



The Business Affairs Advisor

A Newsletter by Finance & Administration

Office of the Senior Vice President for Finance and Administration

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In This Issue

- New Mobile Applications in F&A
- SACUBO Best Practice Award
- Stadion Classic
- National Guard Award
- Web-based MyBEAP
- Memorial Hall Renovation
- University Childcare Center Opens
- Making UGA Bike-Friendly
- And much more!

New Occupants Move in at Health Sciences Campus

As of January, the first academic occupants have moved into renovated facilities at the UGA Health Sciences Campus (HSC) on Prince Avenue. The [College of Public Health's Department of Epidemiology and Biostatistics](#), and the [Institute for Evidence-Based Health Professions Education](#) are now based in the HSC's Miller Hall. In addition, the [University Childcare Center](#) opened its doors on January 3 (see page 7 for the story).

Meanwhile, work continues on two remaining facilities in Phase I of renovation:

- Winnie Davis Hall – Office space is being reconfigured to accommodate the administrative offices of the Georgia Health Sciences University/University of Georgia Medical Partnership.
- Russell Hall – Extensive renovation of the 1st floor is underway to update HVAC and electrical/mechanical systems, install an elevator and reconfigure the space to meet academic programming needs. Russell Hall will function as the primary classroom facility for the Health Sciences Campus. The 1st floor will house faculty offices and clinical teaching space for the GHSU/UGA Medical Partnership. The 2nd floor will consist of multipurpose classrooms for use by both CPH and the Medical Partnership.



View of Miller Hall, the new home of the Department of Epidemiology and Biostatistics as well as the Institute for Evidence-Based Health Professions Education.

In addition, the University is performing less extensive renovations on George Hall (auditorium lecture hall) and Pound Hall/Wheeler Hall (recreational space for faculty, staff and students). Also, University Housing has opened all of the townhouses and homes on Kenny Road and Gilmore Circle and plans to have the remaining ones on McGowan Road available for lease.

"All of these collective facilities will be open by Fall 2012, when it is estimated that 400-500 students—the vast majority of them from the College of Public Health—will be taking classes at the Health Sciences Campus," said Kathy Pharr, assistant vice president for finance and administration and director of health sciences campus administration.

(continued on page 2)

Strong Finish for 2012 Campaign for Charities



University faculty and staff contributed nearly \$422,000 to the 2012 annual Campaign for Charities—97% toward the campaign goal of \$435,000. Most of the contributions are designated for agencies in the local community.

"We understood that a goal of \$435,000 was ambitious," said campaign chair Tom Jackson, vice president for public affairs. "But to get this close to our goal speaks volumes about the level of commitment from our faculty and staff, and their demonstration of this year's theme – *Sharing shows Caring.*"

Approximately 20 percent of UGA employees participated.

The University System Board of Regents has now approved Phase II of renovation at the Health Sciences Campus. Facilities in that phase of renovation include Rhodes Hall, to accommodate the administrative headquarters (dean's office) of the College of Public Health; and Scott Hall, the former officers' club facility, to serve as a student center for the campus. These facilities will be ready for occupation in Fall 2013.

Contact [Kathy Pharr](#) if you have additional questions on HSC development.

UGA Again Claims Regional Best Practice Honors

For the third consecutive year, the University of Georgia has been named as one of five regional finalists in the best practices competition sponsored by the Southern Association of College and University Business Officers (SACUBO). This time, the Physical Plant wins the honors for its green cleaning program.

Physical Plant Safety Coordinator Hope Thomas and Building Superintendent Jerry Heninger have been invited to present a session on UGA's comprehensive green cleaning and custodial training program at the annual SACUBO Conference in Louisville, Kentucky in April. At that time, SACUBO will announce the selection of the grand finalist.

UGA was credited with sowing the seeds for green cleaning in a February 27 [Athens-Banner Herald article](#) that explained the growth of the program locally. In addition, the green cleaning program was profiled in the [winter issue of College Services magazine](#), a national publication.



