

The Facilitator

Facilities Services Bi-Monthly Newsletter

February/March

Volume XIII, Issue 2

Volunteers Plant 1,000 Trees to Celebrate Arbor Day



Approximately 1,000 trees were planted on campus March 4 in an effort to rehabilitate the Second Creek corridor.

UT Facilities Services worked with more than seventy volunteers to plant the saplings along the creek's bank. The event marked Tennessee Arbor Day, held on the first Friday of March.

Four Facilities Services subunits, Landscape Services Arboriculture, Stormwater Management, the Office of Sustainability, and UT Recycling, organized the planting as part of a larger campus project.

"It has been my dream to rehabilitate this stream corridor since I came to UT two years ago," said Stormwater Coordinator Garrett Ferry. "This is a great addition to the existing capital project in the area."

The capital project includes the clearing of all plant material within the first fifteen feet of the Estabrook Road sidewalk. The planting project, which was made possible by three separate grants, goes a step further by clearing all invasive species from the bank in that area.

Project funding included grants of \$500 and \$800 from TWRA and a \$20,000 grant from the Tennessee Wildlife Resource Agency approved through the Student Environmental Initiatives fee, also known as the Green Fee.



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Congratulations on Your Retirement!



Congratulations to Building Finishes' Tim Matthews who retired from UT in April after 30 years of service.

***Thank you for your
dedicated service to
Facilities Services and best
wishes in your retirement!***

Learning Partner Award

The Living & Learning Communities of UT Knoxville Housing presented the Office of Sustainability's Sarah Cherry, the Greenhouse LLC liaison, with the Honorary Learning Partner award!

Here's an excerpt from the nomination:

"Sarah has really helped the Greenhouse LLC get organized....Sarah was able to hold a meeting with us. This first step really helped us take off. Since that meeting, Sarah has taken a very small group of us to Beardsley Farm to volunteer. She also has been sending out emails with information and ideas that the LLC could do."

Congratulations Sarah!



Job Well Done!

I noticed the crew working hard all throughout the day yesterday in Circle Park. Results are absolutely beautiful. Please extend to your team my appreciation for a job very well done! - Richard Swearingen, Associate Director Administrative Services



Trees Continued

“This is a great example of the student Green Fee implementing better projects on campus,” said Sustainability Manager Preston Jacobsen.

This addition to the project helped to clear all of the invasive species from the full clearing zone all the way to the stream, which allowed crews and volunteers to come back and plant the native trees.

“Invasive species are typically poorly suited to stabilize riparian zones due to shallow root systems,” Ferry said. “Native species actually have a much more robust root system that can grab on and stabilize the banks much more efficiently.”

From a water quality standpoint, these trees will also prevent erosion and will soak up water to prevent swelling of the creek’s volume.

“Any time you are slowing that water down you are improving water quality,” said Ferry.

In addition to improving water quality, the trees will increase the amount of canopy cover for the campus.

“The more we plant, the better we are going to be as far as energy conservation with the shading of hard surfaces and buildings,” said arborist Sam Adams. “In addition, we are storing carbon, absorbing carbon dioxide, and releasing oxygen—all the positive benefits that you can get from having additional trees.”

The cost of the saplings made up a small portion of the grants provided. With the additional money, Facilities Services will plant larger native trees to preserve the shading of the creek.

This took place during March and will continue in the fall.



Inside the New Facilities Services Building

Work continues to progress at the new Facilities Services Building on Sutherland Avenue.

Please speak with your supervisor or director for your unit's move-in schedule.

The following are images of the ongoing interior construction, renderings of the chosen office furniture and the approved seating diagram.



Images of the building's ongoing construction can be found on page 5 and 6 of this newsletter.

More photos can be found on our Facilities Services Department Facebook Page.

Rendering of typical downstairs desk layout.

Look on page 7 for the latest approved seating diagram.

All units and areas are color coded on the chart.



Rendering of typical upstairs desk layout.

Inside the New Facilities Services Building



Pictures of the Facilities Services Building are posted regularly on the department's Facebook page.

Like us to see regular updates! facebook.com/UTFacilitiesServices/
Updated photos can also be found on our Twitter, Instagram, flickr and Google+ pages.
More info can be found at fs.utk.edu

More pictures can be found on page six!

