

THE FACILITATOR

NOVEMBER/DECEMBER 2011

FACILITIES PROJECT TO EXPLORE USE OF RAINWATER FOR COOLING TOWERS

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The Facilities Services Department is teaming up with students and faculty from the UT Knoxville College of Engineering (COE) to investigate the potential for supplementing cooling tower water with rainwater captured from the roof of Hesler Hall. If successful, the concept could become an innovative water-saving strategy for the Knoxville campus.

As part of the project, rainwater will be redirected from a downspout on the west side of Hesler Hall to a 275-gallon ground-level storage tank alongside a nearby chiller building. Once transferred to the storage tank, the rainwater will be pumped up to the cooling water basin of a cooling tower. Controls on the pump and tower will limit the amount of rainwater that enters the basin and ensure that pumping is done as efficiently as possible.



Hesler Hall

Facilities Services staff and COE faculty and students will be monitoring the quality of the rainwater prior to using it in the cooling tower. This precautionary measure will help to avoid any issues of corrosion, scaling, or fouling that may arise due to poor water quality.

The success of the project will be judged according to a number of factors, including the quality of the rainwater, the quantity of potable water saved, and equipment costs.

When available, updates on the project will be posted in *The Facilitator*.

UNIVERSITY ADOPTS NEW SMOKING POLICY

The University of Tennessee has adopted a new system-wide smoking policy. The policy (SA0900-Smoking) is being implemented in compliance with the Tennessee Non-Smoker Protection Act. The policy, which applies to all University officials, employees, students and visitors, includes the following prohibitions:

- Smoking is prohibited in all buildings owned or operated by the University;
- Entrances to all University buildings are designated as smoke free, and smoking is prohibited within twenty-five (25) feet of all doorways, windows, and ventilation systems of all University buildings. All designated smoking entrance signs on buildings will be removed and all cigarette urns will be removed or moved at least 25 feet away from buildings;
- Smoking is prohibited in all motor vehicles owned, leased, or operated by the University;

University employees should report violations of the policy to their immediate supervisor, or the staff person responsible for the facility where a violation occurs. Violations also may be reported to the University-Wide Institutional Compliance office (974-4438) or the State Comptroller's Fraud Hotline at 1-800-232-5454.

The smoking policy can be found on the University policies website: https://my.tennessee.edu/portal/page?_pageid=34,140536&_dad=portal&_schema=PORTAL&p_policy=SA0900.

For more information, contact HR at 946-8847.

QUOTE OF THE MONTH:

"Common sense is the knack of seeing things as they are, and doing things as they ought to be done."

-- Harriet Beecher Stowe

STREAMLINING OF PROCEDURES UNDERWAY

To help Facilities Services operate more effectively and provide better service to the campus community, Associate Vice Chancellor **Dave Irvin** has begun to streamline the Department's procedures. For example, Mr. Irvin has revised the approval procedures for the Department's

purchasing documents (PDs). Effective October 24, 2011, PDs with estimates under \$2,500 (including STOCK orders and the M project for tools) can now be approved by the shop head or their designee. Previously, PDs with estimates of \$2,000 and above required additional administrative approval.

If you have ideas for improving the Department's effectiveness, please share them with your supervisor. Alternatively, suggestions may be submitted confidentially via the employee comment box next to Facilities Services room 107. This box is regularly emptied and its contents are shared with Mr. Irvin.

HAPPY BIRTHDAY!!!

Summey, Jackie T - 11/1
 Martin, James R - 11/1
 Hanson Jr, Randall H - 11/1
 Limbaugh, Jerrald W - 11/2
 Miller, Kenny R - 11/2
 Keel, Jeff A - 11/3
 Idle, Heather M - 11/4
 Kennemore, Michael L - 11/5
 Webb, Dustin J - 11/6
 Tomlinson, Timothy S - 11/6
 Ogle, Jason A - 11/6
 Bailey, Derek W - 11/7
 Norris, Hazel M - 11/7
 Graham, James C - 11/8
 Battle Jr, Willie Z - 11/8
 Miracle, William T - 11/9
 Roach, Edward N - 11/10
 Parton, Gregory M - 11/11
 Moyers, Jeffery D - 11/11
 Collins, Andrew J - 11/11
 Yang, Yunni J - 11/11
 Sise, Phillip S - 11/12
 Brock, Debra E - 11/12
 Rutherford, Jerry W - 11/15

Shirk, Bryan C - 11/15
 Wees, Crendel G - 11/16
 Johnson, Alex S - 11/16
 Reed, Joyce - 11/17
 Thomas, Gary J - 11/17
 Hurst Jr, Archie D - 11/19
 Perrin, Jess R - 11/20
 Harbin Jr, Ernest T - 11/21
 Mahan, Harvey R - 11/21
 Fuller, Derek L - 11/21
 Longmire, Randy E - 11/21
 Monahan, Johnny - 11/21
 Carver, Lester R - 11/23
 Mcdaniel, Christian C - 11/23
 Sharp, Anthony W - 11/25
 Garland, Kevin A - 11/26
 Noe, Larry D - 11/26
 Lee, Dennis R - 11/26
 Cook, Janet M - 11/27
 Taylor, Sherwin M - 11/27
 Raper, Michael J - 11/28
 Click, Paula K - 11/29
 Jones, Angela G - 11/29
 Jackson, Michael T - 11/29