Previous SACUBO Winners:

- 2005 Addressing the Threat of Terrorism (Office of Security Preparedness) – Grand Finalist
- 2008 Energy Audits (Physical Plant and Faculty of Engineering)
Electronic Check Requests (Accounts Payable–Controller's Division)
- 2010 "Every Drop Counts" Water Conservation Campaign (Physical Plant and Office of Senior VP for Finance and Administration) – Grand Finalist
- 2011 Secure Vault Payment (Bursar's Office–Controller's Division)

Financial Life Management... Get Your Picture!

Are you financially healthy? As a consumer of benefits offered at UGA, are you spending your hard-earned salary in the best manner? Are you sure you are saving enough for retirement? Have you chosen the best health insurance plan?

If you want to know more about your personal financial situation, make an appointment with Human Resources for a 360PFC (Personal Financial Consultation). It's a confidential meeting focusing on your needs and goals for yourself and your family, and it's *absolutely free*. Before you arrive for your appointment, your consultant will have already researched your UGA compensation and benefits choices. In addition, if you would like a more comprehensive financial "picture," you can bring more information to your meeting, such as mortgage payment amount, bank and retirement account statements, and other expenses.

At the end of the meeting, you'll have a personal worksheet for your own use. HR does not retain a copy of this information. To schedule a 360PFC, please email [Cindy Walker](#) or call her at 706-542-7359.

Bursar's Office Partners with TouchNet Mobile

Two-thirds of college students consider their mobile device (i.e. laptop, smartphone, tablet) as "the most important technology in their lives," according to a recent Cisco Connected World Technology Report. Recognizing the pervasiveness of mobile technology, the University of Georgia Bursar's Office has partnered with TouchNet, Inc. to provide students a way to access and pay their Student Account via a mobile device.

The new mobile Student Account website allows students and authorized users access to view account balances and recent activity on demand. Users can conveniently make payments on the go directly from their smartphone or mobile device.



"Accessing the new mobile Student Accounts website is as easy as scanning our QR code using a compatible mobile device or navigating to the site via the links provided on the standard site," said Senior Accountant Nicole Moon. "Even though we've done very little marketing, students have already begun using the mobile application."

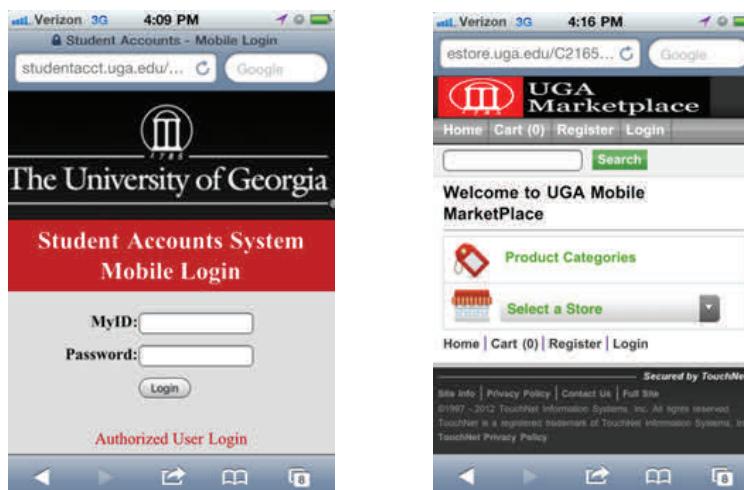
Moon says feedback has been overwhelmingly positive. She offers these comments from users:

"The mobile interface is very user friendly."

"I scanned the tag on the website with my Android smartphone. It took me just a minute to make my payment and I will definitely use it again."

"I've paid my Student Account on my smartphone before but sometimes it's difficult to look at full pages on a phone. It is extremely easy now using the mobile site."

In addition to offering students the ability to access and pay their student accounts, the TouchNet Ucommerce mobile application has allowed UGA MarketPlace to expand into the mobile e-commerce space as well. UGA MarketPlace is a secure e-commerce solution used by campus departments to operate online stores to sell merchandise and workshop/conference registrations. Now with UGA MarketPlace Mobile, campus departments have another avenue to attract additional e-commerce customers and increase revenue. For example, the University of Georgia Gold Course is selling tickets to the [2012 Stadion Classic at UGA](#) via Mobile Marketplace.



