

Annual Report

Fiscal Year 2024

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Introduction

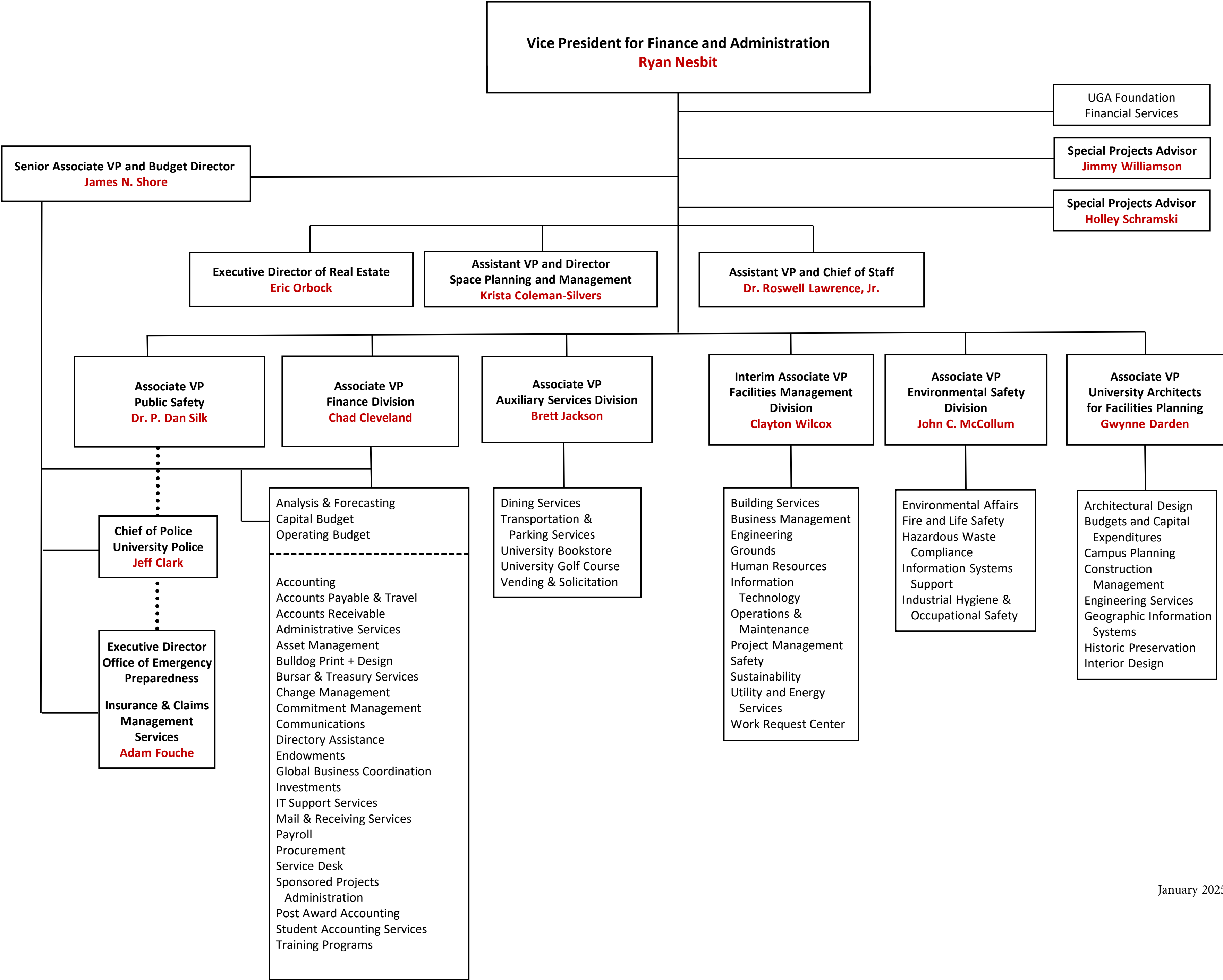
This report highlights key information and major accomplishments from Fiscal Year 2024 (July 1, 2023 – June 30, 2024), representing the central divisions and offices within Finance and Administration (F&A) at the University of Georgia.

