

The Facilitator

Official Newsletter of The Facilities Services Department of The University of Tennessee, Knoxville
<http://www.pp.utk.edu>

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Organization Changes

From email from Chancellor Loren Crabtree Dated May 20, 2005

Today I'm announcing a major administrative reorganization that will be good for our students and the entire campus community.

As you know, Philip Scheurer, vice president and vice chancellor for Knoxville operations, has announced he'll retire in July 2005. He's been a mainstay in campus administration for decades. We knew in developing a reorganization plan that it would be difficult to replace Phil's long-time experience and expertise. To assure continued progress, we have assembled a team of superb leaders that I believe will help move our university forward.

We've created a new Division of Finance and Administration for the Knoxville campus, headed by one of the most capable administrators I know, Denise Barlow. She will serve as vice chancellor for finance and administration. Joining Denise's staff are Jeff Maples, who will become the senior associate vice chancellor, and Jonee Daniels-Lindstrom, who will become assistant vice chancellor and bursar.

Jeff will oversee some of the more visible campus support departments: Police, Parking Services, Thompson Boling Arena, Bookstore, Space Facilities & Capital Budgeting, Facilities Services, and Dining Services. He'll also be the chief administrator for the security component of football game day management and the fraternity/sorority building project. Jonee will oversee the Bursar's Office, Vol Card Office, and Campus Vending.

Two units formerly under operations will transfer to Vice Chancellor Tim Rogers' Division of Student Affairs – the Student Health Service and University Housing. Joining Tim's staff are Jim Boyle as administrator of the Student Health Service and Jim Grubb who will serve as assistant vice chancellor and executive director of housing. Linking these groups with existing student affairs programs and staff will increase collaboration and serve our students even better.

Change brings challenge – and with it opportunity and innovation. We believe the expertise held by the new leadership team will continue the level of service we've come to expect and push that service to new heights of effectiveness and efficiency.

Richard Lane Moving On

As most of you have probably heard, Richard has announced he is retiring on July 30, 2005. Richard has been an important member of the campus community since 1967 when he came to UTK. After a stint in the Air Force, with some time spent in Vietnam, he actually started work on the campus working for one of the contractors building the fraternity houses in Fraternity Park. He has helped the A/C Shop grow from a small group in a shop in Austin Peay to what it is today. His knowledge of air conditioning systems is well respected not only on campus but also among air conditioning professionals in the area. When they were still around, Richard was considered an expert in keeping the lithium bromide absorption chillers in operation. However, he did not cry when the last one was removed. In the early 1990s, Richard was one of the key people involved in training over 500 local refrigeration technicians when the EPA required certification as part of the Clean Air Act. **Richard, enjoy yourself in your workshop and garden, and playing with those adopted grandkids.** Oh, if those of you still working drive down Millertown Pike some weekday morning after July 30 and notice a blinding glare; that is Richard sitting on his front porch, grinning and waving at you as you go by.



PIC-A-NIC!! – Don't forget our annual 4th of July Picnic to be held at the Lake Avenue Parking Garage at 12 noon on Friday, July 1, 2004!!!

Note the change in location!!!!

Skill-based Training Classes Going On During

Summer

by Harry Moore

Training is continuing on through 2005. We have had training classes in every month since the first of the year. The concentration so far has been on courses to benefit those with skill needs in the electrical area and construction. What we have presented so far is Electric Ladder Diagrams, Basic Electrical Training, National Electrical Code, and Construction Cost Estimating. The Construction Cost Estimating course is in progress right now with instruction by George Cox who is on staff at PSTCC. These courses were building on those given last year, Construction Blueprint Reading and Electrical Safety Related Work Practices. We are currently planning the curriculum for Mechanical Blueprint Reading and want to work in the Intermediate Industrial Electrical Training course before Labor Day if we can. In the fall, we want to have courses for those interested in controls: Instrumentation & Controls, Programmable Controllers, and Intermediate Programmable Controllers. Be sure to watch for sign-up sheets on your shop bulletin boards.

It is important to understand that there is quite a cost for the training in manpower and in dollars. We have a heavy construction schedule all year long and particularly in the summer months. The dollar cost paid to instruction providers is in the tens of thousands of dollars. At the same time, we want to take every advantage of these courses to increase the skill of our employees giving them the chance to grow in place and prepare for future opportunities. We would like to continue these courses next year. For one thing, there are a number of folks who could not take courses because of personal schedules or the lack of space in the classes. We would like to repeat those courses which had good sign-up interest. Otherwise, we still look forward to additional benefits of adding skills and adding to our skills as a department.

Again, watch for sign-up sheets coming to a shop bulletin board in your shop soon. If you have any questions or comments, give them to Harry Moore. Come by, call, or send comments to x2415, hvmoore@utk.edu.