The image displays two side-by-side screenshots of mobile phones. The left screenshot shows the 'Student Accounts - Mobile Login' screen for the University of Georgia, featuring fields for 'MyID' and 'Password' and a 'Login' button. The right screenshot shows the 'UGA Marketplace' screen, which includes a 'Welcome to UGA Mobile Marketplace' message, 'Product Categories', 'Select a Store', and navigation links for 'Home', 'Cart (0)', 'Register', and 'Login'. Both screens are displayed on an iPhone with a black background.

Leadership Certificate Series Resumes

Everyone is a leader, and for that reason, the resumption of the High Impact Leadership Certificate series this spring might be of interest to you.

The interactive, experiential series offers a combination of online study, facilitated discussion and classroom learning. It is intended to serve individuals who are interested in exhibiting leadership behaviors, regardless of their position titles at UGA; however, the course content is especially beneficial to employees who are already in or who aspire to be in leadership positions, whatever their level.

If you're interested, be sure to watch for the Training & Development spring course offerings (published in April) to submit an application for the High Impact Leadership series.



Creating a Bike-Friendly Campus

Biking on campus just got easier, thanks to the results of a recent bike study.

The first phase of study called for the installation of a new bike lane on Sanford Drive. Now that it has been installed by UGA's Physical Plant Division Grounds Department, cyclists are able to head south on Sanford Drive from Baldwin Street—an option that was previously desirable but illegal. Vehicle traffic heading north on Sanford Drive is contained to one lane, leaving two bike lanes on either side of the road for cyclists heading north and south.

The new Sanford bike lane marks a significant step in improving biking on campus, an ongoing collaborative project by the Office of Sustainability, University Architects, the Grounds Department and local bike organizations. The University commissioned the bike facility study last summer.

"The greatest challenge for biking on campus is the lack of seamless connectivity of bike lanes," said Scott Simpson, University Architects project manager for the bike study. "We decided to look comprehensively across campus where we lacked bike lane connectivity and develop long-term design solutions to incorporate bikes on campus in safe and realistic ways."

The study used a survey, open meetings and community bike rides with Bike Athens to gather input from residents on how to make biking on campus easier and more enjoyable. It also gathered information about institutions around the country to see how biking conditions at UGA compared to other universities.

The study indicated that universities with the best biking facilities had active biking committees made up of students, faculty, staff and law enforcement officers. One of its recommendations was for UGA to create a bicycle committee, which would promote biking on campus and help educate the public about bicycle laws and practices.

"A lot of survey responders did not know the official rules of the road for cyclists, which points to the need for a pretty significant education campaign to educate not only cyclists on how to ride on the roads, but probably motorists, too, on how to react to cyclists on the road," said consultant Josh Koons. "That was a big part of the study—that education is as much a component of cycling on campus as bike lanes are."

University of Georgia



Bicycle Facility Study

Hidden Talent – F&A Rocks

Architect by day. . . rock star by night?



Neal Anderson might seem like a quiet, reserved guy by day. . . but by night (or at least for special occasions) he dons his blue track suit (circa 1980s) to rock out for a good cause.

Anderson, who previously worked in the University Architects Office and now works part-time as a space management coordinator with J. Dorsey, has been singing for much of his life but never before as part of a band. Earlier this month he stepped up to front the band, Athens Band Trust (named for the Athens Land Trust, of which he is a board member). The group competed in the Athens Business Rocks competition at the 40 Watt Club. Fans voted for their favorites, with proceeds going to Nuci's Space, a local nonprofit support and resource center for musicians.

The group's 1980s-rock set finished a close 2nd in the competition.

Memorial Hall Undergoes Renovation

This spring University Architects will be overseeing a major renovation of Memorial Hall, a neoclassical masonry building located in UGA's Central Precinct. The original space, known as Alumni Hall, resulted from UGA's first alumni fundraising campaign launched in 1897. Construction was executed in two phases between 1910 and 1920, separated by the First World War. In 1925 the building was dedicated to the 47 UGA students who gave their lives in WWI and has since been named Memorial Hall.