- Auxiliary Services
- Emergency Preparedness
- Environmental Safety
- Facilities Management
- Finance
- Insurance & Claims Management
- Office of the Vice President for Finance and Administration
- Real Estate
- Space Planning & Management
- Public Safety
- University Architects for Facilities Planning
- University Human Resources
- University Police Department

Note: This list reflects F&A's organizational structure during FY24 and may not align with structures beyond this period.

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Organizational
Chart



Our Story

Mission & Vision

The Finance and Administration (F&A) team is committed to providing exceptional stewardship of the University's financial, human, and physical resources. F&A units serve the University of Georgia's students, faculty, staff, and the broader community. F&A supports and enables the University to achieve the excellence it aspires to through its instruction, research, public service, and student life missions. Everything we do is done in close collaboration with partners from across the institution and by striving to become the University's trusted advisors. As we execute our fundamental objectives, service and stewardship reign as the cornerstones of our mission statement.



Opportunities

Continuous Process Improvement through data analysis.

Peer Review & Assessment to ensure student success and strive for excellence among our peer and aspirant institutions.

Communication & Service by encouraging collaboration and staying focused on customer service.

Purposeful Partnerships within and beyond the University that strengthen F&A's ability to serve

Diversity Focus through dedication to equity, diversity, and inclusion.

Succession Planning and Professional Development to equip and support staff while providing a variety of growth opportunities.

Our Values

Integrity

Finance and Administration team members commit to maintaining the highest degree of ethical and legal standards. We emphasize honesty, reliability, cooperation, collaboration, open communication, and participative decision-making. We commit to a productive and conscientious performance of our responsibilities.

Excellence in Service & Innovation

Finance and Administration staff provide superior quality service. We constantly seek opportunities to enhance services and processes through a commitment to innovation and continuous improvement; exceed customer expectations; and make the best use of University resources. We understand that creating an environment of excellence in service and innovation requires a commitment to the ongoing professional development of all F&A employees.

Teamwork through Mutual Respect & Fairness

Finance and Administration's greatest strength is its people, and we realize that our team is strengthened through the diversity of the members who comprise it. We accept and value the differences of individuals and treat everyone with fairness and respect. We extend the same treatment to all colleagues and partners inside and outside the University.

Student- Centric Approach

While many Finance and Administration functions may not be directly connected with the student experience, F&A commits to providing services, support, and resources that enhance the overall student experience. This focus is key to every decision we make.

By the Numbers

From ensuring campus safety and sustainability to managing finances, facilities, and student-focused services, these numbers help tell the story of F&A's commitment to operational excellence. Each figure represents the hard work and dedication of our teams as we strive to enhance the student experience, protect resources, and support a thriving campus community.

13,800+

Meal plans sold

\$25,000

UGA Foundation
Scholarship donation

\$15.7M

in Bookstore sales

25,000

Meals served daily

11th

Campus Market location opened
at School of Social Work

\$5,000

awarded in annual
textbook scholarships

48,400

Rounds of golf hosted

2.9M

Passengers carried by
Transportation &
Parking Services

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\$1.65M

utility costs savings
by FMD's UEM
Commissioning Team

164

projects managed by OUA,
totaling **\$890M+** in budgets

115

trees planted by FMD
Grounds Department

44,083

preventative and corrective
work orders completed by
FMD O&M

337

contracts authored and executed
for design and construction
related service

14,000+

trees managed by FMD
Grounds Department

151

infrastructure and
construction projects
managed by FMD

1,147

invoices processed by OUA,
totaling **\$72M+**

By the Numbers

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1,853

eye wash stations
inspected by ESD

646.77

tons of recycling processed
by Waste Reduction Services

1,871

hazardous waste pickup
requests completed

9,728

fire extinguishers inspected
in **500** buildings by ESD
Fire Safety Program

65

student internships provided
through FMD Sustainability

720

real-time requests answered
by ESD Information
Systems Support

1,029

fire and life safety
inspections completed in
800+ buildings statewide

237

students enrolled in and **49**
graduated with Certificate
in Sustainability

By the Numbers

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\$280M+

in scholarships disbursed
to **29,947** recipients

95,210

purchase orders issued
through the Finance Division,
totaling **\$430M**

\$1.06B

in gross pay processed for
21,855 employees

\$635M+

in tuition and fees assessed

24,483

transactions processed
through Billing and Accounts
Receivable, totaling **\$450M**