Increase in 401(k) Match

From email from Sylvia Davis dated June 9, 2005

The General Assembly of the State of Tennessee passed legislation that increases the amount the state will match in the 401(k) deferred compensation program from \$20 to \$30 per month. The minimum deferral to a 401(k) remains at \$20 per month (\$10 per biweekly pay period).

In order to receive the full match, you should defer a minimum of \$30 per monthly, or \$15 per biweekly, pay period. If you are already deferring these minimums or more, the \$30 match will be applied automatically and no action is required on your part. If you wish to have your contributions deferred from your longevity pay, you should defer at least \$360 to receive the full match.

To have this deferral reflected in your July paycheck, your salary reduction forms must be at the UT Office of Benefits and Retirement no later than June 30, 2005.

Forms for completing this transaction can be found at http://www.tennessee.edu/retirement/forms/401K_SalaryReductionAgreement.pdf

If you have questions about the 401(k) matching program, please contact the Benefits and Retirement Office at 865-974-4341 or by email at benefits@tennessee.edu.

The 401(k) matching program is a great benefit for employees and we hope you take advantage of this additional benefit.

The Budget for 2005-06

The Governor's budget has been passed by the Legislature. News on raises and 401K increases are in other articles.

The Board of Trustees will meet this week to discuss details of the University's specific budget items. A tuition increase is inevitable, the size of which depends on what the Board decides to include in the final budget.

Facilities Services budget request includes almost \$2M for utilities increases of which \$1M is for electricity, about \$400K is for coal, and about \$340K is for a sewer rate increase.

We are also hopeful to receive funding for a recycling truck and baler, and a monitoring system for incoming electrical power at the substation.

Movin' On

David Latham – 6/30/05
Richard Lane – 7/30/05

Lost – digital camera, CoolPix

3100 in orange and black leather case. If you found it please see Bob Caudill, 974-5107

Movin' Around

By Jennifer Hatcher

Crendell Wees to St. Plant Operator, Steam Plant
James Holder to Asst. Gen Maint Cft Worker, Steam Plant
Dale Abernathy to Carpenter Shop Foreman, Carpentry Services
Sanders Wood to Senior Carpenter, Carpentry Services
Richard Hutsell to Senior Carpenter, Carpentry Services
Jerry Snyder to Maintenance Specialist, Prev. Maint
Mark Wagner to Sr. Maint Specialist, Prev. Maint.
Paul Hinshaw to Sr. Maint Specialist, Prev. Maint.
Terry Miolen to Maintenance Specialist, Prev. Maint.
Robert Jenkins to Maintenance Specialist, Prev. Maint.
Grace Payne to Sr. Custodian, Building Services
Paula Click to Quality Assurance Clerk, Building Services

Holiday and Closing Schedule:

Independence Day – July 4, 2005
Labor Day – September 5, 2005
Thanksgiving – November 24-25, 2005
Christmas – December 26-30, 2005
New Years – January 2, 2006



All that is missing is the horizontal height lines.

Pay Increases for UT Faculty and Staff

From Email from John D. Petersen, UT President

Dated June 6, 2005

Legislative Pay Increase Formula Will Allow \$750 Minimum or Up to 3 Percent for Full-Time Staff Plus Increase in 401K Mat ch. Faculty Funds Include Merit Increases.

The appropriations bill passed by the state legislature allows the University of Tennessee the opportunity to continue to improve the salary level of employees.

Here's how the state's formula affects UT staff and faculty:

- Every full-time staff member with satisfactory performance receives an increase of 3 percent or \$750, whichever is greater.
- For UT faculty, the available 3 percent increase will be divided, with each faculty member receiving a minimum, across-the-board increase of 1.5 percent. The remaining 1.5 percent will be pooled for merit increases based on performance.
- The voluntary 401K match per employee increases from \$20 to a maximum of \$30 per month.

Fortunately, the state has provided funds for a portion of these increases, but it is still necessary for the university to provide a significant share of the cost from its existing and future fee revenues.

Throughout the legislative session, the university worked to support language in the proposed bills that would continue our practice of assuring at least a minimum amount for staff. This is the third consecutive upgrade of the lowest pay levels. Because of those efforts, right now fewer than 8 percent of university employees earn less than \$20,000. This is an improvement from 26 percent in 1998. Of the current total of UT employees in that category, almost half have been employed less than four years. We are committed to continuing those improvements for all employees.

We have worked hard to achieve the opportunity to recognize faculty on a merit basis. We believe the combination of applying half the available increase across the board and pooling the remaining half for performance based recognition is a giant step forward in allowing us to retain top faculty and to provide incentive for top performance. Our goal is to prove the viability of this approach and to seek future funding on that basis. We also will continue to refine our review processes to be able to expand merit recognition to other gr oups in the future.

Thank you for your effort and hard work on behalf of making the University of Tennessee not only a great higher education institution, but also a great place to work.

Lunches with the Executive Director are scheduled for the last Tuesday in each month from 12 noon until 1:00 PM for folks on first shift, and at 5:30 PM for folks on second shift.