Rowe, Brian H - 11/30
 Walker, Mickey L - 12/1
 Oakley, Tommy L - 12/2
 Miolen, Terry L - 12/2
 Aparijo, Anthony G - 12/3
 Mitchell, Stuart H - 12/4
 Htang, Simon S - 12/5
 Jolly, Kevin P - 12/6
 Nichols, Gary W - 12/7
 Parigin, Jonathan K - 12/7
 Monger, Jeffrey L - 12/9
 Breeden, Joseph Eugene - 12/13
 Tomlinson, Joel G - 12/14
 Holloway, Luther D - 12/14
 Satterfield, Sherri L - 12/14
 Wright Jr, David F - 12/14
 Whitehead, Shannon L - 12/15
 Cannon, Leon E - 12/15
 Brooks, Timothy S - 12/17
 Mitchell, Barry M - 12/17
 Penalba, Cesar A - 12/18
 Nicley, Randall P - 12/19
 Kidd, Ronald E - 12/21
 Munsey, Larry W - 12/21

Keck Jr, Kenneth C - 12/23
 Jeter, Edward J - 12/23
 Bowles Jr, Clarence E - 12/24
 Crigger, David J - 12/25
 Mabe, Chris E - 12/25
 Shermer, Mary Jo - 12/25
 Smith, Christopher T - 12/25
 Simpson, Sydney B - 12/27
 Willoughby, Wesley M - 12/28
 Seymour, Montgomery J - 12/29
 Mcdaniel, Edward S - 12/29
 Roe, Daryl A - 12/29
 Cottrell, Jason C - 12/29

EMPLOYEE ENGAGEMENT SURVEY

It's not too late to participate in the University's Fall 2011 Employee Engagement Survey! The system-wide survey is an opportunity to comment on your pay, benefits, training, and other topics related to working at UT Knoxville. All regular full-time and part-time staff scheduled to work at least 50 percent time are eligible to participate now through November 15.

To ensure anonymity of responses, a nationally recognized, third-party vendor, ModernThink, is administering the survey. Participant identity is confidential, and employees are encouraged to respond candidly. The survey takes about 20 minutes to complete.

Paper surveys are available and have been distributed by supervisors and human resource officers. Please let them or the HR Call Center (946-8847) know if you have not received the survey, or require assistance completing the survey.

Please take advantage of this opportunity to voice your opinions about Facilities Services and the University!

POSITION OPENINGS

As of 11/7/11, Facilities Services was advertising the following position vacancies. For more information, call HR at 974-6642.

Engineer II - Capital Projects Mgmt
 Sr Steam Plant Operator - Steam Plant
 Asst Gen Maint Craft Worker - Steam Plant
 Electrical & Electronics Tech - Steam Plant
 Steam Plant Mechanic - Steam Plant
 Control Specialist II - Air Conditioning Services
 Painter - Carpentry Services
 Craft Assistant I - Carpentry Services
 Sr Electrician I - Electrical Services
 Service Aide II - Building Services (2 positions)
 Service Aide I - Building Services (5 positions)
 Custodial Foreman - Building Services
 Lawn Aide I - Grounds/Transfer & Hauling
 Sr Maintenance Worker - Prev. Maint. (Arena)
 Service Aide II - Prev. Maint. (Arena)
 Service Aide II - Prev. Maint. (Athletics; 5 positions)

GREEN TIP: BRING YOUR OWN MUG

Have you heard about The Mug Project? Launched by UT Recycling and Volunteer Dining in August 2011, this program provides substantial discounts to people who bring and use a reusable beverage container at participating campus dining locations. The initiative aims to reduce waste by decreasing the use of disposable paper and Styro-foam cups on campus.



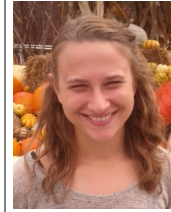
As part of The Mug Project, customers who fill up their reusable mug, bottle or cup (24 oz. or under) may purchase fountain sodas and drip coffees for only 99 cents. In addition, Volunteer Dining is offering a 15 percent discount to customers who fill their reusable beverage containers with specialty coffees (e.g. Starbucks coffee and cappuccinos).

Campus dining locations participating in The Mug Project include Starbucks, Einstein Bros. Bagels, Quiznos, Pizza Hut, McAlister's, Smokey's, Café at the Arena, Subway, Sbarros, Mabel's, KFC, Petro's, POD Markets, and residence hall convenience stores.

