

# VCFO Summer Update

## Project Funding Updates:

### Planning Money

The University hoped to secure \$36 million in bonding money for a new **Chemical Sciences and Advanced Materials** building (CSAM) on UMD campus. Although full funding was not granted, the legislature gave the University planning money, which may signify its future commitment to the project.

### HEAPR Funding

UMD will receive \$3.72 million out of the \$42.5 million in **Higher Education Asset Preservation and Replacement (HEAPR)** funding that the legislature allocated to the University system. HEAPR projects fall into one of the following categories:

- 1) Health, safety and accessibility
- 2) Building systems
- 3) Utility infrastructure
- 4) Energy efficiency

The school year may be over, but budget conversations around program prioritization, shared services and restructuring continue. As fiscal year 2015 begins, the Vice Chancellor for Finance and Operations ([VCFO](#)) unit faces new challenges and opportunities.

## Budget Breakdown

As part of the ongoing University of Minnesota commitment to administrative reductions, the campus again had reallocation targets to address in the FY15 budget. The campus **FY15 Budget/Compact Response** was sent to the system on March 7. Assuming approval of the President's Recommended Operating Budget for FY15, initial allocation information should come later this summer, followed by a final allocation letter.

### Simplified Fringe

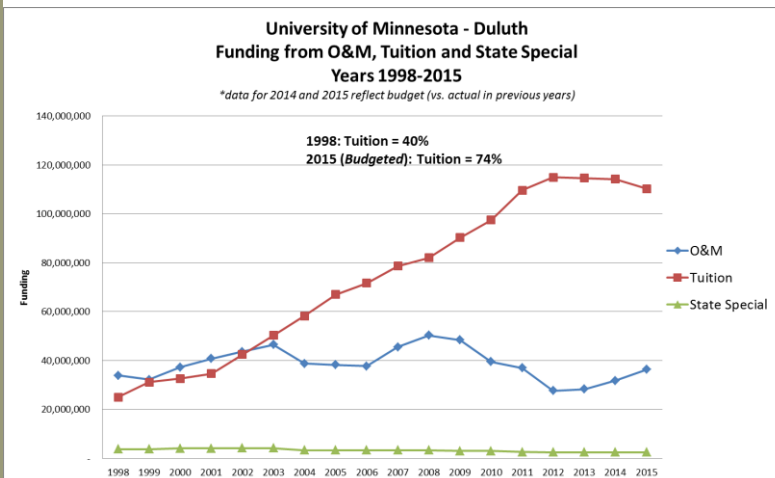
The new "Simplified Fringe Model" was instituted for FY15 budgeting. This model reduced the number of fringe rates from approximately 87 to 6. Significant background work was required, consisting of combo code changes for the many employees, to accommodate the new account strings associated with the simplified fringe model.

### Process Change

Elimination of the UMD Central Fringe Pool necessitated that UMD's RRC work with financial staff across campus to recalculate the allocation to every campus Department ID containing an Operation & Maintenance (O&M)-funded salary line. It also resulted in a budget process change for every budget manager across campus.

### Campus Reserve

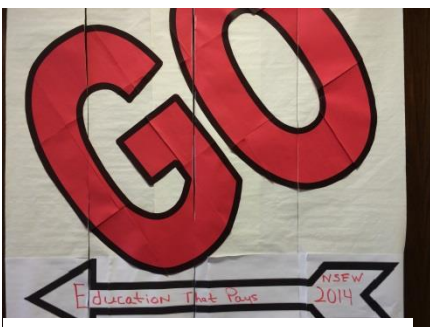
Elimination of the Central Campus Reserve for use as a funding source required an assessment of every recurring past commitment to see if it...  
 a) necessitated a permanent increase in allocation,  
 b) could be addressed with a non-recurring transfer, or  
 c) could be absorbed within the department or unit.



\*RRC = Resource Responsibility Center



Finance Director/RRC Sue Kerry points to UMD's Major Fund Group Analysis. *Contributed Photo*



## Education That Pays

The Human Resources and Equal Opportunity (HR&EO) department showed its support of student employees by sponsoring an office decorating contest during National Student Employment Appreciation Week (April 13-19). The winner of the contest, Student Life (245 KPlz), received a pizza party (up to \$100) for its staff. Although the HR&EO department was not eligible for the contest, it transformed its office suite to illustrate the theme “Education that Pays.”



TUTORING  
LANE

## VCFO Celebrates Student Employees

The Vice Chancellor for Finance and Operations Office sponsored the UMD Student Employee of the Year Recognition Luncheon held April 17. All 39 nominees were invited to attend the celebration to acknowledge their reliability, quality of work, initiative, professionalism and unique contribution to UMD. Andrew Frondrick, nominated by Vicki Jacoba, Lisa E. Johnson, Chris Harwood and Maija Jenson of KUMD was

the winner, while Carrie Lelwica of the Kirby Student Center and Zachary Lyons of

Career & Internship Services were the runner-ups.



