Facilities Services Complex Earns Preservation Award
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Join Us on Social Media

facebook.com/UTFacilitiesServices
twitter.com/utkfacserv
instagram.com/utfacilities
tiny.utk.edu/FSYouTube

Visit the UT Facilities Services Website at fs.utk.edu

Contact the Facilities Services Communications & Public Relations Office:
Brooke Krempa, Communications Coordinator
865-214-7662
krempa@utk.edu

Facilities Services Department
2040 Sutherland Avenue
Knoxville, TN 37996
Phone: 865-974-2178
Fax: 865-974-7786
Email: adminfs@utk.edu
The UT Facilities Services Complex on Sutherland Avenue has received an East Tennessee Preservation Award.

The awards recognize outstanding individuals, organizations, and projects contributing to the protection of East Tennessee’s heritage. Awards are presented by the East Tennessee Preservation Alliance.

UT’s Facilities Services Complex is an adaptive reuse of a 90,000-square-foot industrial facility that sits on a seven-acre parcel of land in Knoxville’s Marble City neighborhood.

Acquired by the university in 2013, the property was once a nationally recognized marble-processing plant, producing major stonework for buildings like the National Gallery of Art and the US Supreme Court Building.

Since the building’s 2016 renovation it has served as the headquarters and warehousing space for the Department of Facilities Services.

Features like riveted steel framing, hardwood planking, overhead cranes, and a silo were maintained in place or salvaged to enrich an expansive open office design. The exterior of the building, though reclad in energy-efficient sandwich panels, purposefully recalls the marble plant’s post-and-lintel design.

“Adapting a century-old building with deep historic ties to our university to serve a cutting-edge future was perfect for our team,” said Dave Irvin, associate vice chancellor of facilities services. “Like our new home, we also have a deep history of service to our university, and this facility allows us to embrace new cutting-edge support of UT’s mission.”

The project also has garnered awards from American School and University magazine and from the East Tennessee Chapter of the American Institute of Architects.

The East Tennessee Preservation Alliance works to preserve the structures and places with historic or cultural significance in Anderson, Blount, Campbell, Claiborne, Cocke, Grainger, Hamblen, Jefferson, Knox, Loudon, Monroe, Morgan, Roane, Scott, Sevier, and Union counties. ETPA partners with Knox Heritage to serve as the regional arm for preservation activities in middle East Tennessee.

Historic Pictures of the Facilities Services Complex on page 3.
Members of the December Facilities Services Exceptional Team presented flags signed by members of our department to Chancellor Beverly Davenport and Vice Chancellor Chris Cimino.

The flags were signed to show our appreciation for the support Chancellor Davenport and Vice Chancellor Cimino gave our department during the decision to opt out of the outsourcing proposal.

Each flag had nearly 300 signatures from members in our department.

Chancellor Davenport and Vice Chancellor Cimino both said they were honored by the gesture.

Thank you to everyone who took the time to sign these flags for Chancellor Davenport and Vice Chancellor Cimino!

This was a small but very meaningful way for us to show our appreciation for all of their support of and belief in our department’s mission and vision.


Pictured Left (left to right): Tom Anderson, Amanda Ruelle, Frank Tallman, Bill Mills, Vice Chancellor Chris Cimino, Jim McCarter and Ed McDaniel.

Members of the Exceptional Team Not Pictured: Robert Dykes, Randy Miller, Donnie Lowery, Ann Free, and Jason Staley.
Historic Pictures of FSC

BUILDING FACTS

91,000-square-foot building
Dimensions: 447’W x 335’D
$18.7M adaptive-reuse project
Project Start: spring 2014
Project Completion: spring 2016
Original Structure: c1908
Expansion: c1920
Seven acre site
Letters of Appreciation:

Facilities Services (Winter Weather):
I want to thank you and your crew for all your work over the last 24 hours. You have done a remarkable job clearing the campus and making sure it was safe for our faculty, staff and students to return for classes today. I know your crew worked non-stop and I hope you’ll let them how much we appreciate them. We are lucky to have you all. Your commitment - and theirs - to this university has not gone unnoticed.

All my best,
Chancellor Davenport

Facilities Services (Winter Weather):
I LOVE our custodian’s work ethic. I wish people better appreciated all of the efforts of all the folks in your department. I rather doubt we’d be opening at all today had your folks not gone above and beyond.

