

Letter from the Associate Vice Chancellor for Facilities Management

A new academic year approaches. We expect to see over 23,200 students on campus for the fall semester. This is an increase of over 800 students from last year. Our University continues to grow, as does Facilities Management. I see real progress in many areas of our campus and our Department. Perhaps most importantly, we continue to focus on customer service and continuous improvement. In our business, if you are not moving forward, you are sliding backward. Facilities Management is definitely not sliding backward.

Over the past year, we have implemented new processes in work orders, preventative maintenance, and informal projects, and we deployed the **Archibus software system** to support these processes. This is a major change and we continue to improve the system as each week goes by. The **reorganization of Maintenance and Operations** was another major change for our organization. So far, I have been encouraged by the results of this change. I greatly appreciate the way all of you have embraced this change and have committed to make it work. I truly believe it will make us more customer focused, create a greater sense of ownership and pride in our work, and provide greater promotion opportunities for employees as time goes by. As we complete the transition to the Zones, one caution, make sure we keep **team-work** between the Zones and with the Central Shops at the forefront of everything we do.

I am sure you have noticed that the **new Front Entrance** to campus from University City

Boulevard (Hwy 49) is now open. Great job by our Capital Group to complete this project on time and within budget! The University finally has an entrance feature befitting of a major research university. I also want to commend Grounds on the improvements they have made to campus over the past few months. The newly landscaped areas and flower beds greatly enhance the overall appearance of our campus. Thanks for a job well done!

Finally – Be safe out there – watch yourself and watch your teammates. Identify risks on any job you are performing and take action to mitigate them. All accidents are preventable. The goal is no more accidents this year!

As we move forward, let us focus on having a successful start to the upcoming academic year and on serving our customers better. Keep working together to **“Create a Campus of Distinction”**.

Philip M. Jones, P. E.
Associate Vice Chancellor for
Facilities Management

<i>Inside this Issue</i>			
Employee of the Quarter	2	Remembering a Friend	12
Team of the Quarter	3	Recycling Corner	13
Focus on Staff	3	7th Annual Picnic Highlights	15
Jessica Deal - Idea of the Year	6	Health & Safety Zone	16
Promotions & New Hires	7	Farewell to Kao Vang	17
News from the Business Office	8	5 P's of Making a Change	18
Capital Projects' New Arrivals	9	Happy Birthday List	19
Facilities' Annual Summary	10	Calendar of Events	20

EMPLOYEE OF THE QUARTER

Congratulations to Uma Pandya, Housekeeping, who was honored with the “Associate Vice Chancellor’s Employee of the Quarter” award.

This award is presented to an individual with exceptional performance above and beyond expected duties, exhibits outstanding customer service, and demonstrates creativity and initiative resulting in outstanding measurable outcomes during the quarter.

Harold Hill submitted the customer service award nominating Uma Pandya. It stated she is “one of the hardest working people” he has seen here at UNC Charlotte. “She constantly goes out of her way to help whenever she is needed.” Not a day goes by without Uma’s bright smile and kind words. She makes working here a real pleasure and her dedication to duty and selfless service should serve as an example to others.

Uma works in the Kennedy building which is currently under construction. She is a small-framed woman; however, during construction of this building, Uma drew upon a tremendous amount of physical strength to carry a large volume of trash from the Kennedy building in order to keep the construction site orderly and safe.

Uma is always there to help. Bonnie Peoples, Uma’s supervisor, shared an incident in which one night someone in the Brocker Health Center suffered from a severe nosebleed, leaving a pool of blood in the parking lot. Upon hearing the call, and knowing her supervisor was busy, Uma grabbed her red scrub bucket and responded via radio with an immediate offer to assist with cleanup of the mess, which was a potential bio-hazard.



A humble lady of few words, here is what she had to say about winning the award, “*It is a real inspiration for more personal dedication forever.*”

She has been employed with Housekeeping since May 2006, almost four years after her husband joined our staff in 2002. Because she enjoys her work, she stated, “*I don’t find any part of my job to be difficult. It is a great place to work with wonderful staff. Facilities Management is wonderful.*”

Her favorite pastime is cooking, watching television, and taking care of her children and husband. Yes, she is the wife of Subhashchandra “Subhash” Pandya, Housekeeping Supervisor for Colvard Zone on third shift.

She summed up the interview by saying, “*I love to work all seven days and keep up the great hospitality for the campus and Facilities Management.*”

Thank you Uma!

Brian Guns
Housekeeping and Recycling Director

TEAM OF THE QUARTER

Congratulations to Pat Smith and Lucille White, Recycling, who were honored with the “Associate Vice Chancellor’s Team of the Quarter” award.



This award is presented to a team with exceptional performance above and beyond expected duties; exhibits outstanding customer service with fellow workers, and the university staff; and demonstrates creativity and initiative that results in outstanding measurable outcomes during the quarter.

What did Lucille White and Pat Smith do that was so special and caused them to win the “Team of the Quarter” award? After all, Recycling has a reputation of accomplishing extraordinary feats and there were others who were nominated for the Team award who were also deserving of recognition. What made Lucille and Pat stand out?

