RESIGNATION (GOOD STANDING)	ECE	8/15/2012
CLARK, JANICE E.	UC PROFESSIONAL 08 - ACADEMIC ADV CTR DIR	RETIREMENT (25+ YRS SERVICE)	SBDO	7/31/2012
COURTIN, FRANCOIS	ASST CLIN PROF 11MO	RESIGNATION (GOOD STANDING)	PATH	8/10/2012
DITTES, NANCY E.	RESEARCH ASSISTANT 1	RESIGNATION (GOOD STANDING)	NURS	8/31/2012
EMDAD, FATEMEH	ASST PROF IN RES	RESIGNATION (GOOD STANDING)	MATH	8/22/2012
FINK, JANET	ASSOCIATE PROFESSOR	RESIGNATION (GOOD STANDING)	KINESI	8/22/2012
FLETCHER, DANIEL L.	PROFESSOR	DEATH (NON-EMPLOYMENT RELATED)	ANSC	7/16/2012
FOX, KARLA H.	DEAN - ACTING DEAN	RETIREMENT (25+ YRS SERVICE)	SBDO	7/31/2012
GAGNE, DEANNA L.	RESEARCH ASSISTANT 1	RESIGNATION (GOOD STANDING)	PSYC	8/22/2012
GAUDET, LOUIS	UC PROFESSIONAL 07 - U ACCOUNTANT II	RETIREMENT (25+ YRS SERVICE)	ACTOFC	7/31/2012
GERALD, MICHAEL C.	PROFESSOR	RETIREMENT (55/W 10-24 YEARS)	PHARM	8/31/2012

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GOODMAN, JODI S.	ASSISTANT PROFESSOR - ASSISTANT DEPT HEAD	RESIGNATION (GOOD STANDING)	MGMT	7/15/2012
GRUBER, KEVIN	SPECIALIST IA	RESIGNATION (GOOD STANDING)	ATH	8/10/2012
HAN, YEN-LIN	ASST PROF IN RES	RESIGNATION (GOOD STANDING)	ME	8/22/2012
HARRIS, STEPHANIE	RESEARCH ASSISTANT I	RESIGNATION (GOOD STANDING)	SW	8/30/2012
HILLER, LAINIE M.	UC PROFESSIONAL 03 - WRITER/EDITOR II	RESIGNATION (GOOD STANDING)	HDFS	8/3/2012
HISKES, ANNE L.	ASSOCIATE PROFESSOR	RETIREMENT (25+ YRS SERVICE)	PHIL	7/31/2012
JIN, JIANFENG	U POST DOC FEL 1	RESIGNATION (GOOD STANDING)	ENERGY	8/22/2012
JOHNSON, CARA R.	U POST DOC FEL 1	RESIGNATION (GOOD STANDING)	ANTH	8/23/2012
JUNG, EUNJU	ASST RESEARCH PROF	RESIGNATION (GOOD STANDING)	HDFS	8/22/2012
KENNEDY, ABIGAIL	UC PROFESSIONAL 05 - RES HALL DIRECTOR	RESIGNATION (GOOD STANDING)	RESLIF	8/9/2012
KROVI, HARI	U POST DOC FEL 1	RESIGNATION (GOOD STANDING)	CSE	8/10/2012
LABONTE, MICHELE M.	U ASST DIRECTOR	RETIREMENT (25+ YRS SERVICE)	HEALTH	7/31/2012
LEWIN, ROSS	U DIRECTOR	RESIGNATION (GOOD STANDING)	GLOBAL	7/31/2012
LEWIS, RACHEL A.	U POST DOC FEL 1	RESIGNATION (GOOD STANDING)	WOMEN	8/22/2012
MACKAY, CAMERON	UC PROFESSIONAL 05 - ADMISSIONS OFFICER	RESIGNATION (GOOD STANDING)	ADMISS	8/9/2012
MHADESHWAR, ASHISH B.	ASSISTANT PROFESSOR	RESIGNATION (GOOD STANDING)	CMBE	8/22/2012
MURPHY, BRENDA	D PROFESSOR - DISTINGUISHED PROF	RETIREMENT (55/W 10-24 YEARS)	ENGL	7/31/2012
NEFF, LILY	ASST CLIN PROF 11MO	RESIGNATION (GOOD STANDING)	LAW	8/22/2012
NELSON, GEORGE J.	ASST RESEARCH PROF	RESIGNATION (GOOD STANDING)	ME	7/31/2012
PETERSEN, MARY ELLEN	UC PROFESSIONAL 01 - LAB ASST	RESIGNATION (GOOD STANDING)	BIOL	8/22/2012
SALES, ERIN M.	UC PROFESSIONAL 05 - PROGRAM COORD	RESIGNATION (GOOD STANDING)	ATH	7/31/2012
SANDERS, AMY J.	UC PROFESSIONAL 03 - PROG ASSISTANT I	RESIGNATION (GOOD STANDING)	OSA	7/31/2012
SAUNDERS, ANSONIA	UC PROFESSIONAL 01 - FINANCIAL ASST I	RESIGNATION (GOOD STANDING)	LAW	8/17/2012
SCHRAGER, SAMUEL L.	VISITING ASST PROF	RETIREMENT (55/W 10-24 YEARS)	MKTG	8/31/2012
SHAHBAZI, ZAHRA	ASST PROF IN RES	RESIGNATION (GOOD STANDING)	ENGR	8/22/2012
SHAW, LEON L.	PROFESSOR	RESIGNATION (GOOD STANDING)	CMBE	8/22/2012
SKURKIS, JEFFREY M.	UC PROFESSIONAL 07 - PROGRAM MANAGER	RESIGNATION (GOOD STANDING)	SBMBA	7/13/2012

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NAME	TITLE	SEPARATION REASON	DEPT	DATE
TALVACCHIA, BETTE L.	D PROFESSOR - DISTINGUISHED PROF	RETIREMENT (25+ YRS SERVICE)	ART	8/31/2012
THOMAS, WILLIAM B.	SPECIALIST IA - ASSISTANT COACH	RESIGNATION (GOOD STANDING)	ATH	8/20/2012
TIAN, XIN	U POST DOC FEL 1	RESIGNATION (GOOD STANDING)	ECE	8/23/2012
TOWSNER, HENRY	ASSISTANT PROFESSOR	RESIGNATION (GOOD STANDING)	MATH	8/22/2012
TURCO, VALERIE M.	UC PROFESSIONAL 04 - SA PROGRAM COORD I	RESIGNATION (GOOD STANDING)	OSA	7/31/2012
VILLAGRAN-HERNANDEZ, ALEJ	ASSISTANT PROFESSOR	RESIGNATION (GOOD STANDING)	STAT	8/22/2012
WANG, TIXIANG	ASSOCIATE PROFESSOR	RETIREMENT (25+ YRS SERVICE)	RG CMP	7/31/2012
WARGO AIKINS, JULIE	ASSOCIATE PROFESSOR	RESIGNATION (GOOD STANDING)	PSYC	8/22/2012
WEISBROD, CAROL A.	PROFESSOR	RETIREMENT (25+ YRS SERVICE)	LAW	8/22/2012
WESTA, SUSAN	ASSOC COOPEXTED RES	RESIGNATION (GOOD STANDING)	EXTENS	8/15/2012
WILLIAMS, JENNIFER A.	UC PROFESSIONAL 04 - PROGRAM ASSISTANT II	RESIGNATION (GOOD STANDING)	LAW	8/20/2012
WORLEY, ROBIN	UC PROFESSIONAL 05 - ADMIN COORDINATOR	DEATH (NON-EMPLOYMENT RELATED)	ENGL	7/14/2012
WOSZYNA, MICHAEL N.	U POST DOC FEL 1	RESIGNATION (GOOD STANDING)	MCB	8/10/2012
ZIMMERMANN, CHRISTIAN M.	ASSOCIATE PROFESSOR	RESIGNATION (GOOD STANDING)	ECON	8/22/2012
ZOFKA, ADAM	ASSISTANT PROFESSOR	RESIGNATION (GOOD STANDING)	CE	8/22/2012

University of Connecticut Department of Human Resources
Leaves of Absence Processed through 9/6/12
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NAME	TITLE	DEPARTMENT	DATES	REASON FOR LEAVE
Bauman, David A	UCP 9 - Publicity/Mktg Dir	Univ Communications	8/24/12-9/14/12	Medical leave with pay
Capetta, Daniel	UCP 10 - Oper Sys Prog/Anal 4	Student Aff It Dept	7/23/12-8/17/12	Parental leave with pay
Capetta, Maryclaire C	Clin Instr 11mo	Kinesiology	7/23/12-8/31/12	Maternity leave with pay
Capetta, Maryclaire C	Clin Instr 11mo	Kinesiology	9/4/12-10/12/12	Parental leave without pay
Christie-Francis, LaShawn	UCP 2 - Prog Asst-Ed Outrch	Department of Extension	9/5/12-9/21/12	Medical leave with pay
Demers, Brianna	UCP 5 - Financial Asst II	Nursing Dean Ofc	7/11/12-9/17/12	Maternity leave with pay
Demers, Brianna	UCP 5 - Financial Asst II	Nursing Dean Ofc	9/18/12-10/23/12	Parental leave with pay
Dunlop, Julia B	UCP 8 - Dev/Alumni Dir-Law	Law Sch Dean Ofc	7/24/12-8/10/12	Medical leave with pay
DiStefano, Lindsay	Assistant Professor	Kinesiology	8/23/12-9/19/12	Maternity leave with pay
Koo, Sung I	Department Head	Nutritional Sciences	10/1/12-11/30/12	Cancelled - Research leave with pay
Lowe, Janet A	UCP 7 - Comp Tech Sup Cons 2	CCS Info Tech Svcs	7/26/12-9/7/12	Medical leave without pay
Martin, Katherine	UCP 8 - Program Director	Hartford Student Serv	8/2/12-9/27/12	Maternity leave with pay
Martin, Katherine	UCP 8 - Program Director	Hartford Student Serv	9/28/12-11/1/12	Parental leave with pay
Metivier, Pamela A	UCP 9 - Sr Comp Prog/Anal	Enterprise Admin System	8/8/12-9/21/12	Medical leave with pay
Palmieri, Katherine E	UCP 7 - Asst To Director	Torrington Director Ofc	8/1/12-9/14/12	Medical leave with pay
Puhlick, Peter A	UCP 9 - Facilities Prof III	Facilities Management	7/24/12-9/27/12	Medical leave with pay
Simoniello, Jennifer L	UCP 5 - Admin Coordinator	Animal Science	8/6/12-9/7/12	Red Sch medical leave with pay
Song, Edward D	UCP 6 - Program Manager	Business Dean Ofc	7/26/12-8/29/12	Medical leave with pay
Strasser, Kurt	Professor	Law Sch Instr & Res	2/23/13-8/22/13	Personal leave without pay
Watkins, Bruce	Professor	Nutritional Sciences	7/25/12-9/7/12	Cancelled - Research leave with pay

**Committee on Institutional Advancement
University of Connecticut – Board of Trustees**

Tuesday, September 11, 2012

4:00 p.m.

Teleconference

1. Acceptance of the Minutes of June 12, 2012..... Mr. Treibick
Attachment 1
2. IA Committee Meeting Schedule - 2013..... Mr. Martel
Attachment 2
3. Development Report Mr. Martin
Attachment 3
4. Named Gift Guidelines Mr. Martin
Attachment 4
5. Named Gift Opportunities..... Mr. Martin
Attachment 5
6. Naming Recommendations Mr. Treibick
Attachment 6

Facilities:

College of Agriculture and Natural Resources

- Dr. Donald N., Class of 1954, and Gail Maynard Student Lounge

Academic:

School of Engineering

- GE Endowed Professorships in Advanced Manufacturing

7. Alumni Update Ms. Lewis
Attachment 7
8. Communications Update..... Mr. Martel
Attachment 8
9. Legislative Update..... Ms. Garber
Ms. Lombardo

Teleconferencing Instructions

- Dial 1-800-369-2006. The password is **ADVANCE**. Conference Leader: **Richard Treibick**.
- The operator will ask for your name, announce to other participants that you are joining the conference and you will be connected.