Thanks,
Troy Lane, UTPD Chief of Police

Facilities Services (Winter Weather):
Arriving on campus this morning I was truly blown away. Considering the temps we had overnight and this morning, I was surprised to see how our teams were able to keep things clear and open.
We have such a dedicated team and their efforts don’t go unnoticed. It is great to be part of such a great team.

Thank you,
Chris Cimino, Vice Chancellor Finance & Administration

Cecil Woody:
Thank you for all you do. You always do an outstanding job and get the job done in a timely manner. You are a prime example of why outsourcing would have been a disaster to our campus

Sincerely,
Joe Cagle, Assistant Director Institute of Agriculture General Services

Facilities Services:
Thank you to everyone in the department who helped to make the 2017 toy drive honoring the memory of Ryan McDonald a great success.

Thanks,
Roger McDonald, Construction Services Director

Zone Maintenance:
My office had a water leak from the ceiling this past Monday evening. I was out of town and arrived early Tuesday morning to find someone had moved some items on my desk so water didn’t ruin them and placed a couple of collection bins to capture the water. I immediately left again for an 8 a.m. meeting, and by the time I came back the bins were gone and the ceiling tile had been replaced.
Whomever was involved, I just want to let them know how much I appreciated their diligence and care. Such commitment is one of the things that make UT such a great place to work!

Sincerely,
John Stier, Associate Dean-Academic Programs and Professor College of Agricultural Sciences and Natural Resources

Zone Maintenance:
I would like to express a giant thank you for the light replacement activities taking place in the White Avenue Garage. Those LEDs make a huge difference! I know my employee that works late in the Panhellenic Building really appreciates the brightness!

Alison Ward, Acting Associate Director Student Union

Facilities Services:
Thanks to all involved on continuing to implement emergency notifications via fire alarm systems. I really appreciate your attention to detail and commitment to this effort.

Thanks again,
Brian Gard, Director UT Emergency Management

Facilities Services:
The committee for the Facilities Services Student Assistant Scholarship Fund would like to thank everyone in the department who have so generously supported our efforts so far. It is amazing the amount of support this scholarship has received internally and we are very excited and happy to announce that due to the high participation in the bake sale and flower sale we are able to award our first scholarship for the 2018-19 academic year - an entire year ahead of schedule. Thank you!

Brooke Krempa, Communications Coordinator

Has your team received a letter of appreciation you would like to share with the department? Send it to Brooke Krempa at krempa@utk.edu.
Congratulations to November’s Facilities Services Exceptional Team made up of Jay Price, Frank Tallman, Randy Miller, Joel Rummage, Robert Dykes, Ed McDaniel, Donnie Lowery, Ann Free, Bill Mills, Amanda Ruelle, Jim McCarter, Tami Shultz and Jason Staley.

The members of this team played a crucial role during the department’s goal to opt out of the proposed outsourcing initiative for UT’s campus.

Thank you for all of your hard work and dedication to Facilities Services and UT!

Congratulations to December’s Facilities Services Exceptional Team made up of Beth O’Neill, Jim McCarter, Veronica Huff, Ian Miller, Ashley Savage Gilliam and Rebecca Alcorn.

This group assisted the Communications & Public Relations subunit with the execution of the holiday party and played an integral role in the party’s success.

A special thank you goes to Special Project student assistant Mary Margarete Miller for all of her work soliciting prizes for our raffle.

Thank you for all your help!

Anyone can nominate an Exceptional Team!

Description:
The Exceptional Team Award will be presented to a Facilities Services team whose performance has extended beyond expectations and has demonstrated an exceptional commitment to help achieve the university’s mission.

A team can be designated as a particular subunit or unit, portion of a subunit/unit, or a combination of employees from a number of subunits/units. Nominated teams must be no greater than 10 people.

Nominations:
Each team recognized for the award will be chosen by Facilities Services senior staff based on nominations submitted by university personnel, including within the Facilities Services Department.

Nomination forms can be found at: tiny.utk.edu/exceptional and on the department awards page at fs.utk.edu.

Contact Brooke Krempa at krempa@utk.edu for more information.
This year’s Big Orange Family Campaign will run from February 5 to March 2.