Let’s begin with the front page article in the Campus News, July 16th. Dr. Bei-Tseng (Bill) Chu, had just been appointed interim dean of the College of Computing and Informatics and, as a consequence, was having to relocate his office in Woodward Hall from the 3rd floor to

the 4th floor. Having been a part of the UNC Charlotte faculty since 1988, Dr. Chu had a need for many boxes and availed himself of the opportunity to clean-out.

Recycling was called for assistance and, when Kelly Freshcorn made Lucille and Pat aware of the need, they immediately responded. Over the next several days, they maneuvered “trotters” (big recycle bins to you and me) up to the third floor, filled them, and maneuvered them back down to the ground level again; provided boxes, helped to clean out the whole office, and made themselves accessible to help in any way possible.

According to Pearl Brown (Dr. Chu’s Admin), all of this was done with energy and vitality and it was clearly evident they truly enjoy their job. Their outstanding attitudes were “contagious”, Ms. Brown stated, and no one could have a bad day around them.

When asked, Lucille and Pat told me they are a “team.” If one is a little off the other one picks up the slack. They both feel that because you spend more time with your coworkers than you do members of your own family a close working relationship is essential. They both enjoy serving others, take a lot of pride in doing a good job, and if they have any personal problems, those problems are left at home.

Their work ethic is truly inspirational.

**Carolyn Hinkle
Zone 1**

“There’s only one way to succeed in anything, and that is to give everything.”

– Vince Lombardi, football coach

FOCUS ON STAFF

SAFE TEAMS OF THE QUARTER

(Statistical Information provided by UNC Charlotte Safety Office)

THE FOLLOWING TEAMS HAD NO ACCIDENTS APRIL - JUNE 2008

Maintenance & Operations

Central Operations Office, Fire Alarms/High Voltage, Key Shop, Renovations, Steam Plant, Zone 1, Zone 2, Zone 4, and Zone 6

Housekeeping & Recycling

Colvard Area, CRI Area, East Area, Kennedy Area, North Area, South Area, West Area, Woodward Area, and Recycling



Pictured left to right are: John Garst - Zone 1, Christopher Moose - Central Operations, Henry Bennett - Recycling, Bob Lewis - Fire Alarms, Jim Campbell - High Voltage, Jim Kay - Zone 2, Gaynell Williams - Housekeeping (North), Andy Lavoie, Key Shop, Robert Braun - Zone 5, James Mechum - Steam Plant, Bob Fitzgerald - Zone 6, Tim Smith - Zone 4.

FRIENDLY REMINDER

Compensatory time earned for the third quarter Employee Awards Program must be used within 90 days of receipt (**by October 28, 2008**).

If you do not use it, you will lose it!

To view all awards photos and read detailed descriptions of nominations, please visit our web site at:

<http://fmbld02.uncc.edu/Awards/default.asp>

FOCUS ON STAFF

INDIVIDUAL AWARDS

Customer Service (nominated by Campus or Internal Customers)



Annie Joyner

- * David Allen, Housekeeping
- * Ruth Ann Cook, Housekeeping
- * Jerome Crawford, Automotive
- * Annie Joyner, Housekeeping
- * Savararia Harrison, Housekeeping
- * Nelly Lezama, Housekeeping

Awards for Excellence (nominated by Facilities Management Staff)

- * David Adams, Housekeeping
- * Candis Clemons, Housekeeping
- * Clara Crawford, Housekeeping
- * Johnnie Doyle, Housekeeping
- * Katherine Humphries, Housekeeping
- * Crystal Mason, Housekeeping
- * Phil Meacham, Zone 5
- * Subhash Pandya, Housekeeping
- * Bobby Robinson, Automotive
- * Darrell Steele, Housekeeping
- * Shari Thompson, Housekeeping
- * Greg Towne, Housekeeping
- * Justin Windenhouse, Grounds

TEAM AWARDS

Customer Service (nominated by Campus or Internal Customers)

- * Ruth Ann Cook, Savararia Harrison
- * Pauline Simuel, James Crump, Ruth Cook, Savararia Harrison, Uma Pandya, Elvia Salvador, Velton Singletary, Linda Wiley, David Allen, Mae Harris, Mary Smith, Yves Byron (pictured below)



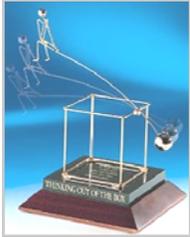
"Customer Service is a function of how well an organization is able to constantly and consistently exceed the needs of the customer."

Awards for Excellence (nominated by Facilities Management Staff)

- * Diana Park, Pershell Leak, Lotoia Young, Sarah Chie, Rosylin Douglas, Deborah Dees, Galina Neyfel'd, Tammie Farr, Maria Lopez, Reginald Fils-Aime
- * James Brown, Jeffrey Adams, Mario Moore, Elzy Neely
- * Darrell Steele, Greg Towne, Paul Dilgard, Mike Brown, Karl Scott, Lyvie Alvinzy, Shari Thompson, Roger Forney

FOCUS ON STAFF

Jessica Deal ***Idea of the Year Award Winner!***



The third annual *Idea of the Year Award* was presented to **Jessica Deal**, Maintenance and Operations. Pictured below Phil Jones presents Jessica with the “*Thinking Out of the Box*” award at the All Employees Meeting held on July 17.

