

Facilities Management

The University of North Carolina at Charlotte
... Creating a Campus of Distinction

Issue I

December 3, 2001

Facilities Management Newsletter

From the Associate Vice Chancellor of Facilities Management

What an exciting time to be a part of UNC Charlotte and our Facilities Management **Team**! This University and our Department have entered a period of phenomenal change and growth. During the next eight years, the number of students attending UNC Charlotte will increase from 18,000 to over 25,000. We will add at least ten new buildings to the campus during that time frame. This represents the largest capital construction program in the University's history. We will double the academic square footage (seven new buildings), build a new residence hall, a new Student Union, a new Facilities Management and Police building and at least two new parking decks. There will also be additions to the SAC and Brocker Health Center, as well as major renovations of Rowe and McEniry, construction of two Regional Utility Plants and many improvements to the infrastructure. A new part of campus will be developed with an entrance off Highway 29. Dubbed the Charlotte Institute, this part of campus will be devoted to research and graduate work. The University was recently upgraded from Doctoral university status to Research-Intensive status. Within eight years, the University will achieve Research-Extensive status, placing UNC Charlotte in the highest category a university can hold. This means many of the buildings on campus will change their focus from teaching to research. To support all this growth and change, Facilities Management will add more than 40 new employees to our Team. This dynamic environment will surely challenge all of us in the Department. Clearly, we must pull together as a **Team** in order to be successful in the months and years ahead. Toward that end, the leadership of the Department recently completed work on a "Strategic Plan" which will serve as a roadmap to the future. This plan lays out our Departmental mission, vision, values, goals, strategies, objectives and action plans for the next five years. You can view the entire plan on our Facilities Management website at <http://facilities.uncc.edu/>.

As part of our Plan, the Department has committed to achieving excellence in three "key business drivers." You will hear me talk about these themes often in the months ahead because they are so important to the success of our organization. They are:

- **Teamwork**
 - Internal and External
- **Customer Service**
 - Quality products and services
 - Delivered on time and under budget
 - In the right quantity
 - Communicated in a consistent way
- **Continuous Improvement**
 - Streamline processes
 - Exploit technology
 - Optimize resources

Working together, we **will** succeed in achieving our vision of

**"Creating a Campus of Distinction"
at UNC Charlotte**

Phil Jones
Associate Vice Chancellor of Facilities Management

P.S. - Thanks to everyone who contributed to this **first** Facilities Management newsletter. The Newsletter is an attempt to improve communication and keep everyone in the Facilities Management "family" informed. I encourage you to contribute to future issues.



UNC Charlotte Employee of the Year

Congratulations to **Gail Thomas**, Recycling Coordinator, for winning the SPA-Exempt Employee of the Year Award! Gail came to us almost three years ago from Mecklenburg County Solid Waste Recycling and Mecklenburg County Soil and Water Conservation. She has always had an interest in preserving the environment and has been an active volunteer in the past. With only four full-time and three part-time employees working in the Recycling Program, the program has been able to expand residence hall recycling to building interiors, institute a food waste composting program, start a hard-back book recycling program, increase the number of student volunteers and begin a community service program. Gail and her staff have also worked with the Dean of Students Office on Environmental Day for campus improvement. The recycling program has adopted a tributary to Mallard Creek, increased recyclables (such as toner cartridges, block styrofoam and diskettes, to name a few), increased the number of student employees and taken on the task of managing the campus waste contract. Despite all of the new implementations to improve the program, there are several goals for future recycling at UNC Charlotte. These goals are:



Gail Thomas
Recycling Coordinator

- 1) To firmly entrench environmental sustainability initiatives (promote environmentally sound landscaping and buildings, begin recycling construction waste).
- 2) To continue encouragement of the campus to recycle by passing a campus-wide policy to reduce waste.
- 3) Initiate a campus-wide litter campaign.
- 4) Start an office supplies "re-use store."
- 5) Building supplies re-use.

It is a goal of the program to also begin a student environmental group and an anti-litter campaign. It is evident that Gail and the recycling program have a lot to do in the coming years! Since Gail has been with us, she has seen the campus community's involvement with recycling improve. This includes recycling at special events. Gail stresses that education is an important factor in bringing heightened awareness to the campus community. Clearly, a lot of hard work has been put into the recycling program. Gail attributes this to the dedication of the staff in the program. To her, the award is for everyone that she works with in Recycling. She also states that she appreciates the support of Facilities Management and namely the cooperation of the Housekeeping Department. When the Recycling Department began recycling within the residence halls, Housekeeping assumed the responsibility of recycling the paper, cans and bottles in the academic buildings. Housekeeping also collects the cardboard and polystyrene within the academic areas. The Grounds Department assists the composting program by covering the compost piles with mulch, collecting pallets in the academic areas, and helping to keep recycling containers at the compound in order. The Electrical Shop assists in the set-up for the Earth Day Festival. Gail wants to say thank you to all Facilities Management staff for their support and participation in waste reduction and recycling efforts. Keep recycling, Facilities Management!