The facility was originally built to house recreational programs for the University and included a gymnasium and a swimming pool. Memorial Hall was greatly expanded in the early 1940s, and it subsequently has been renovated for various administrative, food service and student service uses.

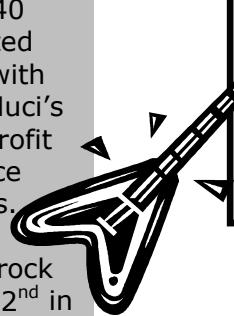
The current rehabilitation will address the second, third (main) and fourth floors of the 1910-20 section of the building for use by the Office of the Vice President for Student Affairs and several supporting departments. The scope will include a new central mechanical system to serve the areas being rehabilitated, minor renovation in some exiting non-historic office spaces, and a new historically sensitive build-out in the main foyer/rotunda and adjacent wings. Approximately 12,030 gross square feet of area will be addressed as part of the rehabilitation.

Click [this link](#) to view an early image of Memorial Hall in UGA's Hargrett Rare Book and Manuscript Library.



The Reed Quad view of Memorial Hall, as it looks today.

Last Call. . .



Can you catch Neal Anderson's act again? Yes! The band will give an encore performance to benefit its namesake, the Athens Land Trust, on Saturday, March 3 at 7 p.m. at Little Kings Shuffle Club.

Russell Building Unveiled



The University of Georgia unveiled its new special collections library to a crowd of more than 500 on February 17. The new [Richard B. Russell Building Special Collections Libraries](#) houses UGA archives and various forms of memorabilia including political papers, rare books, broadcast recordings and more.

[Click here](#) to read the account of the dedication in *Columns*.

Transforming Savings

The Physical Plant has its eye on energy hogs, and some of the culprits might surprise you—the transformers themselves. In many cases, PPD engineers have found that electricity can be sufficiently and efficiently supplied by a new transformer that is often smaller than the original.

"A transformer is a device that transfers electrical energy from one electrical circuit to another through the transformer's coils," explained Paul Tsou, head electrical engineer. "A distribution transformer is what provides the final voltage transformation in the electric power distribution system, stepping down the voltage used in the distribution lines to the level used by the customer."

Transformers that are mounted on a utility pole are called pole-mount transformers. Tsou has focused his effort on pad-mount transformers—those at ground level that are mounted on concrete pads and locked in steel cases.

The list below is tells the tale. The actual annual kVA reduction (power usage) after replacement is indicated. Some of the transformers were old and needed to be replaced while others were replaced with smaller units, Tsou says. If the replaced transformer was still in good working condition, it was returned to PPD's stock for redeployment to a different site.

Item	Year Implemented	Description	Original Size (kVA)	Replacement Size (kVA)
1	2005	Chemistry	750	500
2	2009	Print Shop	500	300
3	2008	BioScience-Animal Quarters	750	300
4	2011	Miller Learning Center	5000	2000
5	2007	Baldwin Hall	1000	750
6	2007	Stegeman Coliseum	3000	2,000
7	2008	McPhaul Center	300	150
8	2008	Family Science Center	300	150
9	2011	Poultry Science	500	300
10	2011	Recording for the Blind	225	150
11	2008	Band Practice/Intramural Fields	500	150
12	2011/2012	Wilson Pharmacy (Work in Progress)	1250	750
13	2011/2012	Wildlife Health (Work in Progress)	800	300
		TOTAL	14875	7800
		Total kVA Reduction	7075	
		Annual Savings (Based on 7 cents per kWh)		\$ 17,354

Contact Information

For more information, please select a division below, and you will be redirected to its Web site.

