

# Faculty Senate Update

**Harlan Sands**

Senior VP for Finance & Administration  
Chief Financial Officer/Chief Operating Officer

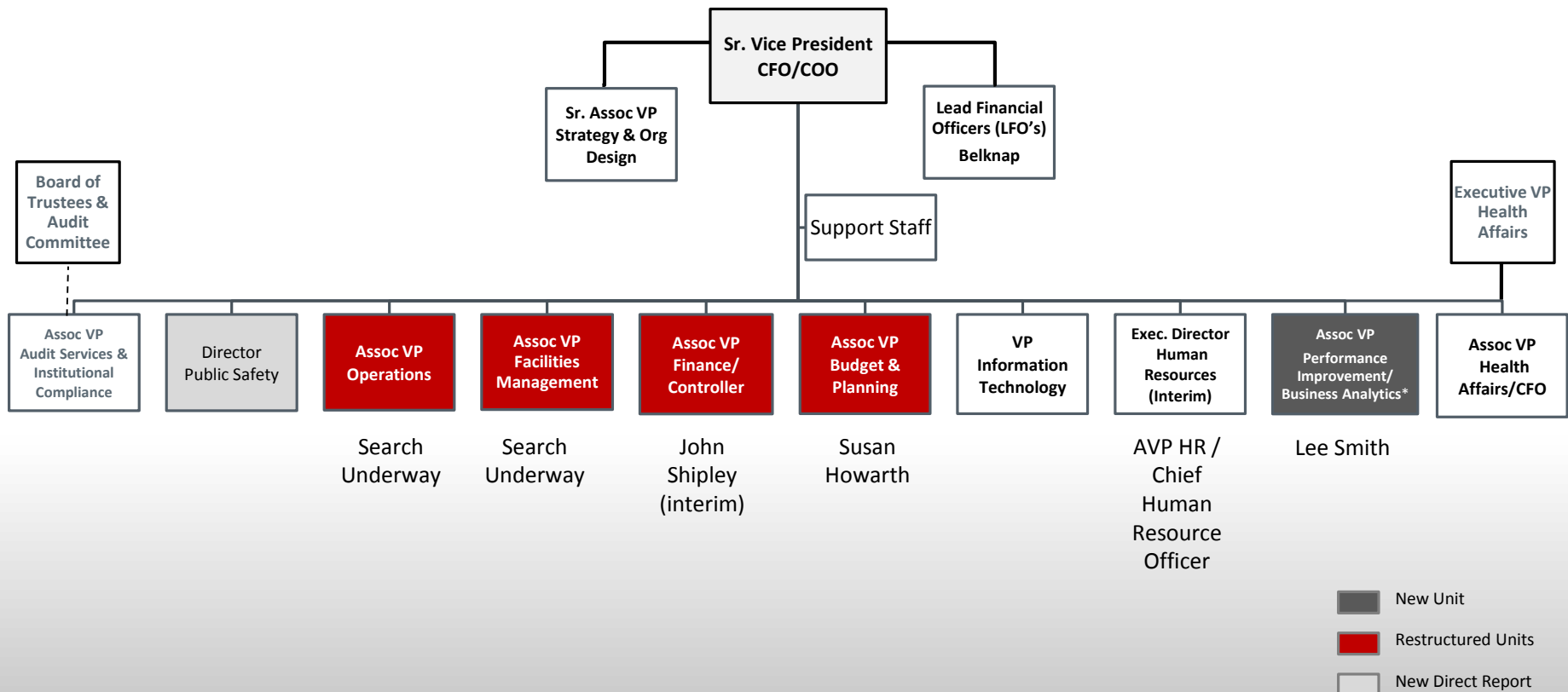
September 2, 2015

# Agenda

- Organizational Update
- Financial Controls Update
- Operational Support Initiatives
- Policy Library
- Classroom Building Project
- Information Items
  - Emergency Operations Plan
  - Safety Enhancements

# Organizational Update

*Themes: functional responsibility centers, reduced admin layers, new “Change driver” unit, clear lines of accountability*



