

Compliance Courier



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University FOIA Process

Background

As a state agency, the University is subject to the Connecticut Freedom of Information Act (FOIA). This means that any record created or maintained by the University is presumed to be available to the public, except under very limited circumstances.

What's new?

Paul McCarthy in University Communications will now serve as the contact for request for records received by the University. All FOIA requests should be directed to Paul as soon as a University office or employee receives he request in order to ensure that requests are processed in a timely manner in accordance with the State's FOIA rules. Paul may be reached at:

(860) 486-4430 or Paul.McCarthy@uconn.edu.

Compliance Chats

Compliance Chats is a new podcast series created by the Office of Audit, Compliance and Ethics. Each podcast will provide an overview of a University compliance topic with information and resources that may be helpful throughout your time here at UConn. The first "Compliance Chats" episode was on Records and Information Management ("RIM"). Check it out at: <http://audit.uconn.edu/compliance-chats-a-podcast-series/>.

Future episodes include topics such as the Minor Protection Program and Privacy.

REPORTLINE



1-888-685-2637



<https://uconncares.alertline.com/gcs/welcome>

UConn Lactation Policy

The University recently adopted a Lactation Policy effective 12/20/2016. This new policy reinforces the University's commitment to providing a supportive environment for employees and students who are breastfeeding. The policy enables employees and students to express milk in a private place, have reasonable break time and a location within five minutes of their work and study areas.

Please review the full policy at <http://policy.uconn.edu/?p=7009>. Procedures, which include specific guidance for students, employees, graduate assistants and supervisors, are available at the end of the policy.

Additional Resources and Contacts for this Policy:

Human Resources

(860) 486-3034

Student Health Services

(860) 486-0765

List of Lactation Facilities

<http://hr.uconn.edu/worklife/>

Annual Compliance Training is Here!

IN PERSON TRAINING: In-person sessions of the 2017 Annual Compliance Training will be held in the Student Union Theatre. Employees should register for in-person sessions as early as possible as seating is limited and is provided on a first come, first served basis.

Registration for the sessions may be accessed using this link: https://uconn-storrs.sabacloud.com/Saba/Web_spf/NA1PRD0098/common/ledetail/cours000000000004985

Employees will not be admitted (and will not receive credit) if they are later than 10 minutes. Please bring your University ID so that we may record your attendance.

Annual Compliance In Person Training sessions will take place on the following dates:

Wednesday, February 15, 2017 at 10:00-11:30 AM

Monday, March 13, 2017 at 2:00-3:30 PM

Tuesday, April 18, 2017 at 1:00-2:30 PM

Thursday, May 4, 2017 at 10:00-11:30 AM

This year's topics include:

- The University Code of Conduct and the Importance of Individual Behaviors
- The University Guide to the State Code of Ethics
- Equipment Inventory and Other UConn Property
- Effort Reporting and Key Reminders and Updates on Policies

Cancellations: Please remember to check your email during inclement weather for possible cancellations. Those sessions cancelled due to weather will be rescheduled at a later date.

Completion Deadline: The deadline for this year's training is May 17, 2017.

Online Compliance Training should be available at the end of February.

For questions regarding the training, please contact OACE via e-mail: compliance.training@uconn.edu.

To request an accommodation under the Americans with Disabilities Act (ADA), to attend any program course or session listed, University employees are encouraged to contact Ryan Bangham, ADA Accommodations Case Manager, Human Resources at hr@uconn.edu.