[Auxiliary & Administrative Services](#)

[Budget Division](#)

[Controller's Division](#)

[Environmental Safety](#)

[Human Resources](#)

[Physical Plant](#)

[University Architects](#)

New Tornado Siren on East Campus

The burgeoning East Campus now has its own tornado siren. The Office of Security and Emergency Preparedness (OSEP) recently purchased and coordinated the installation of the new warning siren as a way to alert people located outside of approaching tornadoes in concert with other campus emergency alerting methods. With the addition of the new warning siren on the East Campus Parking Deck, UGA now has four tornado siren locations, including one on the Chemistry Building, one located at the end of Rogers Road in Family and Graduate Housing, and another located at the State Botanical Garden.



"The addition of this tornado siren has been on our wish list for quite some time," said OSEP Director Steve Harris. "The East Campus region has grown tremendously over the past 15 years, and we definitely needed additional outdoor warning coverage in the area to keep up with the explosive growth."

OSEP is quick to remind the campus community that outdoor tornado warning sirens are only intended to warn individuals who are located *outside* when a tornado warning is issued. Other emergency alerting methods such as the UGA *Alert* mass notification system, the UGA *Alert* Desktop computer screen crawler, the UGA Cablevision emergency screen capture system and NOAA weather radios should be considered as additional emergency notification methods for tornadoes and other emergencies that might impact the entire campus. To learn more about campus emergency notification methods and how to be prepared for emergencies, log on to OSEP's [website](#).

University Childcare Center Dedicated

On January 25, the recently opened University Childcare Center was dedicated with University officials, faculty and staff members and parents in attendance. University President Michael F. Adams cut the ceremonial ribbon, along with F&A representatives Tim Burgess, Danny Sniff, Krista

Coleman-Silvers, Kathy Pharr, and some of the teachers and children who attend the Center. For the full story in *Columns*, click [here](#). To learn more about the University Childcare Center openings and rates, go to the [UCC website](#).



Calling All Nominations

Nominations are now open for the 2012 Finance and Administration Merit Awards. This is a great way to recognize employees in F&A who exhibit creativity, innovation and sustained excellence in the workplace.

The F&A Merit Awards are peer-driven. Employees are encouraged to nominate their co-workers for an award in the following four categories: Customer Service, Newcomer, Tough Dawg and Unsung Hero. Nominations from customers outside Finance and Administration are welcome.

The nomination forms can be completed either [online](#) or by filling out a [hard copy form](#) and mailing it to [Kathy Pharr](#).

The deadline for nominations is March 30, 2012. Winners will be recognized at the [Finance and Administration Recognition Ceremony](#) on May 16, 2012.

National Guard Award Presented to UGA Food Services Manager

Darnell Tate, manager of the Oglethorpe Dining Commons, has received the Patriot Award from the National Committee for Employer Support of the Guard and Reserve. The award recognizes employers who foster a strong National Guard and Reserve force by practicing leadership and personnel policies that support employee participation in the Guard and Reserve.

Tate was nominated by Theodis Hammock, a cook in Oglethorpe Dining Commons who also serves as a cook in the Army National Guard.



From left to right: J. Michael Floyd, executive director of Food Services; Manager Darnell Tate; Theodis Hammock; retired Col. Joel Seymour of the National Guard; Jeanne Fry, director of Food Services, at the awards ceremony.

"Chef Tate has always been highly supportive of my National Guard service, even when I am called on short notice," said Hammock.

"It's the support I receive from my leadership in Food Services that allows me to work with Theodis during the times he is with the Guard," Tate remarked at the awards ceremony.

"In addition, I am proud of my team who always steps up when Theodis is called to service."



Stadion Classic Returns

The nation's best amateur golfers will once again converge on Athens May 3-6, as the University Golf Course and Auxiliary Services host their third consecutive Stadion Classic at UGA Nationwide Tour professional golf tournament.

The Nationwide Tour is in its 23rd year as the primary avenue for up-and-coming professional golfers to break into the PGA TOUR, and this is the seventh year the Nationwide Tour has visited Athens. The Stadion Classic at UGA has become one of the premier spring events in Athens and is sponsored by partners such as Stadion Money Management, Yamaha Golf Cars, Athens Regional Medical System and the Foundry Park Inn and Spa.