1M

pieces of mail delivered to **242**
departments in **177** buildings

6,494

sponsored awards and
modifications processed,
totaling **\$412M**

3.1M+

impressions made for
publications through
Bulldog Print + Design

By the Numbers

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11,012

hiring proposals created
within UGAJobs platform

11,437

Journeys Performance/
Staff Competency trainings
completed

152,787

courses completed in PEP

61,421

applications submitted
through UGAJobs platform

600+

seats replaced in 20 classrooms
by OSPM to support Active
Learning

11,612

in-person workshops
completed through Learning
& Development

30,016

tickets processed through
UHR online support

237

F&A staff members
recognized for **2,720**
collective years of service

By the Numbers

From ensuring campus safety and sustainability to managing finances, facilities, and student-focused services, these numbers help tell the story of F&A's commitment to operational excellence. Each figure represents the hard work and dedication of our teams as we strive to enhance the student experience, protect resources, and support a thriving campus community.

\$5.5B

in UGA assets managed
by Insurance and Claims
Management

605

cases handled by UGPD
Criminal Investigation
Department

10,162

students, faculty, staff, and
parents trained through
172 sessions

16,908

total downloads of the
UGA Safe app

50+

presentations delivered by
the Office of Public Safety on
campus safety initiatives

13,759

hours of training completed
by UGPD across all
disciplines and topics

48

new members trained in
UGA CERT

\$15,085

worth of donations
provided to Athens
residents in-need

Student Services & Academic Support

Major Accomplishments

Auxiliary Services

In FY24, the University of Georgia was awarded a \$7.2 million grant from the Federal Transit Administration that will enable UGA's **Transportation & Parking Services (TPS)** to acquire up to eight additional fully electric buses. Secured in partnership with the Georgia Department of Transportation (GDOT), the grant marks another leap forward in UGA's commitment to operational sustainability and efficiency in campus transit.

Additionally, TPS secured eligibility for Federal Transit Administration (FTA) FY 2025 Section 5307 Formula Funds for Urban Areas through an application in partnership with the GDOT. These

federal funds provide essential resources for operating support and transit-related planning. In the past year, TPS has added over 700 permitted spaces on campus in the new Tate Surface Lot, the East Side Park & Ride, the Club Sports Complex, the Health Sciences Campus, Phase V of the College Station Park & Ride, and expansion of parking at Veterinary Medicine on the main campus. Another 1,300 parking spaces will be available by fall 2025. Most notable is the West Campus Parking Deck II, which will feature 1,097 spaces near the West Campus residence halls and the new West Campus Dining, Learning, and Well-being Center.

The new Dining, Learning, and Well-being Center broke ground in May of 2024. The multi-use facility will serve as a center for dining, wellness, nutrition, and study space. The top two floors of

the facility will consist of a dining commons with approximately 800 seats. The facility's bottom floor will contain learning classrooms, a University Health Center ancillary clinic for medical and mental health services and a space for nutrition counseling. The proposed classrooms also will provide evening meeting space for student organizations.

After a very competitive RFP process, a 10-year contract for the management of the **UGA Bookstore** was awarded to Follett Higher Education. The new contract includes an interior refresh of the existing Bookstore as well as annual scholarship funds to provide course material assistance. Follett has been a valued supporting partner for over 20 years and will continue to ensure that UGA develops programs and opportunities for UGA students to excel and thrive.

Student Services & **Academic Support**

Major Accomplishments



01.

01. UGA West Parking Deck rendering

02. Dining, Learning, and Well-being Center rendering, northwest view

03. Dining, Learning, and Well-being Center rendering, southwest view



02.



03.

Student Services & Academic Support

Major Accomplishments

University Police

During the 2024 fiscal year, the University of Georgia Police Department (UGPD) prioritized the safety of students, faculty, and staff. On October 30th, 2023, the UGPD established a new precinct in the Tate Student Center. This precinct is located in suite 128 and is currently staffed by the sworn officers assigned to **UGPD’s Bureau of Employee Health, Standards, and Training**. These officers are primarily responsible for all training programs associated with the police department, including new officer field training, de-escalation training, firearms skills training, and active threat response training. This precinct will be open most days during regular business hours so visitors to the Tate Student Center may see an

increased law enforcement presence there.