**From left:** Carrie Lelwica, Andrew Frondrick, Zachary Lyons *Contributed Photos*

## Progress Toward Multiculturalism

The VCFO Unit Climate Change Team, with the support of the VCFO Office, designed a survey to gain insight into how VCFO employees within the unit felt about

- 1) what progress has been made in creating a positive and inclusive campus climate,
- 2) what still needs to be done to improve the campus climate and
- 3) what tools are needed in order to further increase inclusiveness within the unit.

Although the majority of respondents recognized the progress that has been made within the VCFO

unit—particularly the VCFO Diversity Lunch & Learn sessions—to provide employees with [opportunities to learn about diversity](#) and how to make the Duluth campus more inclusive, further improvement can be made.

The VCFO Unit Climate Change Team plans to explore one survey respondent’s suggestion creating a mentoring program in which all new staff or faculty members would be matched up with another employee (who has been at UMD for at least a year) to welcome them to UMD—to

broaden their understanding of the institution and enable new employees to know someone outside their area of expertise—with the ultimate goal of retaining employees and creating a more inclusive environment.

### ***What is a Diversity Lunch & Learn?***

A 45-minute presentation over a bring-your-own lunch session on a diversity topic, designed to increase cultural competency and understanding of others.

**Watch for dates this fall.**



## Waste Reduction Efforts Expand

UMD Custodial Services will extend its Darland's waste reduction efforts to other individual offices on campus to focus on serving public and student spaces.

The ultimate goal will be that individual offices will no longer be serviced for trash and recycling, and staff/faculty members will be responsible for sorting waste into centralized bins within office suites or areas by the end of the 2014-2015 academic year.

UMD Custodial employees have begun delivering mini-trash bins to staff offices; faculty

office changes will begin at the start of school.

Custodial Services will continue to assess the waste streams removed from campus, hoping to monitor an increase from the current campus recycling rate of 50%.

### Want to Know More?

Visit [z.umn.edu/umdreycles](http://z.umn.edu/umdreycles) for information on maximizing recycling at UMD.

Please email [recycle@d.umn.edu](mailto:recycle@d.umn.edu) if you need a mini trash bin, or have recommendations on locations for centralized trash/recycling containers within office suites or hallways.

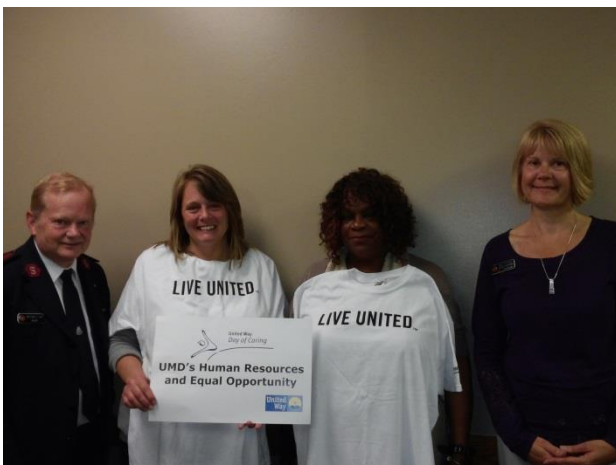


Contributed Photo

## Ties with Salvation Army

Mary Cameron and Deb Herstad of the HR&EO Department facilitated de-escalation training for the Salvation Army employees June 25 in support of the UMD Strategic Plan's goal 5 to

“Strengthen ties with Duluth and surrounding communities in an intentional, visible, and mutually beneficial partnership.”



From left: Major Bill Cox (Corps Officer), Deb Herstad, Mary Cameron, Jill Buchholz (Assistant Director of Administration) *Contributed Photo*

## Safety Training

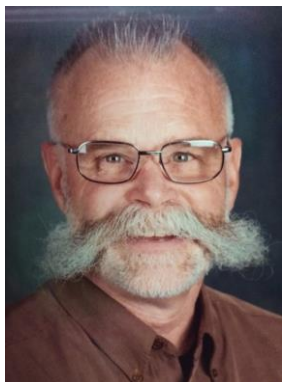
The UMD Police Department conducted law enforcement training on campus for members of various regional law enforcement agencies June 9 through 11. The training was specifically geared toward campus and workplace safety.



Above: UMDPD Officer Jacob Willis demonstrates technique to clear a room in an active threat environment. *Contributed Photo*



The Minnesota Coalition Against Sexual Assault (MNCASA) presented the AWARE Award to the Duluth Trafficking Task Force, which Scott Drewlo of the UMD Police Department has been a part of from its inception. Members of the Task Force were recognized “for their outstanding dedication to raising awareness about sexual violence and unique contribution to the wide variety of work necessary to end sexual violence, and for giving a voice to these most silent of victims” (MNCASA).