This award is presented to an individual or group of individuals who reflect thinking “out of the box”. The idea should be reasonable and provide Facilities Management cost-savings and/or improve overall productivity, in support of Facilities Management’s strategic management goals and the University’s mission.

Jessica submitted an idea of using a dog trainer to bring his or her dogs out to train in the areas where we have the geese problem. She knew it had worked at a hospital in Winston-Salem where the geese have not returned. Furthermore, it has a minimal cost compared to other methods used to hinder the geese population on campus.

The idea was approved, implemented, and worked well. Joey Cochran, Grounds Superintendent, stated, “This program was very successful. The population at one time was likely 200+ and now is sometimes as low as a handful in the lake areas. Also, we only had seven young birds this year – most nesting pairs have gone off campus.”

Other employees who submitted an approved idea were Noella Paquette, Business Office; Casi Shepardon, Planning; Kathy Fisher, Motor Fleet; Carolyn Hinkle, Zone 1; Jim Kay, Zone 2, and Lanny Caudle, Grounds. Each employee received their choice of a Facilities Management/UNCC engraved pen or key chain.



State Employee Salary Increases



As most of you now know, on July 11, 2008 the North Carolina Senate and House leaders reached a final compromise on the state budget for the upcoming fiscal year. The budget included \$368 million for an average 3 percent increase for public school teachers and 2.75 percent salary increase or \$1,100, whichever is the greater, for state employees. The increase is in effect as of July 1 for all full-time and part-time permanent employees (including probationary) who are subject to the State Personnel Act (SPA).

This increase should be reflected in August 29th paychecks.

FOCUS ON STAFF

PROMOTIONS

Housekeeping

Macien Jean-Giles, Floor Maintenance Assistant

Facilities Information Systems

Raymond Dinello, Director

Maintenance and Operations

Lance Anderson, Zone 1 Supervisor

Art Sutherland, Zone B Manager



NEW HIRES

Capital

Jennifer Evans, Facilities Construction Engineer I

Brian Kugler, Facilities Construction Engineer II

Design Services

Amanda Felock, C&R Design Technician II

Cheryl Lansford, Interior Designer

Facilities Business Office

Maurice John, Training and Safety Coordinator

Grounds

David Haigler, Grounds Worker

Housekeeping

Sara Brooks, Housekeeper

Audrey Brumskine, Housekeeper

Edison Cobos, Housekeeper

Cleveland Johnson, Housekeeper

Maria Lopez, Housekeeper

Maintenance and Operations

Christy Carroll-Case, Administrative Support Associate

Planning

Elizabeth Frere, Landscape Architect

Richard LaLiberte, Facilities Planner III - Real Estate Advisor

Recycling

Shannon Caveny-Cox, Administrative Support Associate

Zone 1

Rocco Germani; Maintenance Mechanic III

Zone 6

John Roth; Electrician I, 2nd Shift



Introducing...

I would like to take this opportunity to introduce to the FM family some new additions to the Facilities Management Business Office. They are **Wanda Alhizer**, **Rhona Jackson**, and **Sonia Perez**.

Wanda is the Office Manager. She comes to us with experience as Office Manager at Hynes Inc., a sales and marketing company; and as a purchasing representative with E. I. DuPont. She is a Charlotte native and lives here with her husband Al. Her favorite pastime is being with her grandchildren, ages 5 and 7.

Rhona is the Procurement and Grants Specialist. She performs a wide variety of research, coordination and development activities for funding proposals, develops and writes proposals, and performs administrative support tasks.

Procurement Specialist or better yet, Administrative Support of the procurement process for Facilities Management includes but is not limited to:

- * Accepting, reviewing for completeness and processing procurement requisitions to obtain proper approvals.
- * Entering requisition data into Banner Financial System.
- * Maintaining databases with up-to-date status on procurements.

And Sonia is the Account Reconciliation Specialist. She moved to North Carolina last year from New York due to a great job opportunity her husband received. She previously worked at Eastman Kodak Company/Danka Office Imagine Company for 18 years. Her roles included office manager and administrative supervisor.



Sonia Perez, Rhona Jackson, and Wanda Alhizer

Accountants do have a sense of humor contrary to what some believe. Here are some accounting jokes for you.

What's the definition of an accountant?
Answer: Someone who solves a problem you didn't know you had in a way you don't understand.

Here is another, *what's the definition of a good tax accountant?* Answer: Someone who has a loophole named after them.