# Financial Controls Update

- Significant progress implementing Strothman report recommendations
  - New Lead Financial Officer reporting structure
  - Consolidated payroll/accounts payable units
  - New policies in place for:
    - cash/check handling procedures
    - contracts processing (HSC)
    - account reconciliation
    - disbursement processes (electronic invoicing)
    - Electronic travel & expense module (replaces paper based travel vouchers)
    - monitoring non-University bank accounts
    - Vendor onboarding

# Operational Support Initiatives

- Performance-based budget allocation model
- Belknap shared services center(s)
- Create UofL technology “roadmap”
- Online UofL Policy and Procedures Library
- Finalizing agreement between UofL and credit union partner

# Operational Support Initiatives

- Improved HelpDesk experience with redesigned, user-friendly features and improved incident management options
- New “strong” password protection guidelines for increased information security
- Partnering with UofL retirees and TIAA-CREF to develop retirement transition program with financial and non-financial components
- Enhance comprehensive disease management program



# Facilities

- Site selection/programming work continuing on \$80M academic classroom building
- Moving forward with full design/programming of \$35M+ renovation to SAC
- \$1.5M in classroom renovations completed for fall semester
  - Strickler Hall 101, 102; Life Sciences 101; Davidson Hall 108, 109, 110, 111; Humanities 205; Natural Sciences 112; Humanities 100
- Advance FY17-18 Capital Plan Priorities
  - New HSC Instructional Building (general fund)
  - Next Gen/Software system upgrade
  - New residence hall (agency funds)

# Policy Library



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### Administration

Policies that are of a general administrative or operational nature and cover a broad range of issues. Topics include but are not limited to conflict of interest, duty to report and non-retaliation, and policy administration.

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<https://sharepoint.louisville.edu/sites/policies/library/Pages/Welcome.aspx>



# Belknap Classroom Building Schedule

July 5 - Sept 15, 2015	<ul style="list-style-type: none"> <li>• Current Classroom Utilization analysis</li> <li>• Programming needs assessment</li> <li>• Site evaluation</li> </ul>
Sept 16 - Oct 15, 2015	<ul style="list-style-type: none"> <li>• Finalize program and site evaluation</li> <li>• Site Survey and Geotechnical Study Commission</li> </ul>
Dec 15, 2015	Schematic Design Presentation
Dec 15 - Sept 15, 2016	Anticipated time frame for Design Development and Construction Document Completion
May 2016 – Jul 2018	General Construction
Aug 2018	Building Opens!

# Emergency Operations Plan

- Updated response protocols in event of an emergency:
  - Dispatch appropriate emergency responders (Police, Fire, EMS, and Physical Plant) and activate appropriate alerts to campus community (students, staff and faculty).
  - Determine size and degree of emergency.
  - Activation of UofL Emergency Operations Center (EOC).
  
- The University Incident Manager will be communicating directly with the Leadership Team during declared emergencies. Communication from the Leadership Team will flow to/from the EOC Team through the Incident Manager.
  
- Dennis Sullivan will soon share a fully revised EOP that reflects these changes and other lessons learned during recent training exercises. During spring semester 2016, we will hold two tabletop exercises that will further assist us in planning for and responding to emergencies.

# Emergency Operations Plan

- **Primary EOC Team:**
  - Harlan Sands – University Incident Manager
  - Neville Pinto – Alternate Incident Manager
  - Dennis Sullivan – Assistant to Incident Manager and Planning
  - Wayne Hall – Chief of Police/liaison with city agencies
  - Michael Mardis – Student Affairs
  - Mitchell Payne – Operations
  - Curtis Monroe – Logistics
  - Susan Howarth – Finance
  - Cheri Hildreth - Safety
  - John Drees - Public Information

# Safety Enhancements

- **CardSafe:** Campus safety enhancements
  - Enhanced lighting - Belknap
  - L-Trail, designated path with enhanced lighting, signage, and additional security - Belknap
  - **CardGuard**, mobile app allows one touch call to 911, mobile phone timer alert to police and friends if late in arriving to pre-determined destination
  - Added two new police officers
  - Oct 1: Shoulder cameras