The campaign will push to enhance a culture of philanthropy and family among faculty and staff through increasing participation as donors. As staff there is a solid history of giving back in many ways, including financial support. The university’s collective support is essential to show corporations, foundations and individuals that faculty and staff believe in the mission and vision of this university. Gifts and pledges will make a strong statement to the region and our alumni that the university is worthy of support.

If you have made a gift to any fund at UT since July 1, 2017, THANK YOU! You have already participated in the Big Orange Family Campaign and will receive a special thank you postcard through campus mail.

If you have not contributed, a team leader for your unit will be coming by to talk to you about the Big Orange Family Campaign in the coming weeks. You can also give online or change your payroll deduction anytime at giving.utk.edu/family.

Facilities Services Team Leaders

Campus Executive Committee: Brooke Krempa
Building Finishes, Paint & Sign Services: Bill Mills
Arena, Building Services Custodial Athletics: Ann Free & Sandra Britt
Plumbing Services: Chip Pennoyer
Electrical Services: Austin Stoner
Lock & Key Services: Ed McDaniel
Construction Services: Rick Gometz
Administrative & Support Services: Dean Wessels

Steam Plant: Frank Wyrick
Air Conditioning Services: Wally Beets
Zone Maintenance Section A: Paul Hash
Zone Maintenance Section B: Red Gibson
Landscape Services, Sanitation Safety, Rapid Response Team: Jason Cottrell
Building Services: Ashley Savage Gilliam & Ian Miller
Exempt Staff: Rebecca Alcorn

Facilities Services Specific Funds

Our department has four funds that you can give to through this campaign:

**The Facilities Services Student Assistant Scholarship Fund** - The newly formed Facilities Services Student Assistant Scholarship Fund benefits current student assistants working within our department. The fund is meant to provide a scholarship opportunity for students who are receiving real world experience at Facilities Services in their chosen field of study. The first scholarship will be awarded for the 2018-2019 academic year.

**The Chuck Thompson Outstanding Employee Award** - Mr. and Mrs. Richard C. Thompson, son and daughter-in-law of a former Assistant Director of the Facilities Services Department, have established a $15,000 endowment with the University. The income from this endowment will be used to make two (2) annual cash incentive awards for non-exempt employees of the Facilities Services Department in the name of Charles F. (Chuck) Thompson.

**The Bob Evans Memorial Scholarship Fund** - This scholarship is open to candidates who are children, grandchildren, step-children or step-grandchildren of individuals who are currently employed or retired from the UT Knoxville Facilities Services Department.

**The John Parker Scholarship Endowment** - Mrs. Martha Parker has established the John C. Parker, Sr. Memorial Scholarship Endowment in memory of Mr. Parker. The scholarship is given to a student who is a legal dependent of a Facilities Services employee (current, retired, or deceased).

You can designate your donation to one of these funds by writing the fund's name on your donation card or by entering the fund's name online at the payroll deduction website. Please remember that if you do not specify a fund with your donation card then your gift will go to a general UT fund.

If you have any questions about the campaign please contact Brooke Krempa at 214-7662 or krempa@utk.edu. More information can also be found at the Big Orange Family Campaign website at giving.utk.edu/family.
Employee of the Month Awards

November 2017

Congratulations to Sheldon Yeatts, the November recipient of the Employee of the Month Award!

Sheldon was nominated for going out of his way to help people while projecting a great attitude.

His motto is work smarter, not harder and he takes his job very seriously. Wherever he works his supervisor has full confidence that the job will be completely thoroughly.

December 2017

Congratulations to Rob Frick, the December recipient of the Employee of the Month Award!

Rob was nominated for going above and beyond his normal duties ensure work requests and projects are completed before deadlines.

He has been complimented on the quality of his work numerous times, especially during the past few months.

January 2018

Congratulations to Brickey Hearon, the January recipient of the Employee of the Month Award!

Brickey was nominated for his outstanding performance here at Facilities since he started in 2011. His hours are often long and the work is physically taxing, but he manages to accomplish everything needed with a smile.

His attention to detail and organizational ability allows RRT to run smoothly.

Nominate a Team Member Today!

Help us to nominate our next employee of the month by submitting a nomination for a hardworking and dedicated member of our team!

Nomination forms can be found online at tiny.utk.edu/fseom and hard copies can be found with Brooke Krempa in the Facilities Services Complex.

If you have any questions about the Employee of the Month program please contact Brooke at krempa@utk.edu or 214-7662.

