

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN SENATE
COMMITTEE ON CAMPUS OPERATIONS
(Final; Information)

CO.20.10 2019-2020 Annual Report of the Senate Committee on Campus Operations

This report summarizes the activities of the Senate Committee on Campus Operations (CO) during the 2019-2020 academic year. CO met on September 4, October 3, December 4, January 30, February 26, and May 1. More detailed information is provided in the minutes of those meetings.

I. ITEMS APPROVED BY SENATE

No resolutions submitted or approved.

II. ITEMS REPORTED TO THE SENATE

No reports provided.

III. ITEMS UNDER CONSIDERATION BY THE COMMITTEE

CO.20.01, Source2Pay (S2P) Presentation

As part of CO's efforts to provide input to campus administration on policies and procedures that impact organizational efficiency, a presentation was made to the committee by Gloria Keeley regarding Source2Pay. The committee considered this in the context of the broader discussions regarding the TEM and procurement systems that have been taking place. No specific actions were recommended by CO in the discussion that followed.

CO.20.02, Review of the *Bylaws*, Part D.5 – Committee on Campus Operations

In accordance with the request by the Chair of the Senate Executive Committee to review the section of the *Bylaws* pertaining to the duties and membership of the Senate Committee on Campus Operations, a discussion of the current *Bylaws* text was held and suggestions for revision were forwarded to the Office of the Senate. These included updates related to changes in titles and reporting structure of the *ex officio* members and a clarification of duties relative to the academic and research missions of the University.

CO.20.03, Campus Operations Feedback Portal

The idea of creating a web-based tool that could be used to bring concerns regarding operations from the broader campus community to the attention of CO was discussed. The possibility of using UIUC Webtools to create this feedback mechanism was proposed and is

being pursued. The intent would be to evaluate feedback and determine if action by CO would be beneficial.

CO.20.04, Environmental Procurement

The topic of ensuring that eco-friendly options are presented in the procurement system for standard items such as copy paper in a way that encourages their use was discussed. For some items, use of eco-friendly options is required by State Law. Options such as listing only eco-friendly options, or presenting them first in the list of choices, were discussed. Some of these are being pursued within the University's purchasing organization. Efforts to advance environmentally-sensitive procurement by the University were supported by CO.

CO.20.05, Objectives for Discussion with the University of Illinois Police Department (UIPD)

As a result of the COVID-19 epidemic, this discussion was postponed until the 2020-2021 term.

CO.20.06, Discussion with the Office of the Vice Chancellor for Research & Innovation to Discuss Topics

Linda Gregory (Director of Sponsored Programs Administration Post-Award) and Melanie Loots (Executive Associate Vice Chancellor of Research and Innovation) were invited to discuss questions and issues related to Sponsored Program Administration. Various questions were discussing, including overhead rates and what standard is used to decide if a charge is allowable as a direct expense on a contract. An issue which emerged from this discussion was directly charging safety equipment such as gloves, safety glasses, lab coats, and other items to grants. These items have increasingly been denied as direct expenses, creating the possibility for unsafe condition as limited indirect funds are available to principal investigators to pay for them. This topic merits follow-up in 2020-2021.

CO.20.07, Invitation to the Division of Research Safety to discuss topics Involving Laboratory Safety Audits

Maureen Banks, Director, Safety & Compliance, Facilities & Services, Monica Miller, Director, Division of Research Safety, Jeremy Neighbors Associate Director of Safety and Compliance, Facilities and Services, and Jan Novakofski, Associate Vice Chancellor for Research Compliance were invited to the CO meeting. Miller, Banks, and Neighbors all provided presentations on the functions of their respective organizations. Questions and issues regarding the laboratory audit program, OSHA interactions, and coronavirus coordination were discussed.

CO.20.08, Illinois Climate Action Plan (iCAP) 2020 Update

The 2020 Illinois Climate Action Plan Working Group has provided an update on their activities as well as drafts of various chapters of the iCAP document currently being written for input by CO. A final version of the document is ultimately expected to be presented to the Senate for consideration and approval.

CO.20.09, Questions Regarding Facility Modifications for COVID-19

Based on input from faculty members who were concerned about building HVAC systems, and specifically whether or not any changes or upgrades were going to be made to HVAC systems related to flow, humidification, etc., committee member James Brennan requested a discussion regarding what actions Facilities & Services was taking related to COVID-19. Attalla reported that a team was examining such issues as the breadth of building types on campus required a case-by-case examination. Any suggested or required work would be prioritized as further information was gathered.

Update on Upcoming Modifications to the TEM System (Jim Martinie and Sarah Zehr)

Efforts to address concerns with the TEM system were discussed. These efforts included a survey of top TEM system users, system efforts to refine policies within the limits defined by state and federal law, and an initiative to minimize the number of expense reports returned for further information.

CAMPUS OPERATIONS
John Dallesasse, Chair
Toby Beauchamp
Rahim Benekohal
James Brennan
Sara Holder
Joanne Kaczmarek
Bradley Klein
Frank Liu
Glennys Mensing
Ross Toedte
Mohamed Attalla, *ex officio*
Joe Edwards, *ex officio*
Gloria Keeley, *ex officio*
Morgan White, *ex officio*