To operationally enhance campus security, UGPD conducted numerous security assessments. Building checks increased by 12%, officer foot patrols rose by 5%, while overall crime rates decreased by 14%.

The **Criminal Investigation Department** handled a total of 605 cases, with several notable investigations detailed below:

- A murder investigation that led to an arrest in under 24 hours.
- Several fraud cases, including one where a warrant was issued in September 2023 for a suspect accused of embezzling over \$40,000 from the athletics department.
- The arrest of a convicted felon for burglary,

who stole from housing residents on three occasions.

- An armed robbery incident where the suspect was apprehended within minutes.

In addition to the above, we continued to foster trust with our campus partners by participating in outreach events both on campus and within the broader Clarke County community. Some highlighted events included:

- Faith and Blue religious event at Chestnut Grove Baptist on October 8, 2023
- National Night Out event on July 29, 2023
- Be Well festival on September 12, 2023
- Coffee with a Cop on January 25, 2024
- Career Day at Fowler Drive Elementary on February 5, 2024
- Touch a Truck event on February 20, 2024

Student Services & Academic Support

Major Accomplishments

Public Safety

Public safety at the University of Georgia is a collective effort that reaches across divisions and schools and relies on the input and cooperation of the entire UGA family. Together, we strive to co-produce the safe and secure environment our campus community deserves. We are committed to processes that emphasize continuous improvement and attention to innovation in public safety. We strive to make our community safer each day by working in partnership with our UGA colleagues, public safety partners at other local, state and federal agencies, and our wider community.

In FY24, the office of the Associate Vice President

for Public Safety was created, designed to strategically align campus safety initiatives and incorporate innovation and research into public safety planning.

The University's security technology programs were consolidated under one umbrella program as the Campus Safety Technology Initiative, strategically managing the application of security cameras and access control, and other closely related technologies.

More than 50 presentations were delivered to campus and community partners, including other law enforcement agencies, UGA departments, and student groups, focusing on public safety.

A new partnership with Marketing and Communications was introduced, through which

the University Spokesperson and Senior Advisor on Crisis Communications dedicates 50% of his time to increasing emergency preparedness across campus via crisis communications presentations, 13 of which were conducted in six months.

Additionally, two new multi-disciplinary working groups were created on campus, focusing on traffic safety, and identifying and minimizing sources of harm to our community.

Student Services & Academic Support

Major Accomplishments



01. Coffee With a Cop event at the Tate Student Center

02. UGPD members at the University of Georgia Gwinnett campus



Financial, Administrative, & Human Resource Support

Major Accomplishments

Finance

Despite challenges posed by staff shortages and retirements, the Finance Division demonstrated innovation by finding effective ways to train new hires while meeting customer needs in FY24. Cross-training initiatives continued to boost employee engagement, while professional development opportunities enhanced skills, supported retention, and promoted well-being. These efforts reflect the division’s commitment to steward University resources responsibly and build trust as strategic partners and advisors. By doing so, we support the University’s mission to educate future leaders, conduct life-changing research, and serve communities across Georgia and beyond.

The **Accounting Department** received the Award of Distinction for Excellent Financial Reporting from the Georgia Department of Audits and Accounts. This award is presented to organizations that submit quality financial statements and supporting documentation in a timely manner, whose annual financial report is given an unmodified audit opinion, and is free of any significant deficiencies or material weakness.

Student Account Services began offering GradGuard Tuition Insurance in Fall 2023 and implemented the Graduate Tuition Return Incentive Program to increase graduate assistantships to increase graduate assistantships.

Programs and Change Management coordinated the resolution of more than 40 business process enhancement requests from

colleges, schools, and units as part of continuous improvement initiative. They also launched new reports and dashboards that improve efficiency and data-driven decisions, including the Sponsored Project Activity Report, Center & Institute Credit Report, Tuition Waiver Compliance Report, and Graduate Assistant Benefits Subsidy Report.

SPA Post-Award Accounting reduced outstanding collections by 10%.

The **Payroll Department** reduced off-cycle payroll requests by 9.2% after enhancing processes to ensure accuracy.

Accounts Payable implemented new Smartsheet-based processes for taxable travel to create automation and increase efficiency.