UT Knoxville Hosts APPA Supervisor’s Toolkit

SRAPPA is sponsoring a Supervisor’s Toolkit at UT Knoxville March 12 through 16, 2018.

The five day course will be held at the Facilities Services Complex.

More information about the upcoming toolkit at UT, including the agenda, can be found at the SRAPPA website: appa.org/training/toolkit/index.cfm

If you have any questions about the toolkit or would like to find out how to register, please contact Training Coordinator Rebecca Alcorn at ralcorn@utk.edu or 974-7786.

Please do not independently register for the toolkit.

Space is limited, so if you are interested in attending we ask that you speak with your supervisor.

tiny.utk.edu/fseom
Cowan Cottage Added to ‘Fantastic Fifteen’ List

UT’s newly renovated Cowan Cottage was honored as one of this year’s “Fantastic Fifteen” at the recent Knox Heritage Preservation Awards Ceremony.

The awards are presented each fall to noted historic preservation projects, historic properties, and individuals in Knox County that symbolize what is possible when historic buildings are restored for new purposes.

Renovated as part of the Strong Hall campus project, the converted cottage is now a one-story, 800-square-foot space with a vaulted ceiling. The handmade exterior brick laid in American Common Bond was restored from the original structure.

The adapted reuse of the cottage will be as a student-oriented space for classes, meetings, and occasional exhibitions.

The one-and-a-half story cottage was built as part of the Cowan estate around 1879. It was constructed in the Folk Victorian style with a cross-gabled roof, decorative wooden cornices, segmented arches on the windows, and gabled dormer windows on the upper floor.

In 1923 the house was first listed as a separate address and in 1925 it was listed as 701 16th Street, its current address.

The house was used to accommodate UT instructors and staff until 1941. The last permanent residents of the house, Foster and Edna Arnett, moved into the house in the 1940s, and Edna Arnett continued to live there until 1945.

Between 1990 and 1998 student organizations utilized the house, but it had been out of use since then.

TNAPPA 2018 Conference at UTC

Mark your calendars for the upcoming TNAPPA Conference hosted by UT Chattanooga May 14 & 15, 2018. The theme of next year’s conference is Sustainability Excellence in Operations and will be held on the UTC campus.

Conference registration will open soon. More information is available on the TNAPPA website tnappa.appa.org.
Introducing Facilities Services Training Badges

The Facilities Services Employee Training & Development Group would like to announce the implementation of their new training badges.

These training badges represent an employee’s accomplishment, competency, or achievement in selected training categories. A badge is typically focused in a narrow area, such as, earning a badge for successfully completing assigned OSHA training or achieving 32 additional training hours to meet HR 128. This is a pilot program that the training team is rolling out to celebrate those people who achieve and exceed certain requirements for their jobs.

The badges received for 2017 can be found on the following pages.

Please see the information below for several reminders from the Facilities Services Employee Training & Development Office.

If you have a request or recommendation for training, please email us at fstraining@utk.edu. We look forward to working with everyone more in 2018.

Lynda.com

We have the capability to load all FS employees to Lynda.com. If you or your staff are interested in completing courses through Lynda.com for personal or professional development, let us know so we can track those completions and ensure you receive HR128 credit. You can take any courses you want, but we can also assign individual video tutorials or complete playlists if you’re interested in pursuing training through Lynda.com. You can find instructions to login to Lynda.com on the Training Guide Pages at tiny.utk.edu/FSTrainingGuides.

OSHA Training

All 2018 OSHA Training courses have been assigned. We recommend that to easily remember when to complete your training you take your assigned courses during your birth month. You can always complete your training early! All Facilities employees must also complete a Sexual Harassment Prevention course for 2018. You will not achieve a 100% completion rate unless you complete the Sexual Harassment Prevention course in addition to all other assigned training. If you have questions about how to login and access your training, please see the K@TE login guide on the Training Guides page at tiny.utk.edu/FSTrainingGuides.

Other Training

The Office of Information Technology (OIT) sends out a weekly email that you can sign up to receive. In it is a list of training for the coming week. You can sign up for the OIT Weekly by following this link: listserv.utk.edu/archives/itweekly.html

Employee and Organizational Development (EOD), the training group for the university, publishes a quarterly newsletter featuring upcoming training. You can sign up for EOD News by following this link: listserv.utk.edu/cgi-bin/wa?SUBED1=eodnews&A=1. They also post a 6-month schedule on their website: hr.tennessee.edu/training/news/.