Maurice John
Facilities Business Office

The secret of joy in work is contained in one word - excellence. To know how to do something well is to enjoy it.
- Pearl Buck

New Arrivals in Capital Projects

Brian Kugler joined our team May 28th as a senior project manager. He comes to us from Stantec Consulting Services, Inc. and we are proud to acknowledge that he is a UNC Charlotte Civil Engineering graduate! Brian is engaged to marry an “App State” grad during a sunrise service on Seabrook Island August 8th. His grandfather will be performing the ceremony. Congratulations to the happy couple! Brian will be the project manager on the Parking Deck H project and in his spare time he is a licensed associate Home Inspector. Good to know if you are house hunting!



Jen and Brian on site at Bioinformatics

Jennifer Evans is our new Construction Manager replacing Jack Chastain. She started July 14. She comes to us from Sutton-Kennerly where she served as a forensic engineer investigating structure problems. Before that she was with the Florida Department of Transportation. Jen, as she likes to be called, is a NC State grad who is a licensed Professional Engineer in Florida and North Carolina. Jen is married and has 4 cats. She loves to play paint ball and has agreed to be the newest member on the Army Softball Team!! Her husband is in the National Guard so what other team would she play on??

Dorothy Vick
Capital Projects

Facilities Management Unit Annual Report Summary

By: Phil Jones, Associate Vice Chancellor

Each year Business Affairs requests an annual report summary of the accomplishments within its division. I have included this summary for the staff of Facilities Management to read to keep you abreast of how our department is doing as an organization and how it affects the campus community. The accomplishments in this article are a direct reflection of the teamwork and dedication within our organization.

By all measures, FY2007-2008 was a very successful year for Facilities Management. The Department continued to grow and improve in many ways. Perhaps most importantly, the leadership continued to inculcate a culture of continuous improvement and customer service throughout the organization. Secondly, the Department successfully prosecuted fast paced, dynamic capital construction and campus-wide renovations programs. Finally, the Department was able to make significant campus-wide improvements furthering our drive to **“create a campus of distinction!”** The narrative below provides highlights from each of these three areas.

During the past year the Department undertook several important **continuous improvement initiatives**. First, new processes were developed and implemented for three core missions of the Department - **work orders, preventative maintenance and informal renovation projects**. This initiative was facilitated by the deployment of a new software system – **Archibus**. As a result of this initiative, the University now has cutting edge, web based maintenance support systems to include a first of its

"A leader has the vision and conviction that a dream can be achieved. He inspires the power and energy to get it done."

– Ralph Lauren, Clothing Designer and Businessman

kind automated informal projects system. Along with these process improvements, we undertook a major **reorganization of the Maintenance and Operations** section of the Department. This realigned traditional craft shops (Electrical, HVAC, Carpentry, etc.) into zone maintenance shops. The new organization has multi-skilled craftsmen in each zone of campus. This organization will provide better customer service, insure more focused and reliable maintenance, encourage ownership of equipment and accountability, and provide better career progression opportunities for our employees.

Our successful petroleum usage reduction program earned us a “green” award from the Clean Cities Coalition and our construction demolition recycling program earned national recognition with APPA’s innovative programs award. Other important efficiency initiatives undertaken during the year include conduct of our first ever energy audits and retro-commissioning projects. Details of these initiatives are described in the supporting sections below. The Department continued its efforts to embrace a culture of inclusivity and diversity with two initiatives. The first of these was training for all employees in **“Maximizing Effective through Cultural Communication.”** The second was the formation of **three employee led task forces** based on feedback from our annual employee survey. These task forces will provide improvement recommendations in the areas of **racial and gender equity, communi-**

(Continued on page 11)

(Continued from page 10)

cations and teamwork, and promotion and training. The leadership continued to infuse safety into our organizational culture. Maintenance and Operations developed safety training matrices on all employees and tracked progress in safety training of each craftsperson. Thorough review of all accidents led to several initiatives to prevent future recurrences. Finally, in our efforts to continually improve, the leadership of the department revised our **strategic plan** using a **balanced scorecard** approach. More than 50 measurable objectives were defined and measurement began in the fourth quarter of the fiscal year 2008. Action plans for improvement in each of the measurement areas have been developed and are being implemented.



In the capital arena, completion of the new **Main Entrance** finally provided UNC Charlotte with an iconic entrance feature deserving of a major research university. Construction started on two major buildings – the **Student Union** and the **Bioinformatics Center**. These projects were nearing the half-way point of construction at the end of the fiscal year. The Department successfully managed multiple designer and construction manager selections (seven in a one month period). Design was started on major capital projects to include the **Energy Production and Infrastructure Center (EPIC)**, the **Development Center**, new **Recreation Fields (#12 & #13)**, **Prospector II Renovation**, **Residence Hall – Phase IX**, **Parking Deck H**, the **Center City Classroom Building** and multiple major repair and renovation projects.