-Caroline Shank, Administration

CONTEST: Name our Newsletter

You may have noticed that the name of our newsletter (Facilities Management Newsletter) is a little less than dynamic! How about putting your creative energies into coming up with something much better - maybe a catchy phrase that will tell others who we are, what we do, etc. If you have an idea you're willing to share, please submit it to Kelly Nash or Pat Sinclair before February 1, 2002. The person with the winning entry will be treated to lunch by Phil Jones. Imagine having an hour to tell the boss exactly how you feel about life in Facilities Management (and getting a free lunch all at the same time)!

Name our Mascot:

Ever wonder where our pink flamingo came from? It was a gift from Sherrie High and Debbie Richard of the Budget Office. Since we've had it, this bird has moved during the night, sported an I Voted Today button and a Do Not Litter sticker (wonder if our Recycling or Grounds Department might know something about this?) as well as a Pilgrim outfit. The only thing this poor little creature doesn't have is a name. Several folks have suggested we adopt this bird as our mascot so if you'll submit suggested names to Kelly Nash or Pat Sinclair before February 1, 2002, we'll print them in the next newsletter and put the names up for a vote.



Staff Notes:

Al McCool, a former supervisor in the Electrical Shop, joined Capital Planning as a Construction Manager on November 5, 2001. Congratulations A1!

Congratulations to the following housekeepers for successfully completing computerized training:

Providing Quality Housekeeping Services:

Jeffery Adams, Henry Bennett, Hamp Brown, James Brown, Willard Brown, Tera Bryant, Dorinda Calhoun, Gail Carlisle, Candis Clemons, John Crockett, Deborah Deese, Julie Deese, Sandra Deese, Sarah Duncan, Cannise Evans, Joseph Evans, Sterling Evans, Lillie Everett McDuffie, Rena Foster, James Gill, Beverly Hancock, Mary Harris, Ronald Hooks, Rosa Mae Howard, Daniel Huff, Lisa Johnson, Lucille Jordan, June Joseph, Annie Joyner, Dorothy Knotts, Donnie Leak, Steve McMiller, Elzy Neely, Diana Parks, Joyce Parks, Reginald Patterson, Joanne Pearson, Bonnie Peoples, Sherby Price, Elvira Smith, Essie Spears, Beverly Starcher, Sylvester Steele, Duane Thompson, Lee Anne Tisdale, Novella Townsend, John Vaughn, Lacy Williams, Gaynell Williams, Freddie Winborn, Candlace Young



Organizing Your Work Assignment:

Arzella Baker, Henry Bennett, Candis Clemons, Sandra Deese, Deborah Deese, Sarah Duncan, Cannise Evans, Lillie Everett, Rosa Howard, Daniel Huff, Dorothy Knotts, Minnie McCross, Mary Miller, Beverly Starcher, Duane Thompson

***Soil Prevention:* Candis Clemons, Duane Thompson**

***Cleaning Chemicals:* Candis Clemons**

***Routine Carpet Care:* Donnie Leak, Confort Wilson**

***Restroom Cleaning and Disinfectant:* Confort Wilson**

Certifications:

John Robbins - Mecklenburg County Journeyman Card and Electronics Diploma from PCDI Institute

Charles McKinney - Mecklenburg County Journeyman Card

Dewey Lilly - Mecklenburg County Journeyman Card

Several Facilities Management employees are working toward degrees:

Ray Dinello – B.S. Computer Science, UNC Charlotte

Michael Keres - Bachelors Degree in Mechanical Engineering, UNC Charlotte

Kelly Nash - B.S. Management Information Systems, UNC Charlotte

Terra Perkins - Business Finance, Salt Lake City Community College Distance Learning

Mack Sapp - Information Systems Technology, Rowan Cabarrus Community College

Teri Weaver - Bachelor of Business Administration, UNC Charlotte

Melanie Witherspoon - Masters Degree, UNC Charlotte

The first tape measure was patented by Arthur J. Fellows in 1868. More than 130 years later, Fellows would be hard-pressed to recognize his invention because today's retractable wonders have gone digital, electronic, and high tech. Now as the 25-foot tape is extended, the precise measurement is displayed in an LCD (Liquid Crystal Display) window on top. At the touch of a button you can convert it from inches and feet to centimeters or fractions or decimals.

Did you know?



Having trouble remembering measurements you've just taken? No problem, it can hold them in its memory chip and even repeat them back to you with its voice chip, then or days later. Some have laser beams that read and record distances too. Tape measures even allow limited voice reading for verbal notes and thoughts. Maybe it is time for you to go to the hardware store to take a look. You'll be amazed how these new space-age rulers measure up!

-Ed Seamon, Electrical Shop

Upcoming Events:

Tuesday, December 4th: **Chancellor's Holiday Reception**
2:00 p.m. – 4:00 p.m.
Student Activity Center Salons

Friday, December 7th: **All Employee Staff Meeting**
10:00 a.m. – Noon
Cone Center – McKnight Hall

Wednesday, December 19th: **Facilities Management Holiday Luncheon**
Noon – 2:30 p.m.
CAB (Cafeteria Auxiliary Building)



NOTE: This newsletter will be published on a quarterly basis, and the next issue is scheduled for Monday, March 4, 2002. We would welcome your suggestions for changes, improvements, etc. as well as any ideas you may have for regular columns. If you are interested in contributing to the next newsletter, please contact Kelly Nash or Pat Sinclair by Wednesday, February 20, 2002. This newsletter can be viewed at <http://facilities.uncc.edu/local/localhome.htm>.



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