Financial, Administrative, & Human Resource Support

Major Accomplishments

Emergency Preparedness

The Office of Emergency Preparedness (OEP) partnered with SGA, Student Affairs, EITS, and the Office of Institutional Research to automatically add student cell phone numbers in the UGA Alert system, increasing our ability to get critical information to students in an emergency.

They helped the University successfully obtain \$319,243 in public assistance reimbursement from FEMA for damages sustained at the UGA Griffin campus during the January 2023 tornado.

OEP assisted UGA Extension by providing

preparedness content at each of the Extension district conferences in fall 2023 and Stop the Bleed training at the Extension winter conference in January 2024.

They also partnered with the ACC Community and the Institute for Disaster Management to conduct a community-wide full-scale exercise at Athens Ben Epps Airport.

Insurance & Claims Management

The Office of Insurance and Claims Management (ICM) began the process of transitioning the worker's compensation claim reporting function from UHR to ICM. They also started building a new claims reporting and management system in Smartsheet, transitioning from an internal legacy system.

ICM began a new transient insurance invoicing system to improve the accuracy and efficiency of the process to charge UGA units for transient property insurance premiums.

Financial, Administrative, & Human Resource Support

Major Accomplishments

Office of the Vice President for Finance and Administration

The Office of the Vice President for Finance and Administration (OVPFA) provides support to all F&A divisions and central offices while also administering unit-wide initiatives and providing oversight to central F&A committees.

In December 2023, the F&A Culture and Belonging Committee hosted the third annual F&A Holiday Outreach Initiative. The event raised \$15,085 in gifts and monetary donations to support nine families and four seniors in Athens-

Clarke County.

In March 2023, the F&A Staff Recognition Committee (FASRG) hosted the 5th annual Staff Resources Fair to showcase resources and opportunities for UGA staff.

In May 2024, OVPFA held its 19th annual F&A Staff Recognition Ceremony, recognizing 237 honorees for years-of-service milestones, 24 merit award finalists, and four outstanding teams.



(Above) Finalists for the Newcomer Merit Award during the 19th Annual F&A Staff Recognition Ceremony.

Capital Planning & Infrastructure Support

Major Accomplishments

University Architects

The University of Georgia Office of University Architects recently completed a \$64.3 million renovation of Cedar Street Building C, marking the completion of Phase I of the Science and Ag Hill Modernization. This milestone brings UGA one step closer to fulfilling a multi-year capital plan to build, renovate, and modernize hundreds of thousands of square feet devoted to research, instruction, and innovation on our South Campus.

Originally opened in 1960 as the Chemistry Building, Cedar Street Building C was part of a collection of six buildings—together known as the Science Center—that helped the University of Georgia become a Research 1 institution more

than 50 years ago. Now, the over 107,000 square feet of updated building space will house state-of-the-art laboratories and support spaces, advancing UGA’s robust research enterprise and facilitating collaboration among our faculty and students in entomology, cellular biology, microbiology, and related fields.

In the Fall of 2023, the University of Georgia Office of University Architects completed construction the new Poultry Science Building on UGA’s south campus. The \$54.1M facility reflects continued investment in students and focuses on advancing agriculture and the poultry industry in our institution and the state.

The new home for the department of poultry science will give faculty, staff and students access to modern labs, collaborative meeting spaces

and classrooms with the latest technology. The expanded resources found throughout the 70,000-square-foot facility will enhance students’ experiences and strengthen the poultry science department’s abundant learning and development opportunities. This building is one of many recent examples of the university’s commitment to research and scientific advancement as well as to the state of Georgia as a whole.

Capital Planning & Infrastructure Support

Major Accomplishments

Environmental Safety

The Environmental Safety Division (ESD) collaborated with the Office of University Architects and contractors to ensure regulatory compliance during Phase 1 of the Science and Ag Hill Modernization project. **The Office of Fire and Life Safety** reviewed construction designs for code compliance, conducted periodic inspections, and worked with project managers to ensure implementation. After a successful final inspection, the office issued a compliance report and secured a Certificate of Occupancy in partnership with the State Fire Marshal.

The **Hazardous Waste Management Team** engaged with stakeholders, including faculty and

contractors, to oversee safe laboratory relocations and compliance with hazardous materials regulations. The team categorized and disposed of chemical waste, deconstructed lab plumbing to collect regulated materials, and supervised the transfer of thousands of chemical containers to new laboratories.