Inside the New Facilities Services Building



Associate Vice Chancellor

Comm. & Info.

Design Services

Building Services

Construction

Utilities Services

Zone Maintenance

Admin. Services

Special Projects

LETTERS OF APPRECIATION

To Recycling:

Kofi Sekyere and Valentin LeBesnerais were sent to Pendergrass Library by mistake to replace a paper bin that was not missing, but while they were here they noticed some things that were not up to standard and did their best to correct them. They were both very courteous and good natured.

I just wanted to let someone know that they are doing good work in the wild. Far too often, only not-so-good behaviors are singled out; so, I wanted to highlight some of the good.

Sincerely,
Jeffrey

To Arena:

It's hard to believe, but yet another home basketball season is in the books. We hosted 17 men's contests at Thompson-Boling Arena, and you consistently made important contributions to a collective game-operations effort I think we can call be very proud of.

Regardless of the result on the floor, one thing I can always count on from visiting team staff is receiving positive feedback about their experience in our facility.

I know our coaching staff is pleased with our game presentation as well; I can think of numerous instances in which they've expressed how impressed they are not only by the passion and enthusiasm of our fans, but by all in-house aspects of game operations here at Tennessee.

Please know that I place tremendous value in the privilege of being able to lean on the experience and professionalism of each of you every time we host a game at Thompson-Boling Arena. I certainly fall short in consistently expressing that, but I hope this brief note at least helps to convey my appreciation.

Here's to a another fun season in the books, and I eagerly look forward to sharing an even more exciting home campaign with each of you in 2016-17 (it will be here in the blink of an eye).

Many thanks,
Tom Satkowiak
Associate Director of Media Relations
University of Tennessee Athletics

To Zone Maintenance:

Good Afternoon,

Wayne Limbaugh saved the day for us this past Saturday! Wayne is our Maintenance Specialist here in the Baker Center Building. This past weekend was our annual Haslam Scholars Selection Weekend. We hosted 30 potential students and their parents for this event that determines which 15 of the 30 student finalists will be chosen as our incoming freshman Haslam Scholars cohort for fall 2016.

On Saturday, we had a community service activity scheduled for the students. They were to cook a spaghetti dinner for the teachers and staff at Pond Gap Elementary School. Pond Gap is where our Haslam Scholar students perform most of their community service. We discovered at 8am that the stove in the Baker Center catering kitchen would not turn on. Needless to say, this caused some panic. Without the stove and oven, there would be no way of making the meal. Wayne takes excellent care of us Monday through Friday so I texted him Saturday morning and asked what to do. He told me he was on his way in to work Fire Watch at the basketball game and would be here soon.

Wayne took his personal time to stop by the building before reporting to the ballgame, found the tripped breaker and restored power to the stove. He also told me about the One Call number for facility emergencies. I was unaware of this number. On behalf of Dr. Turner and the entire Honors and Scholars Programs Office, I want to tell you how much we appreciate Wayne and all he does for us.

Kind regards,

Linda W. Clark
Honors and Scholars Programs

To Arena:

You are all so awesome! Thank you for being so helpful over these past three years. We look forward to many more set ups with you!

Sincerely,
Kristen Pitcock and Sara Harp



Find Facilities **Big Orange Friday**
Pictures on Instagram!



utfacserv



Twitter Thanks!



UTK Pride Center @UTKPrideCenter · Mar 4
S/o to Rick from @utkfacserv for installing a camera outside the Center today! #safety #inclusion

1 retweet · 15 likes



Ross Martin @RossJM11 · Mar 7
@utkfacserv thanks you for the quick response

1 retweet · 1 like · [View conversation](#)



UT Knoxville @UTKnoxville · Mar 15
A #beautiVOL spring is arriving a little early on Rocky Top! 🍌🌸
You and Tennessee Football



51 retweets · 152 likes



UTK Pride Center @UTKPrideCenter · Mar 30
Thank you @utkfacserv for installing a camera in our courtyard. #safety #inclusion



1 retweet · 8 likes



UTK Pride Center @UTKPrideCenter · Mar 23
Thank you @utkfacserv for sprucing up our arches breezeway! Much nicer!!