Joint Audit & Compliance Committee

Agenda

1:00 pm – 1:45 pm – Executive Session

1:45 pm – 3:30 pm - Public Meeting

REVISED

August 9, 2012

Issue	Proposed Action	Tab
Executive Session to discuss:		None
<ul style="list-style-type: none"> C.G.S. 1-200(6)[E] – Preliminary drafts or notes that the public agency has determined the public's interest in withholding outweighs the public's interest in disclosure. [1-210(b)(1)] 		
Opportunity for Public Comment		None
Minutes of the JACC of the June 7, 2012 Meeting	Approval	1
Storrs & UCHC Significant Compliance Activities	Update	2
<ul style="list-style-type: none"> UCHC International Review Board (IRB) Monitors 	Presentation	
Significant Audit Activities		3
<ul style="list-style-type: none"> Status of Audit Assignments (Storrs & UCHC) 	Update	
<ul style="list-style-type: none"> Audit Follow-up Activity 	Update	
FY13 Auditing and Compliance Plans (Storrs & UCHC)	Approval	4
Auditors of Public Accounts – Report on University of Connecticut for Fiscal Years Ended June 30, 2008 and 2009	Presentation	5
External Engagements	Update	6
<ul style="list-style-type: none"> BKD NCAA Agreed Upon Procedures – FY12 Request to hire 	Approval	
<ul style="list-style-type: none"> McGladrey & Pullen, LLP Audits of UConn 2000 – FY12 Request to hire 	Approval	
Joint Audit and Compliance Committee / Office of Audit, Compliance and Ethics		7
<ul style="list-style-type: none"> Annual Review of OACE Charter 	Update	
<ul style="list-style-type: none"> JACC Self Assessment –Action Plan 	Discuss	

Individual Responsibility, Institutional Success

Joint Audit & Compliance Committee Agenda

1:00 pm – 1:45 pm – Executive Session

1:45 pm – 3:30 pm - Public Meeting

Issue	Proposed Action	Tab
Draft Travel Policy and Procedures (Revised addition)	Review	
Informational/Educational Items	Information Only	8
<ul style="list-style-type: none">Quarterly Newsletter for Summer 2012 - StorrsArticle “ A Barrage of Regulations” (Internal Auditor)JACC Agenda Forecast		
Conclusion of Full Meeting		
Information Session with OACE’s Chief Audit & Compliance Auditor and Direct Reports		

August 9, 2012

*The next meeting of the JACC will be held on October 19, 2012 at 1:00 pm
Foundation Building, Rooms A, B and C*

Individual Responsibility, Institutional Success

AGENDA
Board of Trustees
ACADEMIC AFFAIRS COMMITTEE

Thursday, September 27, 2012
Rome Commons Ballroom
Storrs, CT
9:00 a.m. – 9:30 a.m.

	<u>COMMITTEE</u>	<u>ATTACHMENT</u>
1) Minutes of the Academic Affairs Committee Meeting of August 8, 2012, as circulated	A	

ACTION ITEMS:

2) Tenure at Hire	4
3) Designation of Emeritus Status	5
4) Sabbatical Leave Recommendations	6
5) GE Endowed Professorships in Advanced Manufacturing in the School of Engineering	7
6) Establishment of the Biomedical Engineering Department in the Schools of Engineering, Medicine and Dental Medicine	8

INFORMATIONAL ITEMS:

7) Financial Conflict of Interest in Research	10
8) Five-Year Review of Academic Centers & Institutes	11

PRESENTATION ITEM:

- 9) Online Learning, Sally Reis, Interim Vice Provost for Academic Affairs

MINUTES
MEETING OF THE ACADEMIC AFFAIRS COMMITTEE
August 8, 2012

Trustees Present: Archambault, Bailey, Barham, Buckman, Carbray, Drotch, Gandara, Lobo, McHugh, Nayden, Reviczky, Ritter, Shepperd

Staff Present: Bansal, Bray, Bull, Callahan, Carone, Choi, Conklin, Donahue, Egeberg, Fazio, Fox, Gray, Herbst, Holsinger, Holz-Clause, Korbel, Locke, Orr, Reis, Rubin, Saddlemire, Singha, Stwalley, Teal, Torti, Walker, Weidemann, Wetstone, Woods

Trustee Archambault convened the meeting at 9:00 a.m. at the University of Connecticut, Rome Commons Ballroom, Storrs Campus. On a motion by Trustee Buckman, seconded by Trustee Barham, the minutes of the April 25, 2012, meeting were approved, as circulated.

Interim Provost Choi introduced **Action Item #2, Promotion and Tenure**. Moved by Trustee Buckman, seconded by Trustee Barham, the Committee recommended approval of all promotion and tenure cases brought forward to the full Board.

Interim Provost Choi introduced **Action Item #3, Designation of Emeritus Status**. Moved by Trustee Barham, seconded by Trustee Buckman, the Committee recommended the designations of emeritus status of twelve individuals to the full Board.

Interim Provost Choi introduced **Action Item #4, Sabbatical Leave Recommendations**. Moved by Trustee Buckman, seconded by Trustee Barham, the Committee recommended approval of sabbatical leave recommendations to the full Board.

Interim Provost Choi introduced **Action Item #5, Appointment of John A. Elliott to the Auran J. Fox Chair in Business**. Interim Provost Choi noted that the Auran J. Fox Chair in Business was established in 2001 with an endowment from Keith R. Fox. The Chair supports the deanship and the innovative programs in the School of Business. Dr. Elliott will begin his deanship of the School of Business on August 15. Moved by Trustee Buckman, seconded by Trustee Barham, the Committee recommended appointment to the full Board.

Interim Provost Choi introduced **Action Item #6, Notification of Proposed Changes to the By-Laws of the University of Connecticut (Article XIV – The University Staff, Section D.4, Procedure for Reviews of Faculty)**. Interim Provost Choi noted that this change addressed the requirement of faculty members to administer Student Evaluations of Teaching in applicable courses. Trustees Archambault, Drotch, and Nayden discussed the merits and necessity of the proposed change. Trustees Drotch and Nayden questioned whether this was a necessary change in the university by-laws. Interim Provost Choi introduced Dr. Kathleen Segerson, Professor of Economics, who discussed the University Senate's thought-process and language considerations. The language will be discussed and reviewed among the Trustees and by the University Senate prior to final approval at a future Committee meeting. Moved by Trustee Buckman, seconded by Trustee Barham, the Committee recommended notification to the full Board.

Interim Provost Choi introduced **Action Item #7, Establishment of the Digital Media & Design Department in the School of Fine Arts**. Interim Provost Choi acknowledged the effort and enthusiasm of Dr. Timothy Hunter, Professor and proposed-Department Head, to reach this accomplishment, and he noted that the department will emphasize digital media as a tool of analysis and communication, while harnessing the innovative technologies that give voice to digital media for personal, creative & commercial communications. New academic programs in digital media will come before the Committee at future meetings. Moved by Trustee Buckman, seconded by Trustee Lobo, the Committee recommended establishment to the full Board.

Interim Provost Choi introduced **Action Item #8, Division of the Communication Sciences Department into (1) the Department of Communication and (2) the Department of Speech, Language, and Hearing Sciences in the College of Liberal Arts & Sciences**. Interim Provost Choi informed the Committee that the Communication Sciences Department has two concentrations, which are separate academic disciplines: Communication and Communication Disorders. Current staffing and student levels are sufficient to support the division. Trustee Buckman acknowledged his support for this division. Moved by Trustee Lobo, seconded by Trustee Buckman, the Committee recommended division to the full Board.

Interim Provost Choi introduced **Action Item #9, Memorandum of Understanding between the University of Connecticut and Renmin University of China**. Interim Provost Choi added that this program would be housed in the College of Agriculture and Natural Resources, and it would allow a maximum of 30 Renmin students per year to participate, conducting their first year of study in China and their second year at UConn. Following successful completion of their second year of

study, students in the program will earn a M.S. degree in Agriculture and Resource Economics from UConn. Moved by Trustee Buckman, seconded by Trustee Lobo, the Committee recommended approval to the full Board.

Interim Provost Choi introduced **Action Item #10, "3+2" Programs between the University of Connecticut and select Chinese Partner Institutions.** Interim Provost Choi noted that the College of Agriculture and Natural Resources has ties with Sichuan University (Chengdu), Renmin University (Beijing), China Agricultural University (Beijing) and Northwest Agriculture, and Forestry University (Shaanxi). Students will attend their respective Chinese institution for three years, then attend UConn for two years. After their first year at UConn, the students will receive their undergraduate degree from their Chinese institution. After their second year at UConn, the students will receive a M.S. degree from UConn. Qualified students will be encouraged to apply to UConn doctoral programs. Trustee Archambault acknowledged the work of Dr. Gregory Weidemann, Dean of the College of Agriculture and Natural Resources, in furthering UConn's global initiatives. Moved by Trustee Lobo, seconded by Trustee Buckman, the Committee recommended approval to the full Board.

Interim Provost Choi introduced **Action Item #11, Environmental Studies Major in the Colleges of Agriculture & Natural Resources and Liberal Arts & Sciences.** Interim Provost Choi informed the Committee that there is no undergraduate major at UConn that approaches the study of the environment primarily from the perspective of the Humanities and Social Sciences, and this proposed program is designed to fill that gap. Interim Provost Choi and President Herbst acknowledged the two-year effort of Dr. Kathleen Segerson and her colleagues in CLAS and CANR. Moved by Trustee Lobo, seconded by Trustee Buckman, the Committee recommended approval to the full Board.

Trustee Archambault asked Interim Provost Choi to provide a brief update on faculty hiring. Dr. Choi informed the Committee that approximately 75 faculty members will be hired this academic year. Of the 75 new faculty members, 60 will be tenured or tenure-track and 15 will be professors-in-residence and instructors. The in-residence faculty will teach approximately three courses a semester, in comparison to a new tenure-track faculty member that will have a stronger focus on research and service. An additional 117 will be hired, beginning in the fall of 2013.

With no further business, Trustee Archambault adjourned the meeting at 9:28 a.m.

