

OVPR Minute - April 2026

Official Information and Action Items for OVPR Staff

April 2026							May 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

**CORRECT CARDS =
CORRECT PAY**

**Holiday
Payday**

- Timecards may be due early for a few pay periods because of the Holidays.
- Please pay attention to emails from the UConn/UCH Payroll Department changes to deadlines.
- Remember – you can submit cards in advance if you will be out for a block of time.

April 3

Good Friday

Holiday Observed.

Welcome New Staff:

- We have begun to share our space at Whetten Graduate Center with seven staff members from the Office of Institutional Research (IR). IR's staff will be utilizing the OVPR Storrs office via our EMS reservation system for the next couple of years for two days a week. If you are in the office at the same time, please say hi and introduce yourself.
- You may have seen the email from Matt Cook on March 19, 2026, but if you have not, we have two new staff members for the OVPR Research IT Team. Please welcome and introduce yourselves to Alex DeNardo and Robert (Bob) Liddell. Welcome to UConn Alex and Bob!

Maintenance Notice:

Over the next several days/weeks, custodial services will begin to remove individual trash and recycling receptacles from offices and cubicles. This is a part of the plan to centralize trash and recycling locations within each building. This change supports both the university's sustainability efforts and cost-saving initiatives. By reducing the number of individual trash cans, we will significantly cut down on the thousands of trash bags that are sent to the landfill each week. In addition, because custodial staff will now be entering offices only once per month, removing individual trash/recycling cans will help reduce the potential for pests if waste is not emptied regularly.

Safety Alert:

The Department of Administrative Services and their Security Team have notified state agencies that they have received numerous inquiries and reports about scam phone calls targeting State employees. In these cases, the caller falsely claims to represent the State of CT Retirement Division. Please review this [DAS/BITS IT Security scam alert](#) for more information and what to do if you receive a call. Please contact the Department of Human Resources at 860-486-3034 or Benefits@uconn.edu with any questions.

OVPR Kudos

Please take a moment to check out the OVPR kudos page [OVPR Kudoboard](#). Email the OVPR HR team at OVPRHR@uconn.edu if you'd like to post.

Upcoming Deadlines

Actual or Estimated Date	Activity	Group	Applies to
April 15	An Annual Report of Activity and Achievement should be electronically submitted to your immediate supervisor within 2 weeks of notice (UCPEA CBA Article 21.2.b), or by April 15, whichever is earlier.	UCPEA	OVPR UCPEA Staff
April 30	UHP Performance Evaluations due in to HR per <i>Compensation Schedule</i>	UConn Health	UConn Health Professional Staff
May 1	Deadline for presenting UCPEA performance evaluation to employee (Article 21.2c)	UCPEA	OVPR UCPEA Staff
May 1	Mandatory Annual Compliance Training completion deadline UConn Storrs Learning@Work Link UConn Health SABA Link	UConn / UConn Health	All Staff
July 1	Employees complete their self-evaluation and identify up to four job-related goals and submit to their immediate supervisor.	MGMT/CONF	OVPR Management/Confidential Staff
July 31	Deadline for presenting Management/Confidential performance evaluation to employee	MGMT/CONF	OVPR Management/Confidential Staff