EOD also provides non-exempt employees with an opportunity to receive $150 per fiscal year for training through the Career Development Fund. You can find more information about fund and the requirements here: hr.tennessee.edu/training/career-development-fund/.

The policy HR0128 pertains to Human Resources Development. The University of Tennessee believes the professional development and training of its employees are central to the university’s mission, vision, and values. Supervisors are strongly encouraged to support employees’ participation in a minimum of 32 hours of training and development activities per year. As a result of that policy, training is tracked and evaluated as part of our annual reviews. There are two components to Facilities Services’ training requirement: OSHA Safety Training and HR 128.

As stated above, employees are encouraged to obtain a minimum of 32 hours of training and development annually. Your OSHA training counts toward this goal of 32 hours. For calendar year 2018, all employees that achieve a minimum of 32 hours of training and are OSHA compliant will be invited to a reception early in 2019 to celebrate that achievement. There were a total of 27 employees that accomplished this goal in 2017.

One additional benefit that you can receive as a university employee is a tuition waiver. See hr.tennessee.edu/benefits/educational-assistance-and-fee-waiver/ for more information.

Partnerships

The training team will be partnering with other departments on campus to offer more training at the Facilities Services Complex over the course of 2018. Look for partnerships with EHS, EOD, OED, and UTPD to be announced in coming months.
Student Assistant Scholarship Fund

Golf Tournament May 25, 2018

Tournament Information

Where: Three Ridges Golf Course
6101 Wise Springs Road
Knoxville, TN 37918

When: 8:30 a.m. Friday, May 25, 2018

Format: Captain’s Choice Scramble
Shotgun Start

Player Registration: $100 per player
$400 per foursome

Cost of Entry Includes:
- Breakfast
- Lunch
- Green Fees
- Cart
- Refreshments
- Prizes

Silent Auction:
A silent auction to benefit the scholarship will be held during the tournament.
If you are interested in donating an item for the auction, or if you would like to receive more information, please contact Veronica Huff with Facilities Services at vhuff@utk.edu or 865-974-2391.

More Information:
More information about the tournament, including registration and donation forms, and the scholarship can be found at tiny.utk.edu/FacilitiesFunds

Submit registration forms to:
Facilities Services Complex
Attn: Brooke Krempa
2040 Sutherland Avenue
Knoxville, TN 37996

Scholarship Information

The Facilities Services Student Scholarship Fund was created to provide a scholarship opportunity for student assistants within the department who are receiving real world experience in their chosen field of study.

Established in the fall of 2017, the fund targets students who demonstrate how their experience at Facilities Services is directly tied to their major or minor at the University of Tennessee.

The first Facilities Services Student Assistant Scholarship will be awarded for the 2018-2019 academic year.

Your support of this fund helps Facilities Services close the gap between a student’s financial aid and financial need, which in turn allows the university to attract and aid the most talented and well-deserving students.

Help dedicated students reach their educational goal by supporting our first ever scholarship golf tournament.

If you are interested in donating to the Facilities Services Scholarship Fund please visit our fund’s donation page journey.utk.edu/facilities.

Please contact a member of our scholarship committee for more information:

Matt Layne
mlayne1@utk.edu

Brooke Krempa
krempa@utk.edu

Veronica Huff
vhuff@utk.edu

Derek Bailey
dbailey4@utk.edu

Nikki Woolsey
nwoolsey@utk.edu

Dean Wessels
dwessels@utk.edu

Dan Smith
dcs@utk.edu

Austin Stoner
astoner4@utk.edu

Golf Tournament Contacts:

Derek Bailey
(865) 659-6377
dbailey4@utk.edu

Brooke Krempa
(734) 945-9051
krempa@utk.edu

Matt Layne
(931) 797-3085
mlayne1@utk.edu

Veronica Huff
(865) 974-2391
vhuff@utk.edu

The Facilitator Page 14
Golf Registration

Thank you for registering to attend the 2018 Facilities Services Student Assistant Scholarship Fund Golf Tournament being held at Three Ridges Golf Course May 25, 2018. Directions to the course can be found on the scholarship webpage at tiny.utk.edu/FacilitiesFunds.