1 retweet · 9 likes



EngrProPractice @UTProPractice · Mar 31
We are excited about the new sign that @utkfacserv put up today on our office window! It looks great!



2 retweets · 4 likes



UTK Pride Center @UTKPrideCenter · Apr 4
Our courtyard is a beautiful getaway. Thank you @utkfacserv for making it beautiful. #spring #weather #happy



7 likes

Follow us @utkfacserv!

Thank you for making our 1st Smokey's Pantry food drive a success!



Our first Facilities Services Food Drive to benefit Smokey's Pantry was a great success.

As a department we donated more than 540 items to the new pantry on campus.

Smokey's Pantry is the first food pantry at the University of Tennessee, and the group serves students, staff and faculty on the UTK campus.

If you are interested in volunteering at the pantry, please fill out this form: <http://goo.gl/forms/Jq5iDn-bz44>

Thank you all for your generosity!

Sanitation Safety Hosts Workshop



Sanitation Safety Superintendent Randy Hamilton presented at a Facilities Fundamentals Workshop in March. This was the sixth workshop hosted by Facilities Services for the UT campus community.

The workshop, Mosquito and Pest Control, covered methods to prevent pests such as mosquitos, spiders, ants and bed bugs.

Randy discussed different viruses and diseases that can be transmitted by pests, how to minimize risks, and best prevention practices.

The presentation can be found [here](#) on the on the Communications & PR page of the department **Web site** and a video of the workshop can be found on the Facilities Services **YouTube Channel**.

The next workshop will take place in late April and will feature Building Services.

If you have any questions about Facilities Fundamentals, please contact Brooke at 214-7662.

Employee Satisfaction Survey Participation

Thank you to everyone who took the time to voice their opinions during this year's Facilities Services Employee Satisfaction Survey.

We received 121 completed surveys from individuals throughout the department, which is an increase from last year.

The survey results are currently being compiled and a report will be created by the Communications & Public Relations Office.

Once the report is completed, the results will be made available on the Facilities Services Web site fs.utk.edu. An announcement will be made to all employees when the results are posted.

Thank you again to everyone who participated this year. It is your feedback that helps us to improve our department where needed.

EMPLOYEE OF THE MONTH FEBRUARY 2016



Congratulations to Dean Wessels, the February 2016 recipient of the Facilities Services Employee of the Month Award!

Dean was nominated for working diligently and professionally in his role as an estimator. He is very self-motivated and completes his work carefully and efficiently, weighing each detail.

Dean is usually the first member of the Construction Services team that Facilities' campus customers meet. He goes out of his way in listening and understanding the needs of the customer and works within the parameters and scope of the project they are requesting.

EMPLOYEE OF THE MONTH MARCH 2016



Congratulations to Mike Tackett, the March 2016 recipient of the Facilities Services Employee of the Month Award!

Mike is recognized for responding to calls at all hours and for helping all of those who to call, from his co-workers to various contractors.

He is always a pleasure to work with and is extremely knowledgeable in a number of areas.

Mike can always be counted on to offer assistance when emergencies arise and he is the go-to person for everyone when the chips are down.

Building Services Attends Intellibot Robotics Demonstration

In mid-February Building Services Employees attended a Intellibot Robotics demonstration here on campus.

As part of the demonstration Intellibot robotics were given trial runs in Dougherty Engineering and McClung Humanities buildings to determine their suitability.

These machines are vacuums and automatic scrubbers that have minds of their own, cleaning the halls and public spaces without the labor of a human.

The robot's purpose is to improve overall economics and effectiveness of facility maintenance.

The machine can be operated either manually or by remote control.



The robot's sensors scan 360 degrees, react within 1/100th of a second and can be operated while a building is occupied.

If these machines are implemented on campus, UT would be the first major university to implement the technology.

MOVING OFFICES?

REQUEST A ZERO WASTE BIN!