Respectfully submitted,



Brandon L. Murray
Committee Secretary

AGENDA
Meeting of the
FINANCIAL AFFAIRS COMMITTEE
September 27, 2012 at 9:30 a.m.
University of Connecticut
Rome Commons Ballroom
Storrs, Connecticut

Revised

ATTACHMENT **LOCATION**
COMMITTEE **FULL BOARD**

ACTION ITEMS:

- | | |
|---|---------------|
| 1) Approval of the Minutes of the Financial Affairs Committee Meetings of June 28, 2012 and August 8, 2012, as circulated | A |
| 2) Contracts and Agreements for Approval – Revised | 1 |
| 3) Annual Report of the Endowed Chair Program Entitled “Aetna English Chair in Writing” | 2 |
| 4) Travel and Entertainment Policies and Procedures – Revised | 3 |
| 5) Revised Allocation of Bond Authorizations as set forth in the Eighteenth Supplemental Indenture (University of Connecticut General Obligation Bonds) | 12 |
| 6) Deferred Maintenance/Code/ADA Renovation Lump Sum Expenditures and Equipment Expenditures | 13 |
| 7) Signature Authority for Board of Trustees Review of Contracts – Revised | 14 |
| 8) Acquisition of Parcel of Land to Extend North Hillside Road To Route 44 in Support of the University of Connecticut Technology Park | |

PROJECT BUDGETS FOR APPROVAL:

	<i><u>Phase</u></i>	<i><u>Budget</u></i>	<i><u>Tab</u></i>
9) Garrigus Suites – Rear Stairway/Sidewalk Repair	Planning	\$1,000,000	15
10) North Eagleville Road Area Infrastructure Repair/Replacement and Upgrade	Planning	\$750,000	16
11) Student Health Services Building	Planning	\$30,000,000	17
12) UCHC – Research Tower: Incubator Lab Addition to the Cell & Genome Sciences Building (CGSB)	Planning	\$11,170,000	18
13) Arjona and Monteith – Renovations	Revised Planning	\$22,350,000	

PROJECT BUDGETS FOR APPROVAL (Continued):

	<u>Phase</u>	<u>Budget</u>	<u>Tab</u>
14) UCHC – Main Building Exterior Façade Joint Sealant Replacement	Design	\$3,475,000	19
15) Atwater Building – Roof Replacements	Final	\$600,000	20
16) Gant Building Renovations	Final	\$8,570,000	21
17) Pedestrian Safety Improvements – Phase I	Final	\$2,985,000	22
18) Repair of Water Tank #2	Final	\$1,700,000	23
19) Shippee Dining Hall Renovations	Final	\$4,000,000	24
20) UCHC – Ambulatory Care Center	Final	\$203,000,000	25
21) UCHC – Demolition – Lower Research Campus	Final	\$850,000	26
22) UCHC – Detention Basin Dredging Maintenance	Final	\$990,000	27
23) Arjona and Monteith (New Classroom Buildings)	Revised Final	\$95,000,000	28
24) Pedestrian Safety Improvements – Hillside Road	2 nd Revised Final	\$3,000,000	29

INFORMATION ITEMS:

- 25) Project Budget for Bishop Renovation – Various Improvements 30
for Academic and Student Services Activities (Revised Final: \$2,425,000)
Approved by BOT Executive Committee 09/13/12
- 26) Contracts and Agreements for Information B
- 27) Construction Project Status Report (Under Separate Cover)
- 28) Master Schedule for UCONN 2000 Phases I, II & III (Under Separate Cover)

EXECUTIVE SESSION (As Needed)

MINUTES
MEETING OF THE FINANCIAL AFFAIRS COMMITTEE
June 28, 2012

TRUSTEES PRESENT: Archambault, Bailey, Buckman, Carbray, Cloud, Drotch, Gandara, Jacobs, Kruger, Lobo, McHugh, Ritter, Scianna and Shepperd

STAFF PRESENT: Andrews, Biancamano, Bray, Bull, Callahan, Carone, Chiaputti, Choi, Donahue, Egeberg, Gore, Gray, Herbst, Holz-Clause, Kirk, Larson, Locke, Locust, Martel, Roy, Rubin, Saddlemire, Singha, Sitkowski, Sullivan, Summerer, Teal, Torti, Urban, Walter, Wetstone, Wilder and Wrynn

SENATE PRESENT: Bansal, Korbel, Moiseff, and Stwalley

Peter Drotch, Committee Chairman, convened the meeting of the Financial Affairs Committee on June 28, 2012 at 9:00 a.m. in the Lewis B. Rome Commons Ballroom on the University of Connecticut campus in Storrs, Connecticut. On a motion by Trustee Archambault and seconded by Trustee Kruger a Revised Agenda was accepted by the Committee. The agenda was revised to add a Revised Contracts and Agreement document as well as two additional project budgets.

Dr. Mun Choi, Interim Provost & Executive Vice President for Academic Affairs, directed the committee to a PowerPoint presentation of budget highlights. He detailed the University's academic priorities and explained the period of growth currently being experienced by the University. He stated that there are few Universities making the same level of investment in intellectual capital through faculty hiring; in physical infrastructure for teaching and research; combined with the exciting investments in innovative research related to genomics, advanced manufacturing, innovation and entrepreneurship. These initiatives will transform the institution. The faculty hiring plan is scheduled to improve the student to faculty ratio of 15:1 by 2015. Dr. Choi highlighted many new educational initiatives. Highlights of the Graduate School were also provided including new research initiatives, awards and priorities.

Dr. Mary Holz-Clause, Vice President for Economic Development, provided an update on how that department is working to make it easier for business and industry to work with the University and to seek opportunities to take research, innovation and new discoveries to the marketplace. The University is emphasizing its ability to strengthen the State regionally, nationally, globally as well as creating new jobs. An entrepreneurial culture is developing across the campus. *Site Selection* magazine annually chooses the top ten economic development projects in the United States and BioScience Connecticut and Jackson Laboratory projects were chosen as one of those top ten projects. Company startups have been supported on many campuses including Storrs, Avery Point and Farmington and are currently housing 45 incubator companies. Emphasis on the University's branding strategy is a key to success.

Lysa Teal, Associate Vice President for Budget and Finance, provided FY12 financial highlights which included minimal tuition and fee increases; increased enrollment; reduced State support by reduction in appropriation; more activities such as Study Abroad expenditures; the cost effect of a 27th payroll; increased financial aid; no wage increases; lower energy costs; less research activity and implementation of a deficit reduction plan through procurement efficiencies and university-wide savings efforts.

The Strategic Redesign Initiative involved hiring McKinsey and Company to conduct a review of key areas of non-academic operations. Implementation of their recommendations is a multi-year process. Cost savings measures are underway in the areas of procurement, facilities operations, information technology as well as general administration. Savings realized to date assisted in balancing the FY12 budget. Future savings from the McKinsey Initiative may not be as robust as hoped. A follow up report on the initiatives was requested to be provided at a future meeting by Thomas Callahan, Associate Vice President for Infrastructure Planning and Strategic Project Management. In addition, a future presentation on IT Initiatives was requested from Nancy Bull, Vice Provost for Information Technology.

The FY13 budget plan includes tuition increases to support the Faculty Hiring Plan; State appropriation (2% less prior to funds for Eminent Faculty, CT Center for Advanced Technology, CommPACT, Kerr Grant); increased financial aid; a second year of no wage increases per the SEBAC agreement; and funding for initiatives and investments as well as a continuation of university-wide savings efforts.

In order for the University to remain a top 25 public university while remaining an affordable choice for students the tuition increase in FY12 was kept fairly small in comparison to the other top 25 public institutions. Tuition and fees for FY13 were approved for four years by the Board of Trustees with FY13 at 5.5% and higher rates in the subsequent years. Tuition funded need-based grants increased 35% since FY10. Tuition funded need-based grants, as a percentage of net tuition revenue, is budgeted at 19.5% for FY13. During FY12, more than 21,000 students received financial aid from all known sources.

Ms. Teal stated that the most difficult challenges the University anticipates in FY14 include providing infrastructure and support needed to implement the Faculty Hiring Plan; ensuring academic quality; increased innovation, technology development and new jobs; and continuing to train highly skilled professionals to meet the needs of Connecticut businesses. Trustee Drotch added that FY14 fiscal challenges will also include wage increases while tuition rates are set and dedicated to the costs of increasing faculty. Deferred maintenance and equipment costs are being moved toward the operating budget as the end of the UCONN 2000 project approaches. The cost of IT updates will need to be addressed as well. Institutional giving is also an area that will need to be emphasized. Dr. Choi stated that due to the Faculty Hiring Plan there are additional costs for facility and start up requirements. There will be a need for laboratory space and specialized equipment dependent upon a new faculty member's expertise. The cost of FY13 needs are budgeted and future needs are being accommodated. Incoming faculty will be moved into existing space and departments are reallocating space for this purpose. The hiring is planned in stages allowing for the utilization in out years of space in new buildings

including the Tech Park for new scientists. By hiring 250 net new faculty the faculty/student ratio will be reduced to 15:1.

Dr. Frank Torti, Executive Vice President for Health Affairs and Medical School Dean, introduced UConn Health 2020; a strategic plan which will define a common vision for UCHC in 2020. It will align goals with future vision as well as develop a performance management system to ensure accountability for targets. Additional information on the plan will be brought before the Trustees at a future meeting. Health Center goals for FY13 include achieving financial stability to secure the long term future of Health Center; increasing clinical referrals and visibility; focus and aligning research investments; strengthen the medical and dental teaching programs; increasing philanthropic support for UCHC's research, clinical and educational missions and the construction of new, and renovation of existing, Health Center facilities.

John Biancamano, Health Center Chief Financial Officer, stated that the Health Center's FY12 budget is anticipated to be balanced. The FY13 budget plan is based on the following assumptions: a 4% increase in tuition and fees; an increase of 3.9% in grants and contracts revenues; higher clinical revenues due to volume and rate; clinical faculty recruitments; auxiliary and other income increases due to the Connecticut Children's Medical Center contract; increase in State support primarily related to faculty recruitment and Correctional Managed Health Care services; no bargaining unit increases due to the SEBAC agreement; a decrease in drugs due to anti-coag drug patients. The operating budget includes expenses necessary to meet construction time tables to ensure the success of Bioscience CT (such as valet parking service). Health Center revenues derive mostly from patient care but also come from State support, tuition and fees, interns and residents, gifts, grants and contracts, correctional managed health care and other sources. In FY13, 21.1% of UCHC's budget is State supported, 78.9% comes from other revenues (clinical, research, tuition and philanthropy). The majority of the Health Center's expenses come from personal services, the balance coming from medical contractual support, medical/dental house staff, correctional managed health care, drugs/medical supplies, depreciation, outside and other purchases.

Trustee Drotch reminded the Trustees that the Health Center budget had been reviewed and approved by the Health Center's Board of Directors and Finance Committee. Trustee Jacobs expressed his concern about the debt load of students finishing their medical degrees and how best to retain these individuals in Connecticut. Dr. Torti agreed with his concerns.

Vice Provost Nancy Bull provided a budget update pertaining to information technology. She commented on the McKinsey Report and stated that her staff had been working closely with procurement on standards for hardware purchases. These savings may not be seen for another year as hardware purchases occur over the next year. In addition, a review of software licenses and a campus wide server consolidation are being undertaken as cost saving measures. The Board previously challenged Dr. Bull to determine the University's IT priorities and their costs. Eleven priorities have been identified and reviewed by various levels of University personnel. Three external reviewers were invited to the University to review IT priorities and they made recommendations on what they thought UConn's IT priorities should be. Those recommendations are summarized in a document which will be shared when final dollars are

available. The priorities are now reduced to seven and not all will be acted upon and some are funding dependent. Environmental issues within the data center are a concern. Air conditioners are on order and will be installed in the center as a temporary measure to improvement the situation. While the University is looking at virtual data center options the core data center located on the main campus must be stabilized. The NSF now has requirements regarding data storage and management. Collaboration with the Health Center on data center needs is also under consideration. Disaster recovery is of major concern. A wired master plan is also needed. Dr. Bull provided a brief explanation of the new SecureU initiative. Due to limited time available President Herbst requested that Vice Provost Bull provide a more detailed presentation at the August 8th Trustee meeting.

Due to time constraints, Trustee Drotch requested that the balance of the Budget Presentation regarding UCONN 2000 be cut short. Mr. Gray briefly detailed the capital budget and the deferred maintenance budget.

On a motion by Trustee Archambault and seconded by Trustee Kruger agenda ***Item #2, Approval of the Minutes of the Financial Affairs Committee Meeting of April 25, 2012*** was approved as circulated.