**Time:** Registration begins at 7 a.m. Arrive no later than 7:30 a.m. Shotgun Start begins at 8:30 a.m.

**Format:** Captain’s Choice Scramble

**Fees:** Single Player $100, Four Person Team $400

**Fees Include:** 18 hole green and cart fees, range balls, breakfast, lunch and on-course refreshments.

**Silent Auction:** We will host a silent auction to benefit the scholarship fund during the tournament.

In any questions about registration please call Derek Bailey at (865) 659-6377.

<table>
<thead>
<tr>
<th>Single Player $100</th>
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<tbody>
<tr>
<td>First Name</td>
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<tr>
<td>Last Name</td>
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<tr>
<td>Company</td>
</tr>
<tr>
<td>Email:</td>
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<tr>
<td>Phone:</td>
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<tr>
<td>Average Score:</td>
</tr>
</tbody>
</table>

If you have a preference, please list below the name(s) of your preferred teammates (up to 3 people). They will need to complete registration forms as well if they wish to play golf.

Name (1):  
Name (2):  
Name (3):

<table>
<thead>
<tr>
<th>Four Person Team $400 (complete golfers’ names below)</th>
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<tbody>
<tr>
<td>Player 1</td>
</tr>
<tr>
<td>First Name</td>
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<tr>
<td>Last Name</td>
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<tr>
<td>Company</td>
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<td>Email:</td>
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<td>Phone:</td>
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</tbody>
</table>

| Player 2                                             |
| First Name                                           |
| Last Name                                            |
| Company                                              |
| Email:                                               |
| Phone:                                               |

| Player 3                                             |
| First Name                                           |
| Last Name                                            |
| Company                                              |
| Email:                                               |
| Phone:                                               |

| Player 4                                             |
| First Name                                           |
| Last Name                                            |
| Company                                              |
| Email:                                               |
| Phone:                                               |

Payments

Accepted payment methods are cash or check made payable to the Facilities Services Student Assistant Scholarship Fund.

Please mail completed forms and payments to Brooke Krempa at the Facilities Services Complex.

Please call Derek Bailey at (865) 659-6377 for payment questions.
Sensing for Sustainability

The Green Fee, officially known as the Student Environmental Initiatives Fee, is one of the four Facilities Fee embedded in student’s tuition, that was established in 2005 by the SGA to create a fund for environmental projects on campus.

The fee is $10 for in state and $30 for out of state per student, per semester, and accrues $800,000 annually. In the past, the Green Fee has funded projects like filtered bottle refill stations, zero waste game days, the generation of, 70,000 kWh per year of renewable energy via solar power, and new bike racks around campus, just to name a few.

The effects of these Green Fee related projects throughout campus continue to reduce Greenhouse Gas Emissions and bring down utility cost year after year, which demonstrates how sustainability focused projects can both create a more environmentally friendly campus and one that operates within a more efficient budget related to operations.

An example of a Green Fee project can be found through the work of Jon Hathaway, an assistant professor in the Department of Civil and Environmental Engineering. With an interest in sustainable urban water and green infrastructure, Dr. Hathaway requested $30,000 for environmental education, research, and stewardship to be utilized on the campus natural resources, specifically, Second Creek.

SUSTAINABILITY Continued on Page 17
Spotting and Avoiding Phishing Attacks

What is Phishing? Phishing is essentially someone trying to get you to do something through email, usually, volunteer personal information or click on a link, which enables them to compromise you, your accounts, or your computer in some way. Other kinds of phishing may require you to open an attachment or a link, which can infect your computer with spyware or malware.

While we are all taught to be wary of phishing scams that may sneak their way into our email inboxes, there are a few practical steps users can take to avoid becoming a victim of phishing scams.

• Protect your sensitive information. Never send sensitive information over email. It is crucial that you avoid sending bank account information, social security numbers, and personally identifiable information over email. If it’s an unsolicited or suspicious email that is from someone at UT, you should still avoid sending any sensitive information in an unprotected fashion. UT Policy prohibits users from requesting sensitive information in an unprotected manner.

• Check the email address. Always check the source of the email. Emails that come from odd-looking addresses, are misspelled or inaccurate, or appear to be made up of random combinations of letters or numbers are usually an indication of suspicious activity.