ACCEPTED ITEMS

REUSABLE ITEMS:

COFFEE MUGS
OFFICE SUPPLIES
PICTURE FRAMES
CANDLES
LAMPS/CLOCKS

RECYCLABLE ITEMS:

ELECTRONICS
CDS/DVDS
LOOSE WIRES
VHS TAPES
COMPUTER PARTS

Paper bins are still available upon request for your unwanted books, paper, and non-confidential files. Additionally, food donations are being accepted for Smokey's Pantry. Questions? Call 865-974-3480!



RECYCLE.UTK.EDU/SERVICES/
REQUEST-BINS/

With the upcoming move for Facilities Services, we at UT Recycling, want to help make your lives easier, while decreasing landfill waste! We are happy to be piloting our new Zero Waste Bin Program with you.

As you move out, you may find that you have a lot of trinkets, picture frames, binders, pens, pencils, and/or an excess of useful materials.

UT Recycling will be collecting these items and redistributing them to offices, students, and staff who may need them. Please be mindful when packaging these items, as small items are difficult to sort.

Additionally, dishes and non-perishable food items will be collected for Smokey's Pantry.

As always, you may request a paper bin at <http://recycle.utk.edu/services/request-bins/> for all of your old files, unwanted books, and non-confidential paper!

More information about the new Zero Waste Bin Program can be found here:

<http://recycle.utk.edu/zero-waste-bin-program/>

If you have any questions, please reach out to UT Recycling at 974-3480, or at recycle@utk.edu.

APPA/SRAPP/TNAPPA 2016: Annual Conference and Exhibition:

If you are interested in attending the APPA/SRAPP/TNAPPA 2016: Annual Conference and Exhibition July 11 - 14 in Nashville please speak with your supervisor or director for approval.

If your attendance is approved, please see the below instructions on how to register for the conference and book your hotel.

Conference Registration:

The Tri-APPA Conference registration is now open and can be found here:

<http://appa.org/training/APPA2016/index.cfm>.

If you are not yet listed as an APPA member, you will need to add your name to our University of Tennessee, Knoxville membership list on this Web page: <http://appa.org/Login/NewAccount.cfm>.

Once you have gone through the registration process, you will reach the confirmation and purchase page. Please print this page off and do not hit the "purchase" button. Bring your printout and completed [Travel Request Worksheet](#) to Kim Harr in room 107. Once this request is approved, Kim will process the payment for your registration fees. She will also need your APPA user name and password to complete the transaction.

If you have any questions about payment for registration, please contact Kim at kharr@utk.edu or 974-2814.

If you have any questions about this process, please contact Brooke Krempa at bsteve14@utk.edu or 214-7662.

Conference Cancellation Policy: APPA will refund the full cost of your registration if you cancel by May 1, 2016. Your request for cancellation must be made in writing to us at education@appa.org. Should you cancel your registration from May 2nd to May 30th, APPA will refund your registration fees minus 45% of the amount previously paid. Any request for cancellation received after June 1st will result in a complete forfeiture of fees previously paid. NOTE: APPA is not responsible for any travel or lodging charges incurred.

Conference Hotel:

Renaissance Nashville Hotel

611 Commerce Street

Nashville, TN 37203

Phone: (615) 255-8400

APPA/SRAPP/TNAPPA has secured a special conference rate of \$232 single/double occupancy for APPA/SRAPP/TNAPPA 2016. Your special conference rate includes complimentary WIFI access in your guest room. Please note that APPA's special room rate is available in a first-come, first-served basis.

You can place the charge for the hotel on our personal credit card to be reimbursed after returning from the conference. Upon returning to the conference, please bring your receipt to Kim Harr for reimbursement.

If you would like to request a travel advance, please speak with Kim and she can help you through the process.

If you have any questions about travel reimbursement, please contact Kim at kharr@utk.edu or 974-2814.

The Conference officially runs from 1 p.m. Monday, July 11 to 12 p.m. Thursday, July 14. Please book your room accordingly. (Monday check-in and Thursday check-out).