Facilities Services Vacancies:

Engineering – Mechanical Engineer, Sr. Secretary
Steam Plant – Steam Plant Operator, Steam Plant Trainee
Carpenter Shop – Cabinetmaker
A/C Shop – Refrigeration A/C Mechanic, Sr Sheet Metal Worker, Sheet Metal Worker
Key Shop – Sr. Locksmith
Bldg Services – Sr. Custodian, Custodian
Grounds – Laborer, Horticulturist, Bldg & Grounds Servicer, Foreman, Lawn Gardener
Arena – Service Aide II

Fixtures

Folks that have been around a while
20 years – Joe Newman, Gary Stinnett, Tim Tomlinson.
10 years – Jim McCarter, Wally Reed.
15 years – Willie Battle, Wayne Shoffner
10 years – Randy Hamilton, Arthur Tezak
5 years – Charles Birchfield, Dwight Morgan, Danny Hensley.

Compost Give Away

Grounds still has some compost available. If you would like some contact David Bayless or Ted Murphy.

Be Energy & Environmentally Conscious

We have recently had two instances where we have been cited for stormwater violations. One was for allowing effluent from pressure washing to enter a storm drain, and one was for using a hose to wash off a loading dock area into a storm drain. There are very few instances where anything but rain water is allowed to enter a storm drain. Check with your supervisor before putting anything in a storm drain.

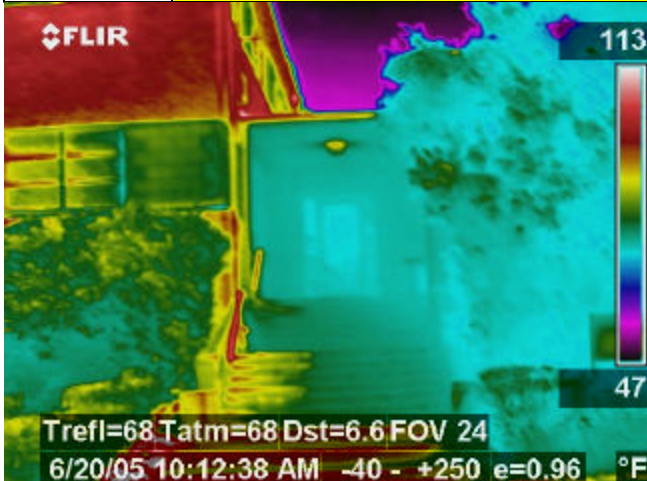
New Faces in Town

By Jennifer Hatcher
Glenda Burger, Building Services
Daniel Carlotta, Steam Plant
Joshua Cash, Grounds
Byron Clay, Grounds
Randall Clowers, Carpenter Shop
Michael Doane, Building Services
Charter Doyle, Electric Shop
Juanita Gunter, Building Services
Millard Lett, Carpenter Shop
Sandra McKinney, Central Supply
Dolly Posey, Building Services
Natalie Sparks, Building Services
William Wilson, Grounds

TEMPERATURES ARE ON THE RISE

BE CONCIIOUS OF YOUR CONDITION AS YOU WORK IN THE HEAT BEING SURE TO STAY HYDRATED

BE SAFE!!!



The picture on the left is what our building may look like to some of us after a rough weekend. Actually, it is an infrared picture taken using one of our new Thermagraphic cameras. These cameras will be used to help locate everything from energy losses, to water infiltration in walls and roofs, to bugs. The cameras have the capability of reading temperature differences of as little as 0.2 degrees F.

Regional Chiller Plants

In the early 1990s the EPA mandated phase out and replacement of older refrigerants (Freon) that damages the ozone layer above the earth. This caused us to look at our large chilled water air conditioning systems as most of our equipment could not be retrofitted to work with the newer refrigerants. At that time, most of our buildings had their own older and inefficient chillers, which operated at partial (even more inefficient) loading most of the time. As we have replaced these chillers, we have consolidated them into regional chiller plants. Each plant provides chilled water to multiple buildings allowing the chillers that are running to operate at a more efficient capacity. We are entering the last phases of this process with a project in the Art & Architecture and Music Building area and a project on the Ag Campus. At the completion of these projects the chilled water plant at Music will serve Music, A&A, Clarence Brown Theatre, Carousel Theatre, Student Health, and HPER. The chilled water plant at the new Plant Biotechnology Building will serve Plant Biotech, Brehm, McLeod, McCord, Food Safety, Morgan, both Bio systems Engineering Buildings, and Ellington Plant Sciences. At the completion of these projects, the Ayres Hill area will be the remaining project. The Dabney/SERF chilled water plant already serves Dabney, Buehler, SERF, Dougherty, Physics, and parts of Perkins and Hesler. This plant will be interconnected with the new plant being installed with the Hesler project and possibly with the new Computer/Electrical Engineering Building to complete the loop in the Ayres Hill area. The picture at right is of one of the new chillers being installed at the Music chilled water plant (photo by Richard Lane).