“Informal” renovation projects were also prosecuted with vigor during this year. Our Design Services group completed over 200 projects at a value of over \$8 million. Several of these projects were quite large, pushing the “informal” limit of \$500,000. **Facilities Planning** took a leap forward this year with the start of a new Master Plan development. A consultant was hired (Ayers-Saint-Gross) and the observation phase of the process was completed in June 2008. The Master Plan will be the most comprehensive planning effort ever undertaken at UNC Charlotte. It will include a space study, precinct studies, utility plans, transportation plans, an environmental component, and design guidelines. We also made significant progress this past year in defining requirements for several future buildings. Programs were developed by our Long Range Master Planner for the **Energy Production and Infrastructure Center (EPIC)**, the **Development Center**, a new **Motor Sports Building**, a **Science Building** to house chemistry, physics and biology programs, **Burson Renovation and Addition**, **Student Success and Retention Building**, **Atkins Library Expansion and Modernization**, and the **PORTAL Building (Partnership, Outreach, and Research for Accelerated Learning)**. This work greatly aided our efforts to gain authorization and funding for these future facilities.



The Department took great pride in **improving campus appearance and infrastructure** this past year. An infusion of resources from the

(Continued on page 17)

REMEMBERING A GOOD FRIEND

By: Steve Terry, Design Services

As you head to work somewhere on our expanding and sprawling Campus, look around you. One of the most prolific and more common place items reminds me each day of someone I will truly miss. What feature of our outdoor areas is that? It is called an outdoor light. Yes, that old fashioned looking walkway illuminator.



Connected unseen to all, but integral to most all features of our campus infrastructure is Electrical, and its main component High Voltage. Now while those lights are not really high energy fixtures, they link my memory to something deeper and closer to my heart than my eyes.

The connection? Our good friend in Facilities Management, **Ed Seamon**. I still clearly remember my first encounter with Ed.

It was quite intimidating. I had received a service ticket from Piedmont Gas to locate the gas lines at the intersection of Phillips Rd. and Cameron where the new Science and Technology building (now Woodward Hall) was just coming out of the ground.

In the early morning hours that Monday, I pulled up to the intersection and spied this big, burly man and his ‘crew’ next to a transformer and manhole by the tennis courts. He wasn’t in the best of moods. The trenching was about to occur, I was late, and other utilities had not been located. Even though damage to them would not have been his fault, he took responsibility for the potential damage that was likely to occur.

He pointed to the area to be dug out and I moved ahead to locate the Gas and the Telephone lines, as I also had a contract with Bell South to protect their lines as well, and even though it wasn’t on my ticket, I knew I had to protect my clients. When I was finished, I returned to the group. Ed had been having difficulty with the power location. Equipment was the cause, so I took it upon myself and offered to ‘relocate’ the power branching from the transformer, manhole, and the lighting on all four sides of the dig. It didn’t take long and the good thing was my instrument showed the lines to be offset more.

My specific attention to my work led Ed to ask me about my past and work experience. I told him that I normally performed construction management, but that lean times had come so I took a job doing Utility Location (amongst other side work) to pay the bills.

A funny look came over Ed’s face, and I saw for that first time, the real person I would come to know concealed behind the gruff façade he tended to wear.

He didn’t hesitate. He said, “There is an opening in Facilities for a Renovation Supervisor. You should apply for it....” and he proceeded to espouse the benefits of working for the University.

(Continued on page 13)

(Continued from page 12)

He referred me to Art Sutherland, pointed me to the Physical Plant, and the rest is history.

When I moved up from my first position to a Plant Supervisor, I became more and more involved with electrical projects that involved Ed and his best friend in the electrical shop Phil Meacham. I became fast friends with them both. They were and are honest folk, plain and simple; the best kind.

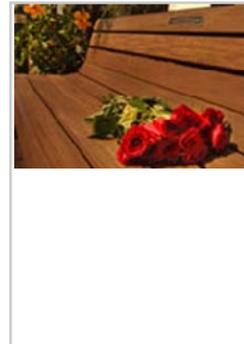
I still remember as I approach the Shops for my work that Ed would sometimes be outside the entrance to Shop 11 in the morning sun, just standing there or so I thought. He was waiting there. He actually had something to share when he did that. With me, it was showing me his love of coins. He would show something of his collection or latest acquisition and you could see the joy in his face over the history of it. The fact that it was valuable too didn't hurt, but that didn't seem to be the primary reason for its possession.

Ed's attention to detail and safety was unparalleled on the power projects. As a team, Phil Meacham, Al McCool (another good friend of Ed's), Jim Campbell and Dewey Lilly, Jason Shores and I enjoyed a great atmosphere of providing a valuable and critical service to the University.

Most times I was an observer, although on a lot of renovation projects where new power distribution was being installed, I helped any and everywhere I could, whether it was punching holes in walls, pulling wire, providing equipment, setting up safety and other enjoyable tasks. I learned more than I bargained sometimes. But all the good humored banter and jabs of the job made me laugh every job we shared.

April the 13th has passed. It was a hard day to get by for me, and August 16th is fast approaching and as it does I ask you to please remember not just Ed Seamon the Electrician, but Ed our friend. Remember that Ed represented all that is good in a man. A good father, husband, friend, coworker, soldier, and most important a good man of faith.