On a motion by Trustee Archambault and seconded by Trustee Kruger the committee voted to go into Executive Session at 10:48 a.m. to discuss preliminary drafts and notes that the University had determined that the public interest in withholding such documents clearly outweighed the public interest in disclosure. The Chairman noted that on the advice of counsel only staff members whose presence was necessary to provide their opinion would be permitted to attend Executive Session.

Trustees present included: Mr. Archambault, Ms. Bailey, Mr. Buckman, Mr. Carbray, Mr. Cloud, Mr. Drotch, Ms. Gandara, Dr. Jacobs, Mr. Kruger, Ms. Lobo, Mr. McHugh, Mr. Ritter, Mr. Scianna and Mr. Shepperd. University staff present included: Dr. Herbst, Ms. Rubin, Mr. Gray, Mr. Walker, Ms. Chiaputti, Ms. Carone, Ms. Teal and Mr. Larson. Assistant Attorneys General Urban and Bray were also present. Executive Session ended at 11:15 a.m.

Trustee Drotch directed the Committee to agenda ***Item #3, Revised Contracts and Agreements for Approval***. Mr. Gray provided an overview of the contracts presented. On a motion by Trustee Shepperd and seconded by Trustee Archambault the item was referred to the full Board for approval.

On a motion by Trustee Archambault and seconded by Trustee Shepperd agenda ***Item #4, Spending Plan for Fiscal Year 2013 for the University of Connecticut, Storrs and Regional Campuses*** and agenda ***Item #5, Spending Plan for Fiscal Year 2013 for the University of Connecticut Health Center*** were recommended to the full Board for approval.

On a motion by Trustee Shepperd and seconded by Trustee Kruger agenda ***Item #6, State Appropriation Current Services Request for the Biennium Fiscal Years 2014 and 2015 for the University of Connecticut, Storrs & Regional Campuses*** and agenda ***Item #7, State Appropriation***

Current Services Request for the Biennium Fiscal Years 2014 and 2015 for the University of Connecticut Health Center were recommended to the full Board for approval.

On a motion by Trustee Shepperd and seconded by Trustee Archambault agenda ***Item #8, UCONN 2000 Fiscal Year 2013 Capital Budget*** was recommended to the full Board for approval.

On a motion by Trustee Archambault and seconded by Trustee Shepperd agenda ***Item #9, Fiscal Year 2013 Deferred Maintenance/Code/ADA Renovation Lump Sum Project List*** was recommended to the full Board for approval.

On a motion by Trustee Shepperd and seconded by Trustee Archambault agenda ***Item #10, Capital Spending Plan for Fiscal Year 2013 for the University of Connecticut Health Center*** was recommended to the full Board for approval.

On a motion by Chairman McHugh and seconded by Trustee Shepperd agenda ***Item #11, Revised Allocation of Bond Authorizations as set forth in the Sixteenth Supplemental Indenture (University of Connecticut General Obligation Bonds)*** and agenda ***Item #12, Revised Allocation of Bond Authorizations as set forth in the Seventeenth Supplemental Indenture (University of Connecticut General Obligation Bonds)*** were recommended to the full Board for approval.

John Sullivan, Manager of Treasury Services, and Sharon Dixon-Peay of the State Treasurer's Office, provided a detailed summary of the purpose of the eighth supplemental indenture. On a motion by Trustee Archambault and seconded by Trustee Kruger agenda ***Item #13, Eighteenth Supplemental Indenture Authorizing University of Connecticut General Obligation Bonds*** was recommended to the full Board for approval.

On a motion by Trustee Drotch and seconded by Trustee Archambault agenda ***Item #14, Delegation of Authority to Approve Leases for the Technology Incubation Program (TIP) in Specified Circumstances*** was recommended to the full Board for approval. Trustee Drotch suggested that at a future Committee meeting a discussion take place regarding dollar limits of agreements that are presented to the Board for approval.

Dr. Choi briefly detailed the purpose and benefits of the proposed Tuition Discount Policy. On a motion by Chairman McHugh and seconded by Trustee Shepperd agenda ***Item #15, Tuition Discount Policy*** was recommended to the full Board for approval.

Project Budgets listed on the agenda as Items 16-29 were recommended to the full Board for approval on a motion by Trustee Drotch and seconded by Trustee Archambault. The projects recommended included: ***Project Cancellation – Mansfield Training School – Longley Renovation (Cancel - Planning: \$1,000,000); UCHC Anechoic Chamber Relocation (Planning: \$555,000); UCHC UConn Medical Group (UMG) – Clinical Space Fit-Out, Storrs Center (Planning: \$4,365,000); UCHC New Construction and Renovation – Clinic (C) Building Renovations (Planning: \$86,715,000); UCHC CT Simulator, High Dose Radiation Renovations (Revised Planning: \$2,100,000); UCHC Ambulatory Care Center (ACC) (Design: \$203,000,000); UCHC CLAC Renovation (Design: \$16,125,000); UCHC Detention Basin Dredging Maintenance (Design: \$1,300,000); UCHC Main Building Renovation; Lab ("L")***

Building Renovations – Project 1 (Design: \$79,000,000); Babbidge IT & Phone Functional Areas – Heating Ventilation and Air-Conditioning and Electrical Repairs (Final: \$2,200,000); Renovations of Longley Building for Additive Manufacturing Research (Final: \$800,000); Renovations for New Faculty – Pharmacy/Biology Building (Final: \$1,300,000); UCHC Fire Alarm System Upgrades – Phase I (Final: \$706,000); and Pedestrian Safety Improvements – Hillside Road (Revised Final: \$3,000,000).

Trustee Drotch directed the committee to the remaining information items listed on the agenda. On a motion by Trustee Drotch and seconded by Trustee Archambault the meeting was adjourned at 11:39 a.m.

Respectfully submitted,

Debbie L. Carone

Debbie L. Carone
Secretary to the Committee

MINUTES
MEETING OF THE FINANCIAL AFFAIRS COMMITTEE
August 8, 2012

TRUSTEES PRESENT: Archambault, Bailey, Barham, Buckman, Carbray, Drotch, Gandara, Handley, Kruger, Lobo (*via telephone*), McHugh, Nayden (*via telephone*), Reviczky, Ritter, Shepperd and Treibick

STAFF PRESENT: Andrews, Bray, Bull, Callahan, Carone, Choi, Donahue, Eaton, Egeberg, Fazio, Fox, Gray, Holz-Clause, Holsinger, Kirk, Larson, Locke, Martel, Orr, Pufahl, Reis, Roe, Roelfs, Rubin, Saddlemire, Singha, Sitkowski, Teal, Torti, Trutter, Walker, Wendt, Wetstone, Woods and Wynn

SENATE PRESENT: Bansal, Korbel and Stwalley

Committee Chairman Peter Drotch convened the meeting of the Financial Affairs Committee at 9:30 a.m. in the Lewis B. Rome Commons Ballroom on the University of Connecticut campus in Storrs, Connecticut. He directed the committee to the revised agenda and materials. The agenda was revised due to a Revised Contracts and Agreements for Approval document and an additional discussion item regarding Trustee Continuing Education. On a motion by Trustee Drotch and seconded by Trustee Archambault the ***Revised Agenda*** was approved as distributed.

Mr. Drotch directed the committee to agenda ***Item #1, Contracts and Agreements for Approval – REVISED***. Richard Gray, Executive Vice President for Administration and Chief Financial Officer, advised the Committee that the University should be listed as the lessee on the TIAA lease. He then provided a brief description of the agreements and exigent contracts presented for approval. On a motion by Trustee Drotch and seconded by Trustee Shepperd, the item was recommended to the full Board for approval.

The Committee was directed to agenda ***Item #2, Revisions to “The Rules and Regulations for Control of Parking and Vehicles on the Grounds of the University of Connecticut”***. On a motion by Trustee Drotch and seconded by Trustee Archambault the item was recommended to the full Board for approval.

On a motion by Trustee Shepperd and seconded by Trustee Kruger agenda ***Item #3, Revisions to the Policy for the Selection of Outside Legal Counsel*** was recommended to the full Board for approval as presented.

On a motion by Trustee Shepperd and seconded by Trustee Archambault, agenda ***Item #4, Beach Hall Renovations – Façade and Roof (Revised Final: \$2,500,000)*** was recommended to the full Board for approval.

Vice Provost Nancy Bull provided a PowerPoint presentation entitled ***“Critical IT Priorities ... Shaping the Future”*** (*hard copy of PowerPoint attached to file copy of minutes*).

Trustee Drotch thanked Dr. Bull for her thorough presentation and suggested that alternative approaches to solving the problems which may include outsourcing. Dr. Bull agreed that those options are part of the consideration. President Herbst acknowledged Dr. Bull's hard work, extraordinary leadership and keen strategic focus. Dr. Bull thanked the President and acknowledged the hard work of her IT staff.

Mr. Drotch introduced agenda ***Item #6, Increase of project budgets and contracts presented to the Financial Affairs Committee and the Board of Trustees from \$500,000 to \$2,000,000.*** This item was brought before the Committee for discussion. Mr. Gray informed the committee that in embarking on the Faculty Hiring Plan, needs for space improvements, etc. occur quickly and can be costly, such as laboratory renovations that can cost \$500,000 or more. When a project exceeds \$500,000 it is required to be brought before the Board for approval and this can hold up a project until the next scheduled Board meeting. When time is of the essence, projects sometimes necessitate the use of the Exigent Project policy. He proposed that at the September meeting of the Board the contract limit be increased from \$500,000 to \$2 million. This change would not affect any construction program policies and procedures. Mr. Drotch suggested the possibility of obtaining Committee approval via telephone between Board meetings. The item will be brought before the Committee at the September 27 meeting.

The Committee was directed to discussion agenda ***Item #7, Continuing Education for Trustees.*** (*Trustee Treibick joined the meeting via telephone at this time.*) Mr. Drotch suggested that with the influx of new Trustees it would be helpful for Trustees to be instructed between Board meetings on how financial issues are handled at the University. He suggested that the Financial Affairs Committee meet between Board meetings to allow for more in depth discussions on various topics to provide more background information to Trustees. The Committee agreed that this would be helpful and Executive Vice President Gray and Trustee Drotch will determine schedule and subject matter and share that information with the entire Board so that all Trustees who are interested may participate.

Trustee Drotch directed the committee to the remaining information items listed on the agenda. On a motion by Trustee Drotch and seconded by Trustee Shepperd the committee was adjourned at 10:03 a.m.