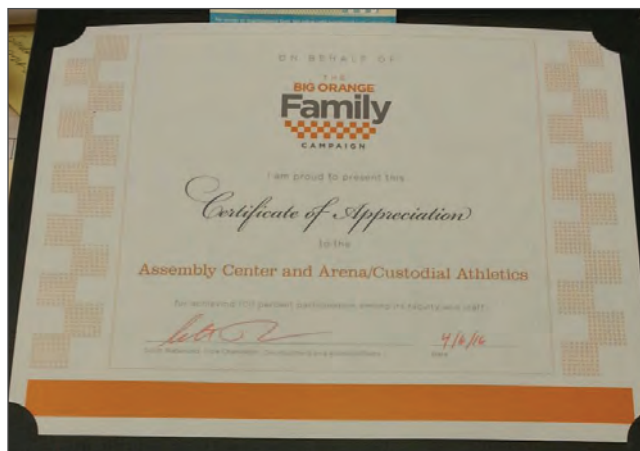
Big Orange Family Thank You!

Thank you to all of our Team Leaders and donors who participated in this year's Big Orange Family Campaign.

This year our department donor percentage was 27.51% and we had two teams that had a 100% donor rate: Lock & Key Services and Arena/Custodial Athletics.

Lock & Key Services has had a 100% donation rate each year since the campaign's inception and Arena/Custodial Athletics earned a "Most Improved Team" award this year.

Congratulations to these and all our teams on a great effort this year. Thank you!



OIT to Disable Office 365's Clutter Feature

After listening to feedback from the university community regarding Microsoft's "Clutter" e-mail feature, OIT has been working with Microsoft to develop a solution for turning off Clutter. On April 19, around 9:00 a.m. EDT, OIT will turn off Clutter for all Office 365 users.

It will take several hours to run through all the accounts. After this time, e-mail will no longer be sorted to the Clutter folder, and any messages in the Clutter folder can be moved to the Inbox or deleted.

Anyone wishing to use the Clutter feature can turn it back on by following the instructions in [the OIT Knowledge Base](#) or contact Jim McCarter at jym@utk.edu after the 19th and he will add it to your account.

If you have any questions or need assistance, please contact the OIT HelpDesk at 865-974-9900 or <http://help.utk.edu>.

OIT Computer Labs
for
Students · Faculty · Staff

Where can I find
OIT Staffed Labs?

For individuals and groups

- The Commons, in Hodges Library
- Art & Architecture, Room 345
- Humanities, Room 201/202
- Presidential Court, Room 113A
- **New!** J.D. Tickle, Room 403

We're here to help!

Where can I find other
OIT Supported Computer Areas?

When you need a quiet space

Libraries	Other Areas
• Ag Campus, Pendergrass Library	• Career Services, 101 Dunford Hall
• Hodges Reference, Room 135	• Black Cultural Center, Room 203
• Grad Lab Hodges, Room 642	• I-House, Room 208
• Haslam Music Library	

For more information
<http://oit.utk.edu/labs>

UT Office of Information Technology

Cast Your Vote for Facilities Services EMPLOYEE OF THE MONTH!



Congratulations to Mike Tackett who was named March Facilities Services Employee of the Month!

Thank you to everyone who submitted a nomination in March! We owe the success of this program to everyone who takes the time to submit a nomination for one of our many hard working employees.

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

Nomination forms can be found on the Facilities Services Web site, fs.utk.edu, or by following this link: <https://tiny.utk.edu/FSEOM>.

Hard copies can be found with unit clerks and in Facilities room 203. These hard copies can be dropped off in the Employee Comment Box next to room 107 or in room 203.

All Facilities Services Employees are eligible for the Employee of the Month Award after one month of services with the department. We invite everyone to nominate an individual of their choice for the award.

For more information about the award program, please contact Brooke at 214-7662 or bsteve14@utk.edu.