Stop for a minute when you come to his memorial site between Fretwell and Friday, and be thankful we knew this good man. Thank Ed for his life, his dedicated service to the campus community, his great friendship and his ultimate sacrifice that happened on that dark day of April 13, 2006. It is etched into my dreams every night. I won't forget him, ever.



You see – Ed's massive frame shielded me from the fireball of the blast even though I was only three feet away from the manhole opening. I will never forget that scene - one that changed my life permanently.

I think of Ed every day as I lie awake in the early morning dark hours of dawn before rising and preparing to head out to the Campus and my work in Facilities Design Services; when I see my grandsons laughing and playing in the front yard hollering for their 'Pop-pop' to come see them, praise and hug them and play with them, and most especially when I hold my wife.

(Photos courtesy of Wade Bruton – UNC Charlotte Public Relations department)

<http://www.publicrelations.uncc.edu/default.asp?id=15&objId=137>

RECYCLING CORNER



What's Trash?

Sounds like a simple question doesn't it? My guess is that most people would define it as something that no longer has a viable use. Maybe I'm wrong. Is "trash" a candy wrapper? What about the little box that contains a frozen dinner. FYI, the latter is recyclable.

Digging through the trash can be fun. Well, not really. However, it sure can be revealing. We in the recycling department are currently embarking on a series of waste audits to gain a better understanding of people's habits when it comes to trash. Unfortunately, some of these "throw away" habits are hard to break and it just takes time. In our foray through the FM buildings trash, we found the following:

We started with 36 pounds of material thrown away. As we dug through it, we found: 3 pounds 5 ounces of cans and bottles, 4 pounds 3 ounces of paper and cardboard; and 4 "C" batteries. If there is any consolation, Cato hall tossed more recyclable material...

If throwing so much paper away seems ridiculous, it is. It's our responsibility to recycle so we can cut down on our use of natural resources, and so the university doesn't have to pay to dump it in the landfill. Did you know that Cabarrus County has the largest landfill in North Carolina? If that's not enough reason to recycle, just remember that it helps hungry puppies too.

Sincerely,



HANK

Dot Munson Update

Dot is recovering from her third surgery. She was released from the hospital this week. Tuesday she was finally able to have her first meal since April 15th – hospital style scrambled eggs.

When Dot Munson left work on April 14th she expected to be back to work in 7-8 days. After all it was just a simple procedure to remove scar tissue. It was not a simple procedure. The first surgery lasting 5 hours was followed up by another surgery 2 days later. Dot spent 6 weeks in ICU and finally was released to go home at the end of May.

Please keep Dot in your prayers, she has had a very rough time and she has a long recovery ahead of her.

Kathy Boutin-Pasterz, Recycling Coordinator

Move out for charity a success

Every year we participate in the "Move Out for Charity" program where students donate new and gently used items when moving out of the residence halls. Once again, we reached a new milestone and collected over 19,000 pounds. The goods were given to the Salvation Army.



New Websites

The Office of Waste Reduction and Recycling is currently updating their website. You can view it at www.uncc.edu/recycling. In addition to the recycling website, David Jones, the Sustainability Coordinator also has a new site. You can view that one at www.uncc.edu/sustainability.

Devin Hatley, Environmental Educator

Facilities Management's 7th annual picnic went off without a hitch on Friday, May 16. After rain a day before, the sun beamed through around 10:00 a.m. that morning welcoming our staff to our annual fun and fellowship. Over 200 people were in attendance enjoying hot dogs, hamburgers, sweet sausages, and other treats. **Thanks** to everyone who volunteered on the committee, cooked, set up, donated desserts, served food, hosted games, and/or helped in any way. The event would not have been a complete success without your efforts. Enjoy some of the pictures taken by Kao Vang during the festivities. This is the first year we have photos from the tennis court! We will see you next spring!!

Beverly Imes, Coordinator



HEALTH & SAFETY ZONE



Maurice John - Training and Safety Coordinator

Hello, my name is **Maurice John**. I am the Facilities Management Training and Safety Coordinator. I arrived here the middle of June 2008. From the moment I arrived, everyone at Facilities Management (FM) has welcomed me and

has made my transition into my position wonderful. I'm looking forward to working with everyone. Please feel free to e-mail me at **mjohn2@uncc.edu** or call extension 7-2739 about training and staff development questions. I would love to help.

Safety Tip:

Wear protective headgear when required.

Head Injuries

Head injuries are fairly common in industry and account for 3 to 6 percent of all industrial injuries in industrialized countries. They are often severe and result in an average lost time of about three weeks. The injuries sustained are generally the result of blows caused by the impact of angular objects such as tools or bolts falling from a height of several meters. In other cases, workers may strike their heads in a fall to a floor or suffer a collision between some fixed object and their heads.

A number of different types of injury have been recorded:

- perforation of the skull resulting from the application of excessive force to a very localized area, for example in the case of direct contact with a pointed or sharp-edged object
- fracture of the skull or of the cervical vertebrae occurring when excessive force is applied on a larger area, stressing the skull beyond the limits of its elasticity or compressing the cervical portion of the spine brain lesions without fracture of the skull resulting from the brain being displaced suddenly within the skull, which may lead to contusion, concussion, hemorrhage of the brain or circulatory system.