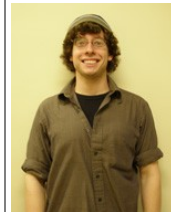
Paper and Styrofoam cups cannot be recycled on campus and take considerable amounts of resources to manufacture, ship, and dispose. The goal of The Mug Project is to keep 100,000 disposable cups out of the trash by August 2012. Over 10,000 cups have already avoided a one-way ticket to the landfill. So, grab your mug and start enjoying the savings!

NEW STUDENT EMPLOYEES

Daniel D. Pape recently began a full-time internship with **Ted Murphy** and the Grounds/Transfer & Hauling office. Daniel is a student from Purdue University studying Landscape Architecture. Daniel has just one semester to complete upon his return to Purdue in fall 2012.



Caycee Ellis recently joined the Office of Sustainability as a part-time Student Assistant. Currently a fourth-year student at UTK, Caycee is helping **Gordie Bennett** develop and refine campus environmental stewardship programs. Her position is funded by the Student Environmental Initiatives Fund.



UT Recycling recently hired two UTK students: Recycling Assistant **Andy Pigg** (see left photo) and Composting Assistant **Patrick Call** (right photo).



Please welcome these students to Facilities Services!

EMPLOYEES RECEIVE 'KUDOS', MORE TO COME

The winners of the 13th Annual Chuck Thompson Awards were announced at a ceremony held on Wednesday, November 9 in the Ray Mears Room located in Thompson-Boling Arena. Two awards were given at the ceremony, one to **Don Cross** for his outstanding crafts work through the Carpentry Shop, and one to Preventive Maintenance employee **Hazel Norris** for her excellent customer service and clerical support.



Hazel Norris accepts her 2011 Chuck Thompson Award from Dave Irvin. Photo by Monte Seymour.

Mr. and Mrs. Richard C. Thompson, son and daughter-in-law of former Assistant Director Charles F. (Chuck) Thompson established a \$15,000 endowment with the University in the 1990s. The income from this endowment is used to fund the Chuck Thompson Awards for two non-exempt employees of the Facilities Services Department.

In 2012, **Dave Irvin** plans to implement and expand the Facilities Services employee recognition program. Mr. Irvin wants to give 'kudos' to individuals and offices who go above and beyond the call of duty, serving our customers and/or contributing to the success of the Facilities Services and the University.

While the exact details of this 'kudos' program are still to be worked out, Mr. Irvin would like for it to become a Facilities Services tradition in line with the Chuck Thompson Awards and other longstanding employee recognition programs.

Stay posted for more information about the 'kudos' program!



Don Cross accepts his 2011 Chuck Thompson Award from Dave Irvin. Photo by Monte Seymour.

Check out the Facilities Services web page!

<http://facilities.utk.edu/>

YOUR BI-MONTHLY "FIX" OF FACILITIES NEWS AT THE UNIVERSITY OF TENNESSEE

University of Tennessee, Knoxville
 Facilities Services Department
 2233 Volunteer Boulevard
 Knoxville, TN 37996-3010

Send questions, comments, and suggestions for future editions of *The Facilitator* to:

Gordie Bennett
 Facilities Services Room 208C
 Phone: 974-7780
 Email: gbennet5@utk.edu



EVENTS CALENDAR

NOVEMBER 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 	2	3	4	5
6	7	8	9	10	11	12
13	14	15 	16	17	18	19
20	21	22	23	24 	25 	26
27	28	29 	30 			

= Biweekly staff pay day
 = Monthly staff pay day

WELCOME NEW EMPLOYEES!

Please welcome the following employees to Facilities Services:

Reed, Joyce
 Ayala-Fuentes, Carlos
 Forbes, Mamie L
 Breeden, Joseph E
 Capps, Jacob B
 Chapin, Joshua D
 Gentry, Ethan B
 Rexroad, Brian L
 Psar, Radovan

Simpson, Sydney B
 Billington, Michael S
 Hannum, William J
 Smith, Christopher T
 Mchone, Harls A
 Couch, Christina M
 Hopkins, Robert J
 Clark, Jeffrey H
 Morris, Bethany M
 Gress, Jack
 Edwards, Ryan

OPEN ENROLLMENT - FLEXIBLE BENEFITS PLAN

Employees interested in joining UT's flexible benefits plan or participating for another year should sign up during this year's open enrollment period, which ends November 30.

The flexible benefits plan is an important part of UT's overall benefits package. It allows employees to pay certain predictable medical and dependent care expenses, such as co-pays, with pre-tax dollars. Employees with high out-of-pocket expenses for medical and dependent care can establish reimbursement accounts to plan for these expenses and take advantage of substantial savings.



Employees who already participate in the flexible benefits plan and want to continue enrollment must re-enroll each year. Questions about the flexible benefits plan should be directed to the UT Office of Payroll at 974-5251.

DECEMBER 2011

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 	2	3
4	5	6	7	8 	9 	10
11	12	13 	14	15	16	17
18	19	20	21	22	23 	24
25	26 	27	28	29	30	31