Respectfully submitted,

Debbie L. Carone

Debbie L. Carone,
Secretary to the Committee

**CONTRACTS AGREEMENTS
FOR INFORMATION
September 27, 2012**

PROCUREMENT - NEW

CONSTRUCTION SERVICES

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Purpose
1	All-Phase Enterprises, Inc.	901229b	\$790,723	07/01/12-11/30/12	UCONN 2000	Matthew Larson, Director of Procurement Services	Contractor shall furnish and install all materials, labor and equipment required to provide improvements to UConn's Medium Voltage Electrical Distribution System to provide an additional circuit (5P8) from UConn's substation at North Eagleville Road to the new <u>Reclaimed Water Facility</u> , to include new ductbanks, manholes, medium voltage cabling and medium voltage switches, current limiting reactors and circuit breakers at the Storrs campus. (<i>Revised Final Project Budget approved by the BOT on 1/26/11 - \$28,951,000 - Project No. 901229.</i>)
2	O&G Industries, Inc.	901580	\$1,194,000	07/23/12-06/08/13	UCONN 2000	Matthew Larson, Director of Procurement Services	Contractor shall furnish and install all materials, labor and equipment required to provide repairs and upgrades to the Data Center and Phone Switch Rooms in the sub-basement of the <u>Homer Babbidge Library</u> at the Storrs campus. (<i>Final Project Budget approved by the BOT on 6/28/12 - \$2,200,000 Project No. 901580.</i>)
3	Sarazin General Contractors, Inc.	901731	\$555,872	07/25/12-09/23/12	UCONN 2000	Matthew Larson, Director of Procurement Services	Contractor shall furnish and install all materials, labor, and equipment required to provide interior and exterior renovations to portions of the <u>Longley Building</u> on the University of Connecticut Depot Campus, Mansfield, CT. (<i>Final Project Budget Approved by the BOT on 6/28/12 - \$800,000 Project No. 901731.</i>)

LOAN RECOVERY SERVICES

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Purpose
1	Conserve	UC-WH040204	\$924,000	11/01/04-10/31/14	Multiple Sources	Glen O'Keefe, Bursar	Provide loan recovery services and collection services for the Bursar's Office, the Perkins Loan Office and Accounts Receivables Office. This is the result of a publicly advertised RFP. Initial term of contract for five (5) years with option to extend for one (1) five (5) year term for a total of 10 years.
2	NCO Financial	UC-WH040204	\$678,000	11/01/04-10/31/14	Multiple Sources	Glen O'Keefe, Bursar	Provide loan recovery services and collection services for the Bursar's Office, the Perkins Loan Office and Accounts Receivables Office. This is the result of a publicly advertised RFP. Initial term of contract for five (5) years with option to extend for one (1) five (5) year term for a total of 10 years.

SOFTWARE MAINTENANCE

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Purpose
1	TouchNet Information Systems	WH110804	\$832,231	06/01/05-07/31/13	Multiple Sources	Nancy Bull, Vice Provost, Information Technology	Provide credit card processing services and payments integration with PeopleSoft Student Administration system. Vendor originally selected in 2005 through publicly advertised RFP process. Initial term of contract one (1) year with option to extend for additional one (1) year terms.

CONTRACTS AGREEMENTS
FOR INFORMATION
September 27, 2012

PROCUREMENT - AMENDMENTS

STANDARD FIXED-FEE ARCHITECT'S SERVICES

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Total Expenditures to Date as of 08/28/12	Expenditures FY12	Expenditures FY11	Purpose
1	CUH2A, Architects Engineers Planners, P.C.	901388	\$66,993 [Contract Previously Approved at \$1,865,531; Total New Contract Amount \$1,932,524]	11/15/09-01/31/13	UCONN 2000	Matthew Larson, Director of Procurement Services	\$1,471,210	\$671,285	\$495,483	Second Amendment to increase by \$66,993 for total new contract value of \$1,932,524. Services to include added scope of work for design and engineering work And as requested by the University for the <u>Bousfield Psychology Renovations</u> at the Storrs campus. (Final Project Budget approved by the BOT 4/25/12 - \$25,170,550 - Project No. 901388.)
2	Goody Clancy & Associates, Inc.	901132	\$25,747 Decrease [Contract Previously Approved at \$3,924,728; Total New Contract Amount \$3,898,981]	04/11/07-N/A	UCONN 2000	Matthew Larson, Director of Procurement Services	\$3,898,981	\$45,282	\$215,400	Fourth Amendment to reduce the total contract value by \$25,747 for total new contract value of \$3,898,981. The University has elected to forego various services reducing the scope of work for the <u>UCHC Research Tower</u> project. (Revised Final Project Budget approved by the BOT on 9/21/10 - \$49,565,000 - Project No. 901132.)

CONTRACTS AGREEMENTS
FOR INFORMATION
September 27, 2012

PROCUREMENT - AMENDMENTS (CONTINUED)

STANDARD FIXED-FEE ARCHITECT'S SERVICES (Continued)

No.	Contractor	Contract No.	New Approval Amount	Term	Fund Source	Program Director	Total Expenditures to Date as of 08/28/12	Expenditures FY12	Expenditures FY11	Purpose
3	Hazen and Sawyer, P.C.	901229	\$67,365 [Contract Previously Approved at \$1,422,734; Total New Contract Amount \$1,490,099]	07/31/10-03/15/14	Multiple Sources	Matthew Larson, Director of Procurement Services	\$2,991,990	\$1,370,037	\$215,400	Second Amendment to increase by \$67,365 for total new contract value of \$1,490,099. Services to include added scope of work for inspections, investigation of size revision for emergency generator, revision of the primary transformer type from "Dry" to "Oil Filled", and revision of yard piping design and configuration between the building and the storage tank for the <u>Water Reclamation Facility</u> . (Revised Final Project Budget approved by the BOT 1/26/11 - \$28,951,000 - Project No. 901229)
4	Stantec Connecticut, Inc. f/k/a Burt Hill, Inc.	901134	\$122,240 [Contract Previously Approved at \$6,360,128; Total New Contract Amount \$6,482,368]	12/10/08-10/31/12	UCONN 2000	Matthew Larson, Director of Procurement Services	\$2,910,864	\$612,273	\$744,003	Seventh Amendment to increase by \$122,240 for total new contract value of \$6,482,368. Services to include added scope of work for the feasibility study to locate photovoltaic arrays on the roof of <u>UCHC Building L</u> for the Main Building <u>Renovations</u> at the UConn Health Center. (Design Budget approved by the BOT 6/28/12 - \$79,000,000 - Project No. 901134)

CONSTRUCTION PROJECTS STATUS REPORT

CONSTRUCTION PROJECTS STATUS REPORT
BOARD OF TRUSTEES MEETING - September 27, 2012

	Project Name by Construction Phase	Project #	Current BOT Approved Budget	Expenditures & Encumbrances (As of 08/31/12)	Budget Phase	Budgeted Funding Source(s)	BOT Budget Approval Date(s)	Estimated Completion Date	Estimated Construction % Complete
Storrs and Regional Campuses	Planning Budget Phase								
	Arjona and Monteith - Monteith Hall Renovations	901719	\$22,500,000	\$0	P	UCONN 2000 Phase III	02/28/12	2017	0%
	Ecology and Evolutionary Biology (EEB) Greenhouse Renovations	201583	\$1,000,000	\$10,136	P	Departmental Funds	02/28/12	Sep-14	0%
	Fine Arts Phase II - Renovation and Improvements	901667	\$21,600,000	\$2,370	P	UCONN 2000 Phase III	08/03/11	2016	0%
	Garrigus Suites - Rear Stairway Repair	901749	\$1,000,000		P	UCONN 2000 Phase III - DM	9/27/12-Pending	2013	0%
	Pedestrian Safety Improvements - CUE/Gentry Corridor	901627	\$1,240,350	\$173,353	P	UCONN 2000 Phase III - DM	08/03/11	2013	0%
	North Eagleville Road Area Infrastructure Repair/Replacement	901752	\$750,000	\$0	P	UCONN 2000 Phase III - DM	9/27/12-Pending	TBD	0%
	Practice Basketball Facility - Design	201434	\$3,000,000	\$1,792,737	P	Gifts Departmental Funds	09/21/10	2014	0%
	Public Safety Complex Improvements	201574	\$3,000,000	\$0	P	Plant Funds	08/03/11	2014	0%
	Student Health Services	901751	\$30,000,000	\$0	P	Departmental Revenue Bonds	9/27/12-Pending	2015	0%
	Technology Quadrant Phase III	901661, 901662	\$172,500,000	\$2,303,879	P	State General Obligation Bonds	06/23/11	2015	0%
	Revised Planning Budget Phase								
	Atwater Façade and Window Replacement	901397	\$1,900,000	\$34,413	P-\$650K RP-\$1.9M	UCONN 2000 Phase III - DM	09/23/08 09/21/10	2013	0%
	Backfeed Loop - North Eagleville to Parking Garage to Storrs Road	901416	\$300,000	\$221,322	P-\$700K RP-\$300K	UCONN 2000 Phase III - DM	09/23/08 04/20/10	2014	0%
	Engineering Building - Planning & Design	901376	\$60,500,000	\$431,493	P-\$1.0M RP-\$2.0M RP-\$2.0M RP-\$60.5M	UCONN 2000 Phase III	06/24/08 02/18/10 09/21/10 08/03/11	2015	0%
	Gant Building Renovations - Phase I	901374	\$2,310,000	\$447,555	P-\$440K RP-\$1.31M RP-\$2.31M	UCONN 2000 Phase III	11/23/09 02/18/10 02/22/11	2016	0%
	Old Central Warehouse	901266	\$2,126,000	\$125,745	P-\$18.0M RP-\$10.0M RP-\$2.126M	UCONN 2000 Phase III	08/01/07 06/24/08 08/03/11	2013	0%
	Revised Design Budget Phase								
	Mansfield Training School Improvements (Phase II) - Merritt Building	901213	\$3,250,000	\$357,353	P-\$3.0M RP-\$2.5M D-\$3.3M RD-\$3.3M	UCONN 2000 Phase III	09/24/06 09/25/07 06/24/08 06/10/10	2013	0%
	North Hillside Road Completion	900965	\$14,300,000	\$1,671,286	D-\$11.5M RD-\$11.5M RD-\$14.3M	UCONN 2000 Phase III (\$8.2M) Federal Funds (\$6.1M)	08/02/05 11/15/05 06/24/08	2014	0%

CONSTRUCTION PROJECTS STATUS REPORT
BOARD OF TRUSTEES MEETING - September 27, 2012

	Project Name by Construction Phase	Project #	Current BOT Approved Budget	Expenditures & Encumbrances (As of 08/31/12)	Budget Phase	Budgeted Funding Source(s)	BOT Budget Approval Date(s)	Estimated Completion Date	Estimated Construction % Complete
Storrs and Regional Campuses	Final Budget Phase								
	Atwater Building-Roof Replacements	901673	\$600,000	\$0	F	-\$0.6M UCONN 2000 Phase III - DM	9/27/12-Pending		0%
	Avery Point Campus Undergraduate & Library Bldg - Phase I (Student Center)	901278	\$9,315,150	\$7,769,728	P- RP- D- F-	\$9.3M UCONN 2000 Phase III	06/24/08 06/23/09 02/28/12 04/25/12	2013	15%
	Babbidge IT & Phone Functional Areas - Heating and Air Conditioning and Electrical Repairs	901580	\$2,200,000	\$1,276,215	P- F-	\$700K UCONN 2000 Phase III - DM	01/26/11 06/28/12	2013	10%
	Gant Building Renovations - Immediate Exterior Repairs	901753	\$8,570,000	\$0	F	UCONN 2000 Phase III	9/27/12-Pending	2013	0%
	Meter Installation - Multiple Locations (Phase II)	901326	\$600,000	\$551,404	P D F	UCONN 2000 Phase III - DM	09/25/07 12/07/07 01/22/08	2012	96%
	Meter Installation - Multiple Locations (Phase III)	901371	\$600,000	\$356,859	P D F	UCONN 2000 Phase III - DM	06/24/08 09/23/08 06/23/09	2013	50%
	Pedestrian Safety Improvements - Phase I	901629	\$2,985,000	\$160,860	P- F-	\$1.9M UCONN 2000 Phase III - DM	02/22/11 9/27/12-Pending	2013	5%
	Psychology Building Renovation / Addition	901388	\$25,170,550	\$19,165,751	P- RP- D- F-	\$20.0M UCONN 2000 Phase III	09/23/08 01/26/11 01/25/12 04/25/12	2014	25%
	Renovations of Longley Building for Additive Manufacturing Research	901731	\$800,000	\$625,539	F	-\$0.8M UCONN 2000 Phase III - DM (\$295K) Departmental Funds (\$505K)	06/28/12	Oct-12	50%
	Renovations for New Faculty-Pharmacy Biology Building	901730	\$1,300,000	\$963,066	F	-\$1.3M UCONN 2000 Phase III - DM (\$875K) Departmental Funds (\$425K)	06/28/12	2012	90%
	Replacement of Chemical House (Well Water Treatment Facility)	901320	\$3,500,000	\$2,962,593	P D F	UCONN 2000 Phase III - DM	09/25/07 01/12/09 11/05/09	2012	95%
	Repair of Water Tank #2	901652	\$1,700,000	\$0	F	UCONN 2000 Phase III - DM	9/27/12-Pending	2013	0%
	Residential Life Facilities - Window Replacement - Grange Hall, Hicks Hall, Shippee Hall and Dining Facility and Northwood Complex	201555	\$3,800,000	\$1,901,645	P- F-	\$4.2M Departmental Funds	09/21/10 01/26/11	2013	30%
	Shippee Dining Hall Renovations	201545	\$4,000,000	\$335,770	P- D- F-	\$3.0M Departmental Funds	03/23/10 01/26/11 9/27/12-Pending	2013	0%
	Small Capital Projects Fund	901693	\$1,500,000	\$1,228,966	F	-\$1.5M UCONN 2000 Phase III - DM	09/28/11	2012	93%
	Torrey 1 st Floor East Renovations	901572	\$3,500,000	\$2,943,736	P D F	UCONN 2000 Phase III - DM (\$150.0K) Research Funds (\$1.175M) Departmental Funds (\$2.175M)	08/10/10 09/21/10 11/09/10	2012	99%
	UCONN 2000 Code Remediation Towers Dormitories	201472	\$620,000	\$543,968	F	University Operating Funds	04/20/10	2012	99%
	West Hartford Campus Renovations/	901539	\$525,000	\$45,394	F	UCONN 2000 Phase III	06/10/10	2013	0%