CPR and First Aid Class Schedule

August - October 2008

8:00 a.m. - 12 Noon

Maintenance and Operations Conference Room

CPR

Aug 20

Sept 17

Oct 22

FIRST AID

Aug 27

Sept 24

Oct 29

Supervisors: Please submit names to Jessica Deal in advance.

Reminder: CPR has to be taken before First Aid if employees have not had it (CPR) before. If you have any questions, please contact Jessica at 7-2155.

A Fond Farewell to Kao Vang



Isn't it the case, when you are planning to leave for a week of vacation, you have EVERYTHING to finish all at once? As you can see, Kao Vang's pile was a little higher than that as he made the transition from designer to professor.

After over 12 years with Design Services, Kao sent a good bye message to the Facilities Management staff letting us know, "It's truly an honor to have worked or crossed paths with each one of you. The many blessings here at UNC Charlotte has helped pave a new opportunity for me and I'm thankful for God's recent blessing."

Known for his sense of humor, caring nature, emphasis on teamwork and communication, and of course the signage projects, we will miss Kao. Yet, we wish him the very best. We know he will be a tremendous success at Rowan-Cabarrus Community College as the program head for construction management technology.

If you would like to remain in touch with Kao, his e-mail address is kvang@carolina.rr.com

Beverly Imes, AVC Office



(Continued from page 11)

Chancellor allowed the Grounds section to implement a campus beautification program that reaped great benefits. Small landscaped areas and flower beds were added throughout campus. Additional funding for tree replacement made a huge difference in the tree and shrub density on campus. Construction started on the Library-SAC-Cone quadrangle improvement project. When completed, this quadrangle will provide important outdoor learning and gathering spaces. Seat walls, brick walks, and landscaping will provide a beautiful pedestrian path to the new Student Union and a wonderful transition space between the old and new parts of campus.

Other improvements included completion of landscaping along Cameron Boulevard between Belk Track and the Harris Alumni Center, the construction of a pedestrian path on Craver Road between Cameron and new Student Union and the addition of brick walks at West Deck.

5 P's of Making a Change

Change is hard, and if you have abandoned your New Year's resolution to eat smart, move more, or achieve a healthy weight, you are not alone. The majority of New Year's resolutions are abandoned by the end of February. Almost all are forgotten by July.

We encourage you to recommit to your New Year's resolution. Pick it up, dust it off, and make it a part of your life again. If you did not make a resolution in January, it's not too late! **Make a mid-year's resolution.**

When thinking about making a healthy change in your lifestyle, keep the **5 P's of change** in mind.

1. **Proper Goals.** Proper goals are reasonable and specific. Set small goals that you know you can reach. When you reach one goal, set a new one. Make your goals specific. Don't just say you want to lose weight, specify how much you want to lose and by when.

2. **Plan.** Once you have set your goals, make a plan as to how you are going to reach them. For example, if your goal is to eat more fruits and vegetables, you could decide you are going to substitute a piece of fruit for your usual mid-morning snack and eat at least two vegetables with dinner every night.



3. **Progress.** Track your progress along the way. As with every new endeavor, it is important to monitor how you are doing so if things veer off track, you can quickly correct them. Keep a food log or an activity log, depending on your goal. You may want to track how you are feeling about your goal each day and the things that derail you so you can be prepared the next time they occur.

4. **People.** Make yourself accountable to the people in your life. Tell someone or several people about your goal and ask them to hold you accountable. It is easier to keep yourself motivated if you know someone else is watching your progress. But be sure to hold yourself accountable, too. After all, you are making these changes for yourself.



5. **Perseverance.** Remember that stuff happens. Even the most dedicated of people will have setbacks every now and then. When that happens, don't let it ruin all the progress you are making. Forgive yourself, make note of what caused the setback and make a plan to combat it the next time, and then get right back on your healthy eating or activity plan.

When it comes to healthy eating and physical activity, it's never too late to pick back up an old goal, or make a new one. Make this the year that you keep your resolutions!

Source: 'News from Eat Smart, Move More NC' newsletter.

Happy Birthday to You!

