



# Facilities Services: The Next Generation/2.0

March 22, 2019



THE UNIVERSITY OF  
**TENNESSEE**  
KNOXVILLE

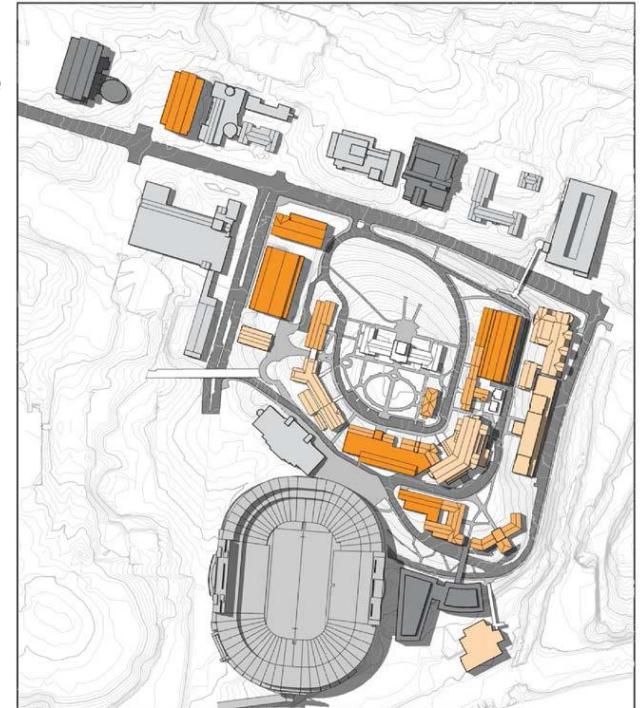
# FACILITIES SERVICES/REORGANIZATION PRINCIPLES

- Increase Campus Maintenance
- Increase Consultant, Contractor & Projects Oversight
- CUSTOMER FOCUSED, PROACTIVE LEADERS
- Re-orient our Team to New Roles & New Challenges
- Distribute Authority and Responsibility
- “Deepen Our Bench”



# Facilities Services: Next Generation Opportunities

- Increased Enrollment, Faculty and Staff
- Significantly Increased Research
- Increased On Campus Housing and Student Life
- New Academic, Research and Student Life Masterplans
- New Recreation, Transportation, Residence Hall Masterplans
- New Capital, Landscape and Facilities Renewal Masterplans
- Maintain Additional Net 1,627,000+ SF of Extensive Landscape
- Maintain Additional 25 Acres and Buildings at Concord
- Maintain Additional Net 2,400,000+ SF of Buildings
- Program/Plan Extensive Capital & Landscape Improvements
- Manage \$1B+ New Construction
- Manage \$50M+ in Classroom/Lab Renovations
- Manage \$25M in Exterior/Landscape Upgrades
- Manage \$50M+ in Facility Renewal



## INCREASED DEMAND FOR CUSTOMER SERVICE

# Facilities Services: Next Generation Opportunities

- **Restore Our Service to Our Standards**
- **Increase Efficiencies with an Initial Budget and Position Reduction**
- **“Manage by Data, Benchmarks and Matrices”**
- **Continual Reporting and Monitoring to Demonstrate Our Efficiencies and Effectiveness**
- **Update/Expand Use of Archibus including Project Management and other Modules**
- **Increase Mobile Devices throughout FS**
- **Implement New Tools and Cutting Edge Practices like BIM**
- **Continue/Expand Procurement Cost Savings and Efficiencies**
- **Streamline Administrative Processes and Procedures**
- **Improve Energy Conservation/Implement ECMs**
- **Increase Building Recommissioning/Balancing**
- **Increase FS Fleet Efficiency/Green our Fleet**
- **Partner with Other Institutions and Teams**



**CONTINUE TO BE THE FLAGSHIP LEADING BEST PRACTICES**

