

OVPR Minute - March 2026

Official Information and Action Items for OVPR Staff

CORRECT CARDS =
CORRECT PAY

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

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

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.

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.

Career Progression Notice:

The March 2026 Career Progression application window is now open and will close on Tuesday, March 31st. Due to current fiscal constraints, university leadership salary increases tied to career progression will not be approved for the March 2026 period. With that said, the application period will still be open from March 1, 2026, to March 31, 2026, and employees are encouraged to still apply. Supervisors and managers will review and evaluate all applications, and any that meet the advancement criteria will be held for consideration in September 2026 or a subsequent application period. These applications will not need to be resubmitted. [Career Progression website](#)

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

Date	Activity	Group	Applies to
March 1	UCPEA Member Career Progression application period.	UCPEA	Eligible UCPEA Members
March 1	A notice of <u>Annual Report of Activity and Achievement</u> will be published in the UConn Daily Digest in accordance with UCPEA CBA Article 21.2.b. OVPR UCPEA staff are required to submit the reports to their supervisors	UCPEA	All UCPEA Members

Date	Activity	Group	Applies to
	within 2 weeks of the posted notice and no later than April 15, whichever is earlier.		
March 1	List of staff and guidelines for completion of Service Ratings/Performance Appraisals are distributed via email to directors by UC Health HR in accordance with collective bargaining agreements	UConn Health	All Staff
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 performance evaluation to employee (Article 21.2c)	UCPEA	OVPR UCPEA Staff