*Contributed Photo*

## What is the Zenith Award?

The [Zenith Award](#) for Plan Implementation is an inaugural award honoring those who have worked to implement the vision, goals, and recommendations laid out in the City's land use plans. ([www.duluthgov.info](http://www.duluthgov.info))

## Accreditation Compliance

Mike Seymour has been selected to serve as a Peer Reviewer for the Higher Learning Commission. The HLC Peer Review Corps is composed of about 1,300 faculty and administrators from institutions within the 19-state North Central region. These Peer Reviewers are involved with all stages of the accreditation process and ensure that institutions comply with accreditation criteria.

## Kevin Claus Accepts Zenith Award

Kevin Claus, construction manager at UMD, stood beside developer Mark Lambert, to accept the Zenith Award from the City of Duluth on UMD's behalf for the Grand Entrance—the pathway connecting BlueStone Commons to campus. He had overseen the project from start to finish. The letter from Mayor Don Ness announcing the award summed up the partnership between UMD and BlueStone, saying, "Good development could not happen without help, dedication, and investment from our institutions."



The completed pathway connecting UMD to BlueStone Commons. *Contributed Photo*

For more: <http://www.d.umn.edu/external-affairs/homepage/14/bluestoneexpansion.html>

## Learn the Lingo

### Shelter in Place =

One of the instructions you may be given in an emergency is to "shelter in place". "Shelter in place" means to take cover and stay where you are.

For more information, go to: <http://www.d.umn.edu/ehso/emergencies/shelter.html>

### Shared Services =

The following definition was part of the Operational Excellence Initiatives Update that was presented to the Board of Regents at their May meeting: A way of organizing the delivery of administrative services into a unique, service-oriented entity or unit whose sole mission is to provide efficient, high quality, reliable services within or across a college, campus, support unit, or vice-presidential unit.

For more information, go to:

[http://regents.umn.edu/sites/default/files/docket/Port\\_May%202014.pdf](http://regents.umn.edu/sites/default/files/docket/Port_May%202014.pdf)

NOTE: Using Internet Explorer, select "BOR - May 2014.pdf" and go to page 187 to view the Operational Excellence Initiatives Update.



## VCFO Bids Farewell

The Vice Chancellor for Finance and Operations unit thanks these employees for their service to the University. Their knowledge and experience will be greatly missed.



**Barb Teske**

*Business Services  
Financial Analyst/RRC  
28 years at UMD*

**Miss Most:**

The people--they are my second family.

**Will Enjoy:**

1) the incredible freedom of no deadlines or schedules and the ability to do anything I want whenever I want;  
2) sleeping in in the morning/no alarm clocks;  
3) playing in the dirt--I am planting a container vegetable garden on my deck—hopefully the deer, rabbits, raccoons and tent caterpillars will leave me something to eat!



**Linda Eastman**

*Facilities Management  
HR Generalist  
28 years at UMD*

**Miss Most:**

I'll miss telling people I work at a place that has a gym, tennis courts, a museum, a theater, a restaurant, and more. I feel honored to have worked for a department that took care of these places. And I'll always be grateful that I was able to form so many relationships and learn so much over the last 28 years. I also appreciate my health coaches.

**Will Enjoy:**

I'm looking forward to traveling more with my husband. We plan to spend the winters in Bradenton/Sarasota Florida and travel from there.

**Steve Schilling**

*Facilities Management  
Grounds/Fleet Services  
Supervisor  
28 years at UMD*

**Lita Wallace**

*Human Resources & Equal Opportunity  
Wellness and Training Coordinator  
21 years at UMD*

And once I've retired, then what will I do?

Sewing, quilting, and travelling, too

A garden for tending (it's 50 feet square!)

I'll go trailer camping, enjoy the fresh air

Lifetime movies to watch, and my family and friends--

I could fill 50 scrapbooks; the fun never ends

In the boundary waters, I'll camp and canoe--

There's plenty for this new retiree to do!

These are the pictures that dance in my head--

Or maybe I'll sit with my feet up instead!



**Linda Olcott**

*Facilities Management  
Associate Administrator/  
Supervisor of HR/Payroll &  
Customer Service  
14 1/2 years at UMD*



**Kathy Chalupsky**

*Facilities Management  
Associate Director and  
Manager of Custodial and  
Support Services Divisions  
28 years at UMD  
(Retire date: 07/25/14)*

### Thank you...

- Thomas Franckowiak, Maintenance Carpenter (23 yrs.)
- Leonard Bjornaas, Maintenance Painter (16 yrs.)
- James Thibault, Pr. Custodial Supervisor (26 yrs.)
- David Blalock, Sr. B&G Custodial Worker (35 yrs.)
- Robert Damsten, Sr. B&G Custodial Worker (35 yrs.)
- Lee Olson, Maintenance Planner (24 yrs.)
- Roger Rose, Grounds Maint. Equip. Operator (34 yrs.)
- Renee Wanner, Principal Cashier (27 yrs.)