In FY24, ESD implemented a Corrective Action Plan, approved by the Georgia Environmental Protection Division for the Milledge Avenue landfill site. Monitoring involved sampling groundwater wells and sediment from downgradient surface streams.

Key corrective actions included quarterly high vacuum vapor extractions to address landfill contaminant sources, installation of a reactive permeable barrier to intercept and remediate

groundwater plumes, and tri-annual injections of sodium persulfate into bedrock wells to break down remaining contaminants.

To enhance after-hours safety protocols for chemical research and teaching labs, ESD launched an initiative to collect and provide emergency contact information for lab personnel to first responders. Using the Chematix system and routine lab inspections, the program ensured data was updated and securely accessible to authorized responders.

Future plans include a dedicated, secure website with enhanced search functions to streamline access for dispatchers. This program reflects ESD’s commitment to the safety and well-being of the campus community.

Capital Planning & Infrastructure Support

Major Accomplishments

Facilities Management

The Facilities Management Division (FMD)’s **UEM Commissioning team** achieved \$1.65 million in utility cost savings through their campus-wide energy conservation efforts and focused building retro-commissioning projects and garnered \$113,500 in Georgia Power rebates for campus energy efficiency improvements.

FMD’s **Operations and Maintenance team** completed 18,637 corrective maintenance work orders and 25,446 preventative maintenance work orders.

151 infrastructure and construction projects (ranging from \$100K to \$6.3M) were managed

by the **Maintenance Project Management Department**.

FMD’s newly formed **Pest Control Team** completed 960 pest control work orders.

FMD **Sustainability** provided 65 student internships and supported 237 students enrolled in the Interdisciplinary Certificate in Sustainability, seeing 49 student graduates.

FMD’s **Waste Reduction Services** disposed of 6,178.85 tons (1% decrease from FY23) of landfill waste and recycled 646.77 tons 637.31 tons (49% increase from FY23) via single stream recycling effort, 213.14 tons (7% increase from FY23) of scrap metal, and 260.1 tons (18% decrease from FY23) of compost.

FMD’s **Green Labs Program** won “Outstanding Green Lab Program” in 2023 with The International Institute for Sustainable Laboratories (I2SL)

FMD’s **Grounds Department** planted 115 trees and managed over 14,000 trees via its new urban forest management program.

Capital Planning & Infrastructure Support

Major Accomplishments

Real Estate

The UGA Real Estate Foundation (UGAREF) continued to evaluate potential property acquisitions to protect the borders of campus. (Includes completing the transfer of ownership of 142/150 Oconee Street to UGA.)

UGAREF also continued to work with the relevant UGA Finance and Administration departments to identify opportunities to reduce UGA’s costs associated with renting space from third-party landlords.

Space Planning & Management

In FY24, the Office of Space Planning and Management (OSPM) co-led efforts to establish the Laboratory Relocation and Decommissioning work group, which has now become a subcommittee of the Research Safety Committee, enhancing the university’s approach to laboratory safety and organization.

OSPM successfully planned and managed the relocation of the Poultry Science Department into the new Poultry Science Building. Additionally, OSPM coordinated temporary and permanent relocations of 9 instructional laboratories and

nearly 40 research laboratories within three departments as part of the Science and Ag Hill Modernization Phase 1 project.

As part of ongoing campus improvement, OSPM planned for the re-occupancy of the Holmes-Hunter Academic Building following its renovation and replaced more than 600 seats in nearly 20 classrooms to enhance active learning environments. Further supporting the university’s Quality Enhancement Plan goals, OSPM identified, redesigned, and managed the renovation of a model active learning classroom.

OSPM also oversaw the relocation of contents from 570 Prince Avenue and executed renovations in the Miller Learning Center and McBay Science Library to support the Jill and Marvin Willis Center for Writing.

Acknowledgments

This report represents the combined efforts of all staff members within UGA Finance and Administration. We would like to acknowledge their roles in the many accomplishments found herein, as well as the efforts of those responsible for compiling the information presented.

We would like to offer a special thanks to the Finance and Administration staff members who assisted in the design of this report:

Hayley R. Clement

Director of Communications

Office of the Vice President for Finance and Administration

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