8/2	Leona Baker-Davis	Housekeeping	9/20	Joann Pearson	Housekeeping
8/3	Terry Robinson	Housekeeping	9/20	Donald Teate	HVAC Zone 5
8/6	Tomasa Bonilla	Housekeeping	9/21	Ken Starcher	HVAC CO-3
8/6	James Kay	Zone 2	9/22	Dale Kroeze	Grounds
8/8	Linwood Sanders	Housekeeping	9/22	James Mechum	HVAC CO-3
8/8	Pat Smith	Recycling	9/23	Jerome Crawford	Automotive
8/9	Subhash Pandya	Housekeeping	9/24	Macien Jean-Gilles	Housekeeping
8/10	Ray Dinello	FIS	9/25	Neal Konneker	HVAC Zone 5
8/10	Hashime Wright	Housekeeping	9/26	Robert Bailey	Grounds
8/11	David Williams	General Services Zone 6	9/26	Devin Hatley	Recycling
8/12	Joseph Coleman	General Services Zone 1	9/30	Thomas Eudy	Grounds
8/13	Charlie Austin	Grounds	10/1	Radmila Pavlovic	Housekeeping
8/15	Arnulfo Argueta	Grounds	10/2	Jimmy Keller	HVAC Zone 6
8/16	Dionte Sims	FIS	10/2	John Lattin	Zone 1
8/18	James Brown	Housekeeping	10/3	William Clark	HVAC Zone 5
8/18	Diana Parks	Housekeeping	10/3	Brian Guns	Housekeeping
8/19	Alexander Guion	Grounds	10/4	Galina Neyfel'd	Housekeeping
8/19	Mae Harris	Housekeeping	10/5	Chip Lawrence	General Services CO-5
8/22	Jorge Nuno	Housekeeping	10/5	Gaynell Williams	Housekeeping
8/24	Al McCool	Capital	10/6	Sam Moore	Zone 5
8/26	Joseph Nowinski	Electrical Zone 5	10/7	Dan Barrier	Grounds
8/29	Tarick Brittingham	Zone 1	10/7	Anthony Thomas	Housekeeping
8/29	Isaac Nelson	Grounds	10/9	Steve Terry	Design
8/30	Pershell Leak	Housekeeping	10/10	Chikina Barden	Housekeeping
8/31	Lucille Jordan	Housekeeping	10/11	Deborah Deese	Housekeeping
9/2	Elizabeth Haddock	FBO HR	10/11	Howard Jaecks	Steam Plant
9/2	Lee Allsbrook	Housekeeping	10/11	Phil Jones	AVC Office
9/3	Audrey Brumskie	Housekeeping	10/15	Waide Redwood	Housekeeping
9/4	Sylvester Steele	Housekeeping	10/15	David Weimer	Zone 5
9/6	Jeffrey Adams	Housekeeping	10/16	Roger Forney	Housekeeping
9/6	Franjo Pauler	Housekeeping	10/17	Reginald Caldwell	Housekeeping
9/7	Lanny Caudle	Grounds	10/17	Robert Seedoff	Housekeeping
9/7	Dana Harris	Grounds	10/18	Robert Lewis	Electrical CO-2
9/7	Lewis Jackson	High Voltage	10/21	James Williams	General Services Zone 6
9/8	James Manley	High Voltage	10/23	Chris Shores	Zone 5
9/9	Marijan Pavlovic	Housekeeping	10/24	Lillie McDuffie	Housekeeping
9/12	Pete Altman	HVAC Zone 6	10/25	Kenny Leazer	General Services CO-5
9/13	Patricia Teal	General Services Zone 5	10/26	Steve Fichter	Capital
9/14	David True	HVAC Zone 4	10/26	Reginald Fils-Aime	Housekeeping
9/16	Albert Reynolds	Electrical Zone 5	10/26	Casi Shepardson	Planning
			10/27	Rick Ellis	Capital

MARK YOUR CALENDARS



University Convocation

Tuesday, August 19, 2008
9:30 AM-12:00 PM
Cone Center
McKnight Hall

Speakers include:
Chancellor Philip Dubois
Provost Joan Lorden
Margo Gross, President, Staff Council
Tim Ernst, Student Body President

The University Convocation is a chance for members of the campus community to hear about UNC Charlotte's long-term goals and immediate plans and issues. Faculty, staff, and students are invited to the University Convocation.

*UNC Charlotte's
Annual Staff Recognition Week
September 29-October 3, 2008
See posted flyers for details
<http://www.hr.uncc.edu/SRW2008/>*

2008 Staff Employee of Year Nominations

Nominations are due to Phil Jones
by **September 5.**

For instructions and forms,
please go to this link:
<http://www.hr.uncc.edu/forms/EOYFRM.pdf>

ALL EMPLOYEES MEETINGS

SECOND & THIRD SHIFT October 22, 2008

10:00 PM
Cameron Applied Research Center
Room 101

FIRST SHIFT October 24, 2008

10:00 AM
Cone Center, McKnight Hall

Topic of Interest:
Customer Satisfaction Survey Results

**Please submit questions for Phil
to Beverly Imes (7-3154)
or brimes@uncc.edu
by October 17.**

Facilities Focus is a [communication tool](#) for the benefit and enjoyment of all Facilities Management employees. Your ideas are welcomed and appreciated for future issues.

Staff: Denise Brown-Hart, Beverly Imes, Elizabeth Haddock, Michele Kohan, and Casi Shepardson

Proofreaders and Reporters: Kathy Fisher, Brian Guns, Carolyn Hinkle

Photographers: Shannon Caveney-Cox, Brian Guns, Larry Howell,
Mike Klemmer, Al McCool, Noella Paquette, and Kao Vang

Please look online for the newsletter at: <http://fmbld02.uncc.edu/AVC/Newsletter/default.asp?link=Issue26.pdf>