2016

Award Recipients



January: Bethany Morris



February: Dean Wessels

2015

Employee of the Month Recipients



December: Elizabeth Thomas



November: Amy Miller



October: Brooke Krempa



September: Donnie Lowery



August: Jim Hastie



June: Tracy Ridings



May: Becky Saylor



April: Garrett Ferry



March: Rick Gometz



February: Ray Van Davis



January: Willie Battle



APRIL



PAUL HINSHAW JR.,	4/1
KATHERINE REISS	4/1
VERNA SPENCER	4/1
DANIEL WEBBER	4/1
TERRY CAPPS	4/2
DONALD TAYLOR	4/2
DONNIE PATTERSON	4/3
RYAN BEDELL	4/4
BRIAN BEELER	4/4
DUSTIN JOHNSON	4/4
STEPHEN COSTNER	4/5
ROBBY HUGGINS	4/8
CHARLES ANDERSON	4/9
JOHN SEIVERS	4/9
CHRISTOPHER WEBB	4/9
WILLIAM GANN JR.	4/10
STEVEN BRADFORD	4/12
LARRY STALANS	4/12
MICHAEL VAN DUZER	4/12
DUANE ATKINS	4/13
CHARLES FARLEY	4/13
CARRIE GAIGE	4/13
WILLOW JOHNSON	4/13
ROLAND MCELVAIN JR	4/13
JOHNATHAN SAWYER	4/13
ROY SPURGEON	4/13
BILLY STALANS	4/13
JAMES MOORE	4/14
ROBERT JONES	4/15
GLENDA TURNER	4/15
GLENN BEARD	4/16
KYLE KORN	4/16
RANDY HAMILTON	4/18
JASON BRADSBY	4/19
RICHARD HUTSELL	4/19
TRENT IVEY	4/19
TRACY RIDINGS	4/19
JULIA STAPLETON	4/19

WILLIAM WHITSON	4/19
CORY COX	4/20
IAN SUTHERLAND	4/20
CAMERON BURRIS	4/21
GERALD JOHNSON	4/21
APRIL OVENS	4/21
DANTE RENNER	4/21
TONI ADAMS	4/22
GEORGE HUTCHINS	4/23
AMANDA RUELLE	4/23
CARSEN ELDER	4/25
RONALD PERLAZA	4/25
RICHARD PRESLEY	4/26
NATHAN SNYDER	4/27
SARAH CHERRY	4/28
DOMINIQUE PATRICK	4/28
VICTORIA CAMPBELL	4/29
RADOVAN PSAR	4/29



MAY



JUSTIN DOTHARD	5/1
ALLISON GIVENS	5/1
BROOKE KREMPA	5/1
VALENTIN LEBESNERAIS	5/3
EDWARD PENNOYER III	5/3
JACK GRESS	5/4
JOHNNY WAGGONER	5/4
ERIC POE	5/5
LYDIA WILLIAMS	5/5
MATTHEW MCCONNELL	5/6
MICHAEL BILLINGTON	5/7
JOSEPH SUITS	5/7
KEITH PACE	5/8
RANDY ALFREY	5/10
ORAL KING	5/10
BEVERLY THATCHER	5/10
KIERNAN BENSEY	5/11
TEDDY TACKETT	5/11

COLE HOFFMAN	5/12
AUSTIN SHOFFNER JR.	5/12
KYLE CLEMMER	5/13
JORDAN DOANE	5/13
MICHAEL DUNCAN	5/13
DOUGLAS MIKELS	5/13
LARRY FOX	5/14
MICHAEL OWNBY	5/14
NORMAN BUMBY JR	5/15
KATHERINE HENTHORNE	5/15
LLOYD JOURNIGAN	5/15
JONATHAN LAUERMAN	5/15
GARY PHILLIPS	5/16
TIFFANY SHULER	5/16
ESTEFANIA UMANA	5/16
GUNARANJAN AREPALLI	5/17
COTY CROSS	5/18
GARRETT FERRY	5/18
CHARLES FRANK	5/18
CHRISTOPHER SPANGLER	5/18
STEVE TRAYLOR	5/19
KAREN TWITTY	5/19
MICHELLE JOHNSON	5/21
JOSHUA WEBB	5/21
JOSHUA FERRELL	5/22
JOSHUA RAINS	5/22
ERNEST LOVEDAY	5/23
SANDRA SLUSSER	5/23
CHRISTOPHER ROGERS	5/24
JOSHUA SMITH	5/24
RANDY CHAMBERLAIN	5/26
MICHAEL RAABE	5/26
JOE VANCLEAVE	5/26
PAMELA BALASZI	5/27
RICKY LYONS	5/28
MICHAEL SHREVE	5/28
LAUREEN WEBB	5/28
RICHARD PETRE	5/29
AMY MILLER	5/30
NIYA GRIMES	5/31