CONSTRUCTION PROJECTS STATUS REPORT
BOARD OF TRUSTEES MEETING - September 27, 2012

Project Name by Construction Phase	Project #	Current BOT Approved Budget	Expenditures & Encumbrances (As of 08/31/12)	Budget Phase	Budgeted Funding Source(s)	BOT Budget Approval Date(s)	Estimated Completion Date	Estimated Construction % Complete
Final Budget Phase (Continued)								
Improvements - Replace Trecker Library Air Handling Unit								
Revised Final Budget Phase								
Arjona and Monteith (New Classroom Buildings)	901126	\$95,000,000	\$86,579,448 ^(A)	P-\$86.1M R-\$95.0M D-\$95.0M F-\$95.0M RF-\$95.0M	UCONN 2000 Phase III	09/26/06 06/24/08 08/04/09 09/22/09 9/27/12-Pending	2011-West 2012-East	100% 99%
Beach Hall Renovations - Façade and Roof Repair	901646	\$2,500,000	\$1,889,077	P-\$2.0M D-\$2.0M F-\$2.0M RF-\$2.5M	UCONN 2000 Phase III	02/22/11 01/25/12 02/28/12 08/08/12	2012	90%
Bishop Renovation - Various Improvements for Academic and Student Services Activities	901645	\$2,425,000	\$1,540,785	P F RF-\$2.4M	UCONN 2000 Phase III	02/21/11 04/25/12 9/27/12-Pending	2012	60%
Floriculture Greenhouse	901367	\$6,820,000	\$6,059,302	P-\$3.0M RP-\$5.0M D-\$5.0M F-\$5.0M RF-\$6.07M RF-\$6.82M	UCONN 2000 Phase III	06/24/08 09/22/09 09/21/10 02/22/11 04/13/11 04/25/12	2012	95%
McMahon Dining Hall Renovations	201357	\$9,900,000	\$8,715,782	P-\$7.81M RP-\$7.81M D-\$8.1M F-\$8.6M RF-\$9.9M	Departmental Funds UCONN 2000 Phase III	08/10/10 06/23/11 08/03/11 11/10/11 01/25/12	2012	99%
Northwest Quad Code Remediation	201413	\$887,500	\$495,419	F-\$706.6K RF-\$887.5K	University Operating Funds	08/21/08 08/10/10	2012	75%
Pedestrian Safety Improvements - Hillside Road	901726	\$3,000,000	\$2,219,748	F-\$2.0M RF-\$3.0M RF-\$3.0M	UCONN 2000 Phase III - DM	02/28/12 06/28/12 9/27/12-Pending	2012	70%
Storrs Hall Addition	901265	\$14,825,000	\$13,733,622	P-\$7M RP-\$14M D-\$13.4M F-\$13.4M RF-\$14.825M	UCONN 2000 Phase III	08/01/07 06/23/09 09/21/10 02/22/11 04/13/11	2012	99%
Water Reclamation Facility (formerly Gray Water Facility)	901229	\$28,951,000	\$27,212,084	P-\$1.4M RP-\$28.6M D-\$28.9M F-\$28.9M RF-\$28.9M	UCONN 2000 Phase III - DM Plant Funds	06/24/08 08/04/09 02/18/10 04/20/10 01/26/11	2012	55%
Young Building Renovation/Addition	901373	\$17,769,930	\$15,911,871	P-\$10.0M RP-\$15.0M D-\$15.0M F-\$17.8M	UCONN 2000 Phase III	06/24/08 11/09/10 01/25/12 04/25/12	2013	20%

Storrs and Regional Campuses

CONSTRUCTION PROJECTS STATUS REPORT
BOARD OF TRUSTEES MEETING - September 27, 2012

	Project Name by Construction Phase	Project #	Current BOT Approved Budget	Expenditures & Encumbrances (As of 08/31/12)	Budget Phase	Budgeted Funding Source(s)	BOT Budget Approval Date(s)	Estimated Completion Date	Estimated Construction % Complete
Storrs & Regional Campuses	Recently Completed Projects ⁽¹⁾								
	Benton State Art Museum Addition - Mechanical System Improvements	901545	\$2,150,000	\$1,643,528	P-\$1.7M F-\$1.7M RF-\$2.150M	UCONN 2000 Phase III	08/04/09 04/20/10 09/21/10	2011	100%
	Biobehavioral Complex Replacement (Renovation)	901380	\$3,000,000	\$2,351,615	P-\$2.0 M RP-\$2.0M RP-\$3.0M F-\$3.0M	UCONN 2000 Phase III	06/24/08 01/26/11 08/03/11 11/10/11	2012	100%
	Castleman Building Drainage Repair	901289	\$550,000	\$514,089	P F	UCONN 2000 Phase III - DM	09/25/07 09/28/11	2012	100%
	Code Remediation and Renovation - Ratcliffe Hicks Arena	901352	\$998,650	\$944,152	P-\$999.7M F-\$998.6K	UCONN 2000 Phase III - DM (\$9K) Departmental Funds (\$988.7K)	03/23/10 06/10/10	2011	100%
	Community Professional Building Renovation - Avery Point	201543	\$1,358,165	\$1,299,019	P-\$1.0M F-\$1.0M RF-\$1.35M	Research Funds - \$300K Grant Funds - \$700K UCONN 2000 Phase III/Grant/Research	01/26/11 04/13/11 08/03/11	2012	100%
	Depot Storehouse - Roof Replacement	201514	\$637,000	\$553,089	D F	Departmental Funds	03/23/10 06/10/10	2011	100%
	Filter Press, Installation	901368	\$850,000	\$774,551	P-\$500K D-\$850K F-\$850K	UCONN 2000 Phase III - DM	06/24/08 04/21/09 06/23/09	2011	100%
	Fine Arts Phase II - Photo Lab Ventilation Improvements	901544	\$700,000	\$543,387	P D F	UCONN 2000 Phase III	08/04/09 09/22/09 11/05/09	2012	100%
	Gant IMS Fire Alarm Replacement	201502	\$1,372,000	\$1,236,623	F-\$1.122M RF-\$1.372M	University Plant Funds UCONN 2000 Phase III - DM/Univ. Plant	06/23/09 02/22/11	2012	100%
	Jorgensen Renovation - Auditorium Seating Replacement	901553	\$2,162,000	\$2,161,118	P-\$2.1M F-\$2.1M RF-\$2.162M	UCONN 2000 Phase III - DM (\$100K) University Operating Funds (\$2M) Gifts (\$62K)	02/18/10 03/23/10 11/09/10	2011	100%
	Jorgensen Renovation - Phase I	901274	\$1,375,000	\$1,233,817	P-\$1.6M D-\$2.2M F-\$1.375M	UCONN 2000 Phase III	09/25/07 06/24/08 04/21/09	2011	100%
	Koons Hall Renovation/Addition - Windows, Façade & Mechanical System Analysis	901379	\$1,200,000	\$1,075,163	P-\$1.0M D-\$1.0M F-\$1.0M RF-\$1.2M	UCONN 2000 Phase III	06/24/08 08/10/10 09/21/10 06/23/11	2012	100%
	Law School Renovatons/Improvements - Knight Hall, Rm 215 - Classroom Renovation	901589	\$575,000	\$401,165	P D F	UCONN 2000 Phase III	06/10/10 08/03/11 09/28/11	2011	100%
	Law School Renovatons/Improvements - Starr, Chase, Hosmer and Knight Halls Building Envelope Repair	901188	\$3,000,000	\$2,141,568	P-\$2.517M D-\$2.517M F-\$3.0M	UCONN 2000 Phase III	02/22/11 11/10/11 02/28/12	2012	100%
	Manchester Hall Renovation - Building Envelope Repair	901644	\$2,000,000	\$583,400	P-\$2.0M F-\$850K	UCONN 2000 Phase III	02/22/11 03/28/12	2012	100%
	Memorial Stadium Demolition	201586	\$800,000	\$422,844	P F	Gifts	02/28/12 04/25/12	2012	100%
	New 16" Water Main - Towers to Glenbrook and North Eagleville and Ph I Relocation of SP3 Circuit	901422	\$2,300,000	\$1,881,796	P-\$1.06M D-\$1.06M F-\$2.30M	UCONN 2000 Phase III - DM	09/23/08 08/04/09 04/20/10	2011	100%