• Do not click on links. One way to check a link’s validity is to hover over the link without clicking. When doing this, the link destination will appear at the bottom left corner of your screen. This allows you to check the accuracy of the link. However, if ever in doubt, google the address you might need rather than clicking on the link provided.

• Do not open attachments. Be wary of unsolicited attachments, as they are an easy way for scammers to compromise your computer.

The key to avoiding phishing scams is to be vigilant when managing emails. While it is easy for users to manage their inboxes quickly, not checking the source and legitimacy of emails, attachments, and links can put you in danger in a matter of seconds. Putting in the time it takes to check the legitimacy of an email or link can save you time, money, and peace of mind in the future.

If you DO click on a link that you realize (too late) may be a phishing attempt, call the OIT HelpDesk at 865-974-9900.

Contact Jim McCarter at jvm@utk.edu or Tim Baker at tbaker41@utk.edu for more information.

SUSTAINABILITY

By using campus and the surrounding area as a research laboratory, Hathaway said this project looks to “capitalize on the fact that we have a stream running right next to campus that allows us to teach about and research a number of issues related to urban watersheds.”

The project began on October 1, 2015 and ended May 2016; however the water quality sampling lasted for two years starting in January 2016, and just ended in December 2017. So far there has been a monitoring station where flow data can be recorded and water samples can be collected on Second Creek.

After analyzing the data that has been collected thus far, Second Creek not surprisingly has the characteristics of the urban stream syndrome. This means that during rain events the flow is very high, there are high pollutant concentrations, and a lot of trash ends up in the creek.

“We are excited to have some upcoming projects that will focus on Second Creek and allow us to take our initial data and begin investigating other things, like tracking the sources of contamination in the watershed for instance, using innovative techniques,” Said Hathaway.

Looking forward, Hathaway has just begun to think about the future of this project. “I think there is real value in continuing to build experiential learning on campus in the area of water and the environment. Knowing how projects often build on each other, I’m sure we’ll have ideas on how to expand what we’re doing and will look to the Green Fee as a way to get us going.”
**Twitter Thanks!**

@utkfacserv Jim who came to South Stadium Hall to save us from dead mice is an angel on earth. He needs a raise and a hug. He's a 10/10.

11:01 AM - 6 Feb 2018

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Thank you @utkfacserv for all you do to make our campus safe! #frozen #snow #ice

8:27 PM - 17 Jan 2018

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Want to say thanks to @utkfacserv for getting the campus prepared for classes today @UTKnoxville. Had to work all night clearing roads, sidewalks, etc., and I appreciate your dedication to this campus. Go Vols!

6:43 PM - 17 Jan 2018

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Another great job @utkfacserv clearing the ice and snow from campus.

11:07 AM - 17 Jan 2018

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Thank you @utkfacserv for making sure campus is clear of ice for everyone today @UTKnoxville. No slipping today!

11:51 AM - 8 Jan 2018
Congratulations to Plumbing Services and Lock & Key Services for reaching 100% participation on the first day of the Big Orange Family Campaign! Thank you to everyone on both teams for your support of UT and thank you to team leaders Chip Pennoyer and Ed McDaniel for your dedication to the campaign!

The Big Orange Family Campaign runs through March 2. If you have any questions please contact Brooke at krempa@utk.edu

What can you find at fs.utk.edu?

- Employee Forms
- Training Information
- Best Practices Page
- Archibus Information & Guides
- Departmental Awards
- The latest Facilities news & newsletters
- In-House Practices
- Links to our social media pages
- Facilities Services DIY Series
- Training Videos
- Policies
- Annual Reports
- Facilities Services Staff Directory
- Building Representative List

Have a question about the website?
Contact Brooke at krempa@utk.edu

Check Out our DIY Videos on

In 2015 Facilities Services launched a series of DIY videos on its YouTube Channel.
To date, our teams have created 12 different videos featuring painting, landscape tips, tree care, plumbing projects, and recycling guides. Topics include lawn care, sustainability tips, mulching, pruning, weed removal, dry wall preparation, basic painting techniques, painting products, and paint cleanup.
Check out our department’s channel, UTFacilitiesServices, at youtube.com to see professional tips from members of our own team and check back often for new content.
Congratulations to our Employee of the Month recipients!

Help us to honor members of our team in the months to come and submit your nomination for a future employee of the month.

