“Great minds discuss ideas. Average minds discuss events. Small minds discuss people.” - Eleanor Roosevelt

ADMINISTRATION
Travel and billing.

FACILITIES OPERATIONS

- **Building Finishes**
  A & A, SERF: Block work and tiling

  Sign Shop: Signs for County Extension and Parking Services. Decals for Sorority Village Dumpsters

- **Building Services**
  Recycling: We recycled 12.17 tons from the Bama game this past weekend. That’s the best we’ve done all season! Big thanks to everyone for your support. Athletics gave us some nice t-shirts for volunteers, and it made a difference. It was the game chosen to report for the Game Day Challenge, a competition between colleges to see who can recycle the most. Here’s a link for more info on the competition: [http://gamedaychallenge.com](http://gamedaychallenge.com) If you look at the top, one of the pictures scrolling through is of us at UT!

  Since July 2012, Building Services has added 46 new positions to cover the addition 14 buildings and 1.8 million square feet of space that the University has transitioned back to in-house cleaning.

  Building Services welcomes 2 new foremen: Abbey Aberdeen and Al Henriques.

- **Landscape Services**
  Spot mowing/leaf pick-up transition, fine tuning lawn renovations, plant replacements, repairing railroad tie staircases at Ayers and International House

- **Lock & Key Services**
  Keying space for Honors Program move from Melrose to Baker Center. Getting Hoskins Library ready for ROTC move from SAC to Hoskins Library.

- **Sanitation Safety**
  Will now be adding Sorority Village to the list of buildings to service.

- **RRT**
  Hanging Banners for Homecoming, Moving in SERF, Facilities Services, Communications, SMC, and Dunford; setting up tables for Black Out Bash (pumpkin carving), Women’s Clothesline Event, Risers at UT Welcome Center; installing speakers, sink, and outlets

ZONE MAINTENANCE

- **Zones 1-7**
  Zone 2 has completed a cleanup of old paint and chemicals from Hoskins Library with help from Environmental Health & Safety. Also working on Conference Center repairs from flood last Monday.
Zone 3 is replacing an air handler fan shaft at Auxiliary Services Bldg and finishing up repairs at Glazier Bldg from roof related water damage.

- **Zones 8-15**
  Zone 8 Getting Plant Biotech looking good for upcoming Board of Trustees meeting. Also preparing for the re-opening of Animal Science building after major renovations.

**ADMINISTRATIVE & SUPPORT SERVICES**

- **Administrative Services**
  Training Coordinator review, payroll adjustments, work orders, accounts receivable and payable, and typical office functions.

- **Facilities Stores**
  Keeping Facilities properly supplied

**COMMUNICATIONS & INFORMATION SERVICES**

- **Information Services**
  Kevin is making progress on the account number conversion in our databases—effective Nov. 1st. Welcome Brock Ellis as the Information Technologist II. Computer repairs and safety cameras in the stadium.

- **Communications / Sustainability**
  Finishing touches on the Tator, This weekly update, updating Facebook/twitter.

  Tabling at SPEAK’s Sustainability Week, Compiling data for FPI Survey and GHG inventory, Planning presentations for two conferences, Coordinating Campus Sustainability Day (Oct. 24), Drafting TVA/Willdan energy grant application

**UTILITIES**

- **Air Conditioning Services**
  Last week: repaired Chiller at Gibbs, Secondary Pump at Dabney-Buehler, Tower Pump at Claxton, This week: Chiller Repair at SERF, Tower Pump repair at Law College, Reese, and Plant Biotech.

- **Electrical Services**
  Final power outages to transfer power from old substation to new Laurel substation. Power for Tickle Building, Install electric hand dryers (testing) to save energy and resources, providing power for events, power for electric charging station

- **Plumbing & Heating Services**
  Sewage was backing up at the UC. The Plumbing Shop cut concrete, dug down to the pipe and ran a water wagon to clean the system out. The pipe is now better than it has been in years. Good job guys! Also made repairs Thornton Athletics.
Steam Plant
Producing 100,000 lb/hour in the mornings

**DESIGN & CONSTRUCTION**

- **Design Projects**
  Facilities Planning Design, Classroom Upgrade Designs/estimations

- **Construction Projects**
  Office space in Facilities (upstairs), Taking furniture apart at Conference Center

- **Coordination Projects**
  Roofing on Clarence Brown, Lighting Upgrades in Communications, Hoskins Library ROTC move