CONSTRUCTION PROJECTS STATUS REPORT
BOARD OF TRUSTEES MEETING - September 27, 2012

Project Name by Construction Phase	Project #	Current BOT Approved Budget	Expenditures & Encumbrances (As of 08/31/12)	Budget Phase	Budgeted Funding Source(s)	BOT Budget Approval Date(s)	Estimated Completion Date	Estimated Construction % Complete
Recently Completed Projects ⁽¹⁾ - (Continued)								
OSFM Legacy Code Remediation	901259	\$9,000,000	\$8,766,750	P-\$680K D-\$1.190M F-\$8.550M RF-\$9.0M RF-\$9.0M	UCONN 2000 Phase III - DM University Plant Funds University Plant Funds University Plant Funds UCONN 2000 Phase III - DM	09/23/08 04/21/09 06/23/09 04/20/10 01/26/11	2011	100%
Replacement of Two Water Towers	901311	\$2,500,000	\$2,115,189	P-\$2.0M D-\$2.5M F-\$2.5M D-\$2.5M F-\$2.5M	UCONN 2000 Phase III - DM	09/25/07 11/18/08 04/21/09 11/18/08 04/21/09	2011	100%
Residential Life Facilities - Connecticut Commons Complex Renovations	201554	\$6,250,000	\$4,946,967	P-\$5.2M F-\$5.0M RF-\$6.25M	Departmental Funds UCONN 2000 Phase III/Dept Funds	09/21/10 01/26/11 08/03/11	2011	100%
Residential Life Facilities - Hale and Ellsworth Elevator Replacement	201511	\$2,140,000	\$1,239,963	P-\$1.6M D-\$2.14M F-\$2.14M	Departmental Funds	11/05/09 02/18/10 04/20/10	2011	100%
Residential Life Facilities - McMahon Elevator Replacement	201512	\$2,202,000	\$1,221,019	P D F	Departmental Funds	03/23/10 09/21/10 11/09/10	2011	100%
Roads, Sidewalks and Miscellaneous Repairs - Phase III	901618 901658 901659 901660	\$850,000	\$482,142	F	UCONN 2000 Phase III - DM	01/26/11	2011	100%
Route 195 Sewer Line Replacement - Area 1	201558	\$550,000	\$300,791	P D F	University Operating Funds	11/09/10 01/26/11 04/13/11	2011	100%
Security Upgrades Hilltop Apartments	201505	\$967,000	\$623,920	P-\$800K D-\$967K F-\$967K	Departmental Funds	06/23/09 03/23/10 06/10/10	2011	100%
Stamford Campus Garage Repair and Maintenance Program	901583	\$1,962,434	\$1,569,215	F-\$1.96M	UCONN 2000 Phase III - DM	04/20/10	2011	100%
Steam and Condensate Distribution System Improvements - Phase I	901317 901372 901421	\$4,014,537	\$3,935,922	RP-\$5.525M D-\$5.525M F-\$5.525M RF-\$3.755M RF-\$4.014M	UCONN 2000 Phase III - DM	02/10/09 04/21/09 03/23/10 04/20/10 09/21/10	2011	100%
Storrs Hall Addition - Windows and Exterior Repairs	901575	\$740,000	\$612,927	P-\$93,324 RP-\$600K D-\$600K F-\$740K	UCONN 2000 Phase III	03/20/10 09/21/10 11/09/10 01/26/11	2011	Roof-100% Windows-100%
Student Union Quadrangle Site Work and Landscape - Phase II	901440	\$1,150,000	\$1,100,076	P-\$1.0M D-\$1.0M F-\$1.0M RF-\$1.150 M	UCONN 2000 Phase III - DM	09/23/08 06/10/10 09/21/10 11/09/10	2011	100%
Tie In Drum Heater on Boilers at CUP (Central Utility Plant)	901319	\$104,500	\$78,059	P-\$600K D-\$600K F-\$104.5K	UCONN 2000 Phase III - DM	09/25/07 02/27/08 08/03/11	2012	100%

Storrs & Regional Campuses

CONSTRUCTION PROJECTS STATUS REPORT
BOARD OF TRUSTEES MEETING - September 27, 2012

	Project Name by Construction Phase	Project #	Current BOT Approved Budget	Expenditures & Encumbrances (As of 08/31/12)	Budget Phase	Budgeted Funding Source(s)	BOT Budget Approval Date(s)	Estimated Completion Date	Estimated Construction % Complete
Storrs & Regional Campuses	Recently Completed Projects ⁽¹⁾ - (Continued)								
	University of Connecticut Fire Marshal (UCFM) Code Remediation Charter Oak Apts	201542	\$1,387,000	\$900,347	F	Departmental Funds-Residential Life	04/20/10	2011	100%
	University of Connecticut Fire Marshal (UCFM) Code Remediation Charter Oak Apts	901476	\$537,000	\$415,095	F	UConn 2000 Phase III - DM Departmental Funds-Residential Life	04/20/10	2011	100%
	University of Connecticut Fire Marshal (UCFM) Code Remediation Gampel Pavilion Fire Alarm Replacement	901552	\$2,200,000	\$739,904	F	UConn 2000 Phase III - DM	04/20/10	2011	100%
	West Hartford Campus Renovations/ Improvements - Phase I	901285	\$1,400,000	\$1,280,707	P-\$1.5M F-\$1.5M RF-\$1.5M RF-\$1.4M	UConn 2000 Phase III	06/24/08 11/18/08 04/21/09 06/10/10	2011	100%
	West Hartford Campus Renovations/ Improvements - Chemistry Lab	901569	\$1,469,000	\$1,462,208	P-\$1.3M D-\$1.4M F-\$1.4M RF-\$1.469M	UConn 2000 Phase III	02/18/10 06/10/10 08/10/10 09/21/10	2011	100%
	West Hartford Campus Renovations/ Improvements - Electrical Switchgear Replacement	901286	\$1,024,700	\$950,960	P-\$550K RP-\$800K F-\$800K RF-\$950K RF-\$1.0M	UConn 2000 Phase III	09/25/07 06/23/09 01/26/11 09/28/11 02/28/12	2012	100%
	West Hartford Campus Renovations/ Improvements - Replace Boilers, 1800 Asylum Avenue	901538	\$850,000	\$699,920	F-\$525K RF-\$850K	UConn 2000 Phase III	06/10/10 04/13/11	2011	100%
	West Hartford Campus Renovations/ Improvement - Student Lounge and Office Relocation	901568	\$839,000	\$781,781	P-\$825K RP-\$750K F-\$750K RF-\$839K	UConn 2000 Phase III	02/18/10 06/10/10 01/26/11 02/22/11	2011	100%
	Wood Hall Façade Repairs	901601	\$1,000,000	\$825,086	P-\$1.7M D-\$1.7M F-\$1.0M	UConn 2000 Phase III - DM	09/21/10 01/26/11 06/23/11	2012	100%
Health Center	Planning Budget Phase								
	Anechoic Chamber Relocation	12-012	\$555,000	\$0	P P	UCHC Capital Budget	(06/11/12)* 06/28/12	TBD	0%
	Clinical Space Fit-Out Storrs Ctr (UMG)	13-003	\$4,365,000	\$139,105	P P	UCHC Capital Budget	(06/11/12)* 06/28/12	May 2013	0%
	Dental School Renovation; Grasso Phase III - 24/7 Student Lab	10-053	\$485,000	\$110	P P	UCHC Capital Budget	(06/13/11)* 06/23/11	Oct-12	50%
	New Construction and Renovation - Academic Building Addition & Renovations	901729	\$30,750,000	\$0	P P	UConn 2000 Phase III	(04/09/12)* 04/25/12	TBD	0%
	New Construction and Renovation - Clinic (C) Building Renovations	901737	\$86,715,000	\$0	P P	UConn 2000 Phase III UCHC Capital Budget	(06/11/12)* 06/28/12	TBD	0%
	Research Tower - Incubator Lab Addition	901750	\$11,170,000	\$0	P	UConn 2000 Phase III	(09/10/12)* 9/27/12-Pending		

CONSTRUCTION PROJECTS STATUS REPORT
BOARD OF TRUSTEES MEETING - September 27, 2012

Project Name by Construction Phase	Project #	Current BOT Approved Budget	Expenditures & Encumbrances (As of 08/31/12)	Budget Phase	Budgeted Funding Source(s)	BOT Budget Approval Date(s)	Estimated Completion Date	Estimated Construction % Complete
Revised Planning Budget Phase								
CLAC Renovation	901133	\$16,125,000	\$1,249,247	P-\$14.0M P-\$14.0M D-\$16.125M D-\$16.125M	UConn 2000 Phase III	(05/17/06)* 06/20/06 (06/11/12)* 06/28/12	TBD	0%
CT Simulator, High Dose Radiation (HDR) Renovations	10-059	\$2,100,000	\$259,274	P-\$2.25M P-\$2.25M RP-\$2.1M RP-\$2.1M	UCHC Capital Budget	(06/13/11)* 06/23/11 (06/11/12)* 06/28/12	TBD	0%
Design Budget Phase								
Main Building Exterior Façade Joint Sealant	08-603.01	\$3,475,000	\$298,242	P-\$3.3M P-\$3.3M D-\$3.5M D-\$3.5M	UConn 2000 Phase III - DM	(06/09/08)* 6/24/08 (09/10/12)* 9/27/12-Pending	TBD	0%
New Construction & Renovations	901590	\$364,386,000	\$45,254,563	P-\$332.0M P-\$332.0M RP-\$364.4M RP-\$364.4M D-\$364.4M D-\$364.4M	UConn 2000 Phase III Other Non-State Funds UCHC Capital Funds	(06/07/10)* 06/10/10 (03/05/12)* 02/28/12 (04/09/12)* 04/25/12	2017	5%
Main Building Renovation Lab ("L") Building Renovations - Project 1	901134	\$79,000,000	\$9,007,599	P-\$75.0M P-\$75.0M RP-\$76.127M RP-\$76.127M D-\$79.0M D-\$79.0M	UConn 2000 Phase III	(05/17/06)* 06/20/06 (03/05/12)* 02/28/12 (06/11/12)* 06/28/12	2015	1%
Final Budget Phase								
Ambulatory Care Center (ACC)	11-042	\$203,000,000	\$4,160,597	P P D D F F	UCHC Secured Private Funding	TBD 01/25/12 (06/11/12)* 06/28/12 (09/10/12)* 9/27/12-Pending	2015	0%
Cage Processing Facility Renovations	10-050	\$9,895,000	\$9,153,108	P-\$9.3M P-\$9.3M D-\$9.3M D-\$9.3M F-\$9.9M F-\$9.9M	NIH Grant Funds UCHC Capital Budget	(04/12/10)* 04/20/10 (06/13/11)* 06/23/11 (04/09/12)* 04/25/12	08/2013	15%
Demolition - Lower Research Campus	12-010	\$850,000	\$54,252	P P F F	UCHC Capital Budget	(03/05/12)* 02/28/12 (09/10/12)* 9/27/12-Pending	Dec-12	0%

Health Center

CONSTRUCTION PROJECTS STATUS REPORT
BOARD OF TRUSTEES MEETING - September 27, 2012

	Project Name by Construction Phase	Project #	Current BOT Approved Budget	Expenditures & Encumbrances (As of 08/31/12)	Budget Phase	Budgeted Funding Source(s)	BOT Budget Approval Date(s)	Estimated Completion Date	Estimated Construction % Complete
Health Center	Final Budget Phase - continued								
	Detention Basin Dredging	08-602.01	\$990,000	\$73,360	P-\$990K P-\$990K D-\$1.3M D-\$1.3M F-\$990K F-\$990K	UConn 2000 Phase III - DM	(03/05/12)* 02/28/12 (06/11/12)* 06/28/12 (09/10/12)* 9/27/12-Pending	Dec-12	0%
	Fire Alarm System Upgrades -Phase I	10-068	\$706,000	\$624,923	P P F F	UConn 2000 Phase III - DM	(06/13/11)* 06/23/11 (06/11/12)* 06/28/12	May-13	15%
	Munson Road Renovation and Expanded Parking	05006770	\$4,350,000	\$4,275,079	P-\$3.2M P-\$3.2M D-\$4.4M D-\$4.4M F-\$4.4M F-\$4.4M	UCHC Capital Budget	(05/17/06)* 06/20/06 (07/16/07)* 08/01/07 (09/17/07)* 09/25/07	2012	99%
	Recently Completed Projects ⁽¹⁾								
	Academic Building (Bldg A) Roof Replacement	07-601.10	\$1,050,000	\$622,762	P-\$1.15M P-\$1.15M D-\$1.050M D-\$1.050M F-\$725K F-\$725K	UConn 2000 Phase III - DM	(06/09/08)* 06/24/08 (06/08/09)* 06/23/09 (04/04/11)* 04/13/11	07/30/11	100%
	Administrative Services Building (ASB) Renovations	10-054	\$3,265,000	\$3,034,259	P-\$3.9M P-\$3.9M F-\$3.9M F-\$3.9M RF-\$3.265M RF-\$3.265M	UCHC Capital Budget	(04/12/10)* 04/20/10 (06/07/10)* 06/10/10 (03/05/12)* 02/28/12	05/2012	100%
	Catheterization Lab Equipment Replacement & Renovations	08-031	\$2,530,000	\$2,189,997	P P D D F F	UCHC Capital Budget Departmental Funds	(04/12/10)* 04/20/10 (09/13/10)* 09/21/10 (11/08/10)* 11/09/10	04/2011	100%
	Datacenter Infrastructure Improvements, Phase 1	09-603.01	\$2,055,000	\$1,960,133	P-\$1.8M P-\$1.8M D-\$2.055M D-\$2.055M F-\$2.055M F-\$2.055M	UConn 2000 Phase III - DM	(06/08/09)* 06/23/09 (01/07/10)* 02/18/10 (04/12/10)* 04/20/10	04/2011	100%

CONSTRUCTION PROJECTS STATUS REPORT
BOARD OF TRUSTEES MEETING - September 27, 2012

	Project Name by Construction Phase	Project #	Current BOT Approved Budget	Expenditures & Encumbrances (As of 08/31/12)	Budget Phase	Budgeted Funding Source(s)	BOT Budget Approval Date(s)	Estimated Completion Date	Estimated Construction % Complete
Health Center	Recently Completed Projects ⁽¹⁾ - continued								
	Dental School CONNcept Clinic Renovation [formerly GP3 Clinic]	10-070	\$1,000,000	\$647,873	P-\$1.40M P-\$1.40M F-\$1.0M F-\$1.0M	UCHC Capital Budget	(04/12/10)* 04/20/10 (04/03/11)* 04/13/11	07/30/11	100%
	Main Building Cooling System, Chiller #1, #2 & #3 Replacement	09-603.02	\$4,945,000	\$4,429,453	P-\$1.350M P-\$1.350M RP-\$5.330M RP-\$5.330M D-\$5.330M D-\$5.330M F-\$4.945M F-\$4.945M	UCONN 2000 Phase III - DM	(06/08/09)* 06/23/09 (02/14/11)* 01/26/11 (06/13/11)* 06/23/11 (09/12/11)* 09/28/11	04/2012	100%

CM@R = Construction Manager at Risk

DB = Design Build

DBB = Design - Bid - Build

TBD = To be determined

P = Planning Budget

RP = Revised Planning Budget

D = Design Budget

RD = Revised Design Budget

F = Final Budget

RF = Revised Final Budget

EI = Environmental Impact

C = Complete

SC = Substantial Completion

* University of Connecticut Health Center Board of Directors Reviewed and Recommended for Board of Trustees Approval

⁽¹⁾ Completed projects assume "Completed, Commissioned and Occupied". Projects continue to be included in this report for 1 year after completion to accommodate initial financial closeout adjustments.

**PROJECT BUDGET (REVISED PLANNING)
FOR ARJONA AND MONTEITH - RENOVATIONS**

**(RESOLUTION ADDED TO THE AGENDA UNDER
THE FINANCIAL AFFAIRS REPORT)**



University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President

Mun Y. Choi
Interim Provost and Executive Vice President for Academic Affairs

RE: Project Budget for Arjona and Monteith –Renovations
(Revised Planning: \$22,350,000)

RECOMMENDATION:

That the Board of Trustees approve the Revised Planning Budget in the amount of \$22,350,000 for the planning, design and construction of renovations to Arjona and Monteith Halls.

BACKGROUND:

The Henry Ruthven Monteith and Jamie Homero Arjona Halls since their opening in 1959 have provided faculty office and classroom space to various academic departments. The recent completion of Oak and Laurel Halls allowed the university to relocate the majority of the academic units from Monteith and Arjona into new space.

The university intends to undertake a condition assessment of the four-story 68,600 square foot Monteith Building to provide scenarios for renovation or reconstruction for both the building and its site. Although five departments moved out in the summer, various academic units remain scattered in both buildings and the university desires to consolidate them into one building rather than continue to operate two sparsely occupied facilities. Therefore, the original scope for assessing and renovating Monteith has been expanded to permit the relocation of faculty and staff into Arjona. Given that the university has not upgraded the two buildings due to the construction of Oak and Laurel Halls, minor renovation to Arjona will be required to permit the consolidation of academic units into one building. This scope includes window caulking, floor replacement, electrical systems and other improvements. Some minor improvements may take place over the course of the next few months to accommodate relocation activities required during the fall semester.

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352 Mansfield Road Unit 2122
Storrs, Connecticut 06269-2122

Telephone: (860) 486-3455
Facsimile: (860) 486-1070

This Project Budget is presented as scope change only with no request for additional funds.

The Revised Planning Budget is attached for your consideration and approval.

CAPITAL PROJECT BUDGET REPORTING FORM

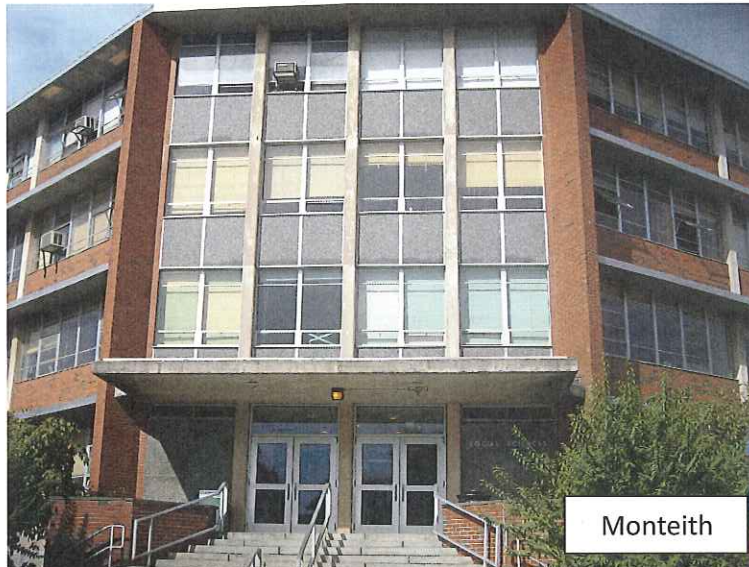
TYPE BUDGET: REVISED PLANNING

PROJECT NAME: ARJONA AND MONTEITH - RENOVATIONS

	APPROVED PLANNING 2/28/2012	PROPOSED REVISED PLANNING 9/27/2012
<u>BUDGETED EXPENDITURES</u>		
CONSTRUCTION	\$ 16,000,000	\$ 16,000,000
DESIGN SERVICES	1,450,000	1,450,000
TELECOMMUNICATIONS	-	-
FURNITURE, FIXTURES AND EQUIPMENT	-	-
CONSTRUCTION ADMINISTRATION	-	-
OTHER AE SERVICES (including Project Management)	-	-
ART	-	-
RELOCATION	-	-
ENVIRONMENTAL	-	-
INSURANCE AND LEGAL	-	-
MISCELLANEOUS	-	-
OTHER SOFT COSTS*	3,000,000	2,850,000
SUBTOTAL	\$ 20,450,000	\$ 20,300,000
PROJECT CONTINGENCY	2,050,000	2,050,000
TOTAL BUDGETED EXPENDITURES	\$ 22,500,000	\$ 22,350,000
<u>SOURCE(S) OF FUNDING</u>		
UConn 2000 PHASE III	\$ 22,500,000	\$ 22,350,000
TOTAL BUDGETED FUNDING	\$ 22,500,000	\$ 22,350,000

*Does not include Furniture, Fixtures and Equipment.

ARJONA AND MONTEITH – RENOVATIONS
Project Budget (REVISED PLANNING)
9/27/2012



**ACQUISITION OF PARCEL OF LAND TO EXTEND
NORTH HILLSIDE ROAD TO ROUTE 44 IN
SUPPORT OF THE UNIVERSITY OF
CONNECTICUT TECHNOLOGY PARK**

**(RESOLUTION ADDED TO THE AGENDA UNDER
THE FINANCIAL AFFAIRS REPORT)**



University of Connecticut
*Office of the Executive Vice President
for Administration and Chief Financial Officer*

Richard D. Gray
*Executive Vice President
for Administration
and Chief Financial Officer*

September 27, 2012

TO: Members of the Board of Trustees

FROM: Richard D. Gray
Executive Vice President for Administration and Chief Financial Officer

RE: Acquisition of Parcel of Land to Extend North Hillside Road to Route 44
in Support of the University of Connecticut Technology Park

RECOMMENDATION:

That the Board of Trustees approve the purchase of a certain parcel of land along Middle Turnpike, Mansfield, Connecticut, and shown on the attached map, presently owned by Campus Crossing, LLC for the price of \$1,462,500.

BACKGROUND:

Currently, North Hillside Road dead ends north of North Eagleville Road. The acquisition will allow North Hillside Road to be extended to Route 44. Completion of the road is essential to the development of the University of Connecticut Technology Park. The existing road allows access to four parcels or about 580,000 square feet (SF). Upon completion of the road an additional 320,000 SF can be developed on the remaining two parcels within the North Campus property. Utilities necessary to develop the Technology Park are only available to two parcels until the roadway is complete.

The construction of a roadway from North Eagleville Road to Route 44 has been contemplated since the 1970s, when the area of land known as the North Campus was considered for the development of a research and technology park.

On August 15, 2000 the State Traffic Commission (STC) Certificate of Operation for the "UCONN 2000" Campus Master Plan development identified the North Hillside Road extension as an important measure for mitigating traffic impacts from construction of UCONN 2000 projects by creating a new access to campus and shifting traffic from Hunting Lodge Road and Route 195.

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Storrs, Connecticut 06269-2122

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In 2005, approximately \$6 million was appropriated by the Federal government for the construction of the North Hillside Road Extension. To satisfy a requirement of the federal funding, an environmental study was undertaken in accordance with the National Environmental Policy Act (NEPA). The NEPA study was completed in winter 2012 and approved by the Federal Highway Administration on April 2, 2012.

The existing North Hillside Road begins at North Eagleville Road and extends approximately 4,000 feet to the north, terminating just north of the Charter Oak Apartments. The new roadway will extend approximately 3,400 linear feet and terminate at U.S. Route 44 by crossing through a parcel owned by Campus Crossing, LLC. That parcel is currently occupied by two retail banks across from Professional Park Drive. Completion of the road will create a four-way intersection, approximately 2,000 feet west of Route 195 (Storrs Road).

The proposed acquisition will be accomplished by agreement. Previously, efforts to reach an agreement with the owner had not been successful. The owner had claimed that the University's announced intention to complete the road had impaired his ability to develop his land and thereby reduced its value. There is currently a pending an inverse condemnation action in which the owner is seeking damages for the alleged reduction in the value of his property. As part of the agreement to acquire the property, that action will be withdrawn with prejudice.

Prior to the agreement, the University was at risk of losing the federal funds allocated for road construction. Accordingly the Connecticut Department of Transportation (DOT) commenced a condemnation action to acquire the land for the road despite the owner's objection. That action will become moot upon consummation of the proposed transaction.

In order to reach an agreement with the owner for a consensual transfer, the University will be acquiring the land essential to the road itself but also nearly seven additional acres adjacent to the new road and contiguous to existing University land. This additional land will provide additional opportunities for future development although there are no specific plans for development at this time.

In an effort to achieve a consensual and expeditious transfer and resolve the legal action and the looming DOT condemnation proceeding that would have only obtained the roadway area, the University and Campus Crossing, LLC agreed that each party would retain an independent appraiser. It was agreed in advance that if the results of the two appraisals were within 10% of each other, the parties would split the difference. The proposed purchase price is \$1,462,500. That price was reached by taking the mid-point of the price range established by each appraiser and splitting the difference.

The area of the proposed acquisition is portrayed on the attached map. A formal A2 Survey will be completed prior to closing.

Upon approval of the transaction by the Board of Trustees of the University of Connecticut, the parties will enter into a definitive Purchase and Sale Agreement.

Proposed Acquisition for North Hillside Road Extension