Nomination forms can be found on the Facilities Services website, fs.utk.edu, or by following this link: tiny.utk.edu/FSEOM.
FEBRUARY

JEFFREY BARNES  2-1
MARIA MARTINEZ   2-2
GEORGE BURRESS  2-2
HERBERT JONES  2-2
JIMMY BREWER   2-3
SARA TORRES  2-3
JESSICA DARBY  2-4
COREY FALLOS  2-4
STACEY KITTS  2-4
EZEKIEL HOLDEN  2-5
MITZI PROWELL  2-6
FELIX PHILLIPS  2-6
JUSTIN BALDWIN  2-6
DAVID COLLINS  2-7
MARGARET ECHEVERRIA  2-8
Randy Love  2-8
JASON CARRINGER  2-9
VERONICA MORENO TORO  2-10
CHARLES HILL  2-10
PERRY LONGMIRE  2-10
JOHNNY ROBINSON  2-11
MICHAEL ATKINSON  2-11
JOHN HARDIN  2-12
EDWARD MITCHELL  2-12
JEFFREY TALLEY  2-14
DANIEL GILES  2-15
GARRETT WOODS  2-15
ROBERT FRICK  2-15
BETH ATKINS  2-16
ROBERT CAUDILL  2-16
DENNIS FRANK  2-16
TIMOTHY MCNISH  2-16
NIKKI WOOLSEY  2-17
CASSIDY LIONHEART  2-18
GERALD GIBBS  2-18
SHEENA RHEA  2-19
TED MURPHY  2-20
ANITA O’DELL  2-20
DAVID RIDINGS  2-20
BEVIN HARDY  2-21
MICHAEL WELCH  2-21
MARY MARGARETE MILLER  2-22
TERESITA HEGARTY  2-22
MENNSI CHAMBERLAIN  2-22
JOEL RUMMAGE  2-22
KRISTIA BRAVO  2-23
SARA TURPIN  2-23
MICHAEL COOK  2-23
HAROLD BIVENS  2-23
ROGER NORRIS  2-24
DENNIS OWENS  2-25
AMANDA CLARK  2-25
MANAR AL-NUAIMI  2-26
TAYLOR HEADRICK  2-26
RANDALL THORNHILL  2-26
GARY HAGGARD  2-26
MARIAZAMBRANO ANCHICO  2-27
JACOB CAPPS  2-27
RONALD COUCH  2-27
RICHARD JOHNSON  2-28
JAMES JACKSON  2-28
GHENADI POPESCUL  2-28
JOSHUA CHAPIN  3-10
VERA RACILLA  3-11
FRANK BUNNER  3-11
THOMAS MCONNELL  3-11
DONALD FIKE  3-12
GORDON NELSON  3-12
MICHAEL CAPPS  3-13
PATRICK SMITH  3-13
KIMBERLY WILSON  3-13
JONATHAN CHRISTMAS  3-13
RONALD CODRY  3-14
HUBERT SMITH  3-14
JAMES PELFREY  3-14
JERRY CARR  3-15
FRED MIKELS  3-16
TERRY LEDFORD  3-16
TIFFANIE CASTEE  3-17
DIGHTW CULLOM  3-17
MICHAEL HASTIE  3-18
FRANK WREN  3-18
VEACESLAV SEVASTIANOV  3-18
RICHARD CALDWELL  3-19
MOHAMMED JUBOORI  3-19
MELVIN GODFREY  3-19
JAMES ROWLAND  3-19
TODD CURNUTT  3-20
KEVIN AMMONS  3-21
STEVE LONG  3-21
VICKY EALY  3-22
STEVEN KERLEY  3-23
JIMMY BLAIR  3-24
TONY HEARON  3-24
ANNA BEST  3-25
MARIE LEMONS  3-27
WAYNE COWDEN  3-27
PATRICIA NOE  3-28
AARON WHEELER  3-29
KATHERINE MCBRIDE  3-31

MARCH

ANA GOMEZ GALEANO  3-1
JEFF RENTSCH  3-1
DONNA NORRIS  3-3
ROY NANCE  3-3
TAYLOR GIPSON  3-8
GARY ROBERTSON  3-8
DENNIS MILLER  3-8
DYLANN ROSELLAND-HARRISON  3-10
JOSHUA SCOTT  3-10
MARY PARKER  3-10
JESSICA DESMOND  3-10