UGA employees have two main ways to get involved in the event: either as a member of a volunteer staff over 400 strong, or as a spectator enjoying the fun. More information on the event can be found within the [tournament's website](#) or by calling the tournament office at 706-369-5841.

In the Next Issue:

- Grand Opening of the Health Sciences Campus
- Statewide 4-H Upgrades
- Integrating Sustainability into the Curriculum

Bulldog Bucks – Electronic Transition

Over the past four years, Bulldog Bucks has gone through an electronic metamorphosis.

The change began modestly, by converting from paper to electronic contracts for all new customers. With this conversion, Bulldog Bucks scanned more than 60,000 pre-existing paper contracts and opened 10,000 contracts electronically. Once the conversion took place, Bulldog Bucks focused on more ambitious plans—tapping the mobile market.

The first step was to create a mobile version of the [Bulldog Bucks website](#), which was accomplished in 2010 and remains fully functional today. Once the mobile version of the website was ready, the Bulldog Bucks team moved to the next step—working on a mobile web application. “The mobile content, which is currently under construction, will allow customers to use their mobile phone to open a Bulldog Bucks account, make deposits, view their balance and account activity, and access coupons and deals from Bulldog Bucks vendors,” said Bulldog Bucks Manager Bill McGee.

The mobile web application will be accessible on all mobile devices such as cell phones and tablets and is expected to be released this summer.



OSEP Creates a New Web-based Emergency Plan Generator System

In an effort to streamline the process of creating a Building Emergency Action Plan (BEAP) for occupied buildings on campus, the Office of Security and Emergency (OSEP) developed an online plan generator, MyBEAP, to aid Building Safety and Security Representatives (BSSRs).

Each occupied University building must have a Building Emergency Action Plan that prepares the building occupants for possible emergency situations. Previously, this planning was done using a generic fill-in .pdf type format, but MyBEAP offers a dramatic improvement.

“The old way was sufficient for capturing the information required to complete a BEAP, but it was time-consuming and could not automatically create a building-specific plan,” explained OSEP Director Steve Harris.

“BSSRs, using their UGA MyID and password, can now log in to the new MyBEAP emergency plan generator secure link to enter building-specific information and edit sections. The system will automatically create a completed BEAP with a minimal amount of information and time required from the BSSRs. In addition, BSSRs will automatically receive a yearly email reminder from the MyBEAP system to update their emergency plan.”

The new web-based method has received excellent reviews from BSSRs for its efficiency and user-friendliness. Harris says all BEAPs should be completed by March 31, 2012. Contact [OSEP](#) or [click here](#) for more information about MyBEAP.

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The Social Network of Food

The act of sharing a meal has been at the heart of people's social lives throughout the ages. Whether it is through stories told at a family dinner table or the restaurant reviews and locations shared through social media, food remains the common element that brings people together. On February 23, it happened again via UGA Food Services' "Food: The Social Network Dinner."

At this event, students not only enjoyed great food, but were also able to use technology throughout the dinner. For example, the menu tags of cleverly named items such as "Tweet Salad" and "Linked 'N Cheese" contained QR codes which directed students to designated social media sites. In addition, the event launched UGA Food Services' mobile content that allows customers to select a meal plan, view the serving status of each dining commons, and connect with the UGA Food Services' Facebook page via mobile devices. With its ease of access, the mobile web application is set to be a key factor during student orientation this summer.

"With the new mobile web service, customers are able to use mobile devices to sign up for the meal plan of their choice in less than three clicks," said Executive Director of Food Services Mike Floyd. "Our goal is to really utilize this technology during orientation in order to help parents and students easily sign up for the meal plan."

Food Service representatives will be on hand throughout orientation to assist parents and students in accessing and using the mobile web option. Representatives will also have designated tablets and computers for customers to use. Access to menu and nutritional information via Food Services' mobile web app is expected in the future.



In the background, students enjoy their meals at Food Services' Social Network Dinner. In the foreground, a live game of "Hungry Birds"—a variation on the popular app, "Angry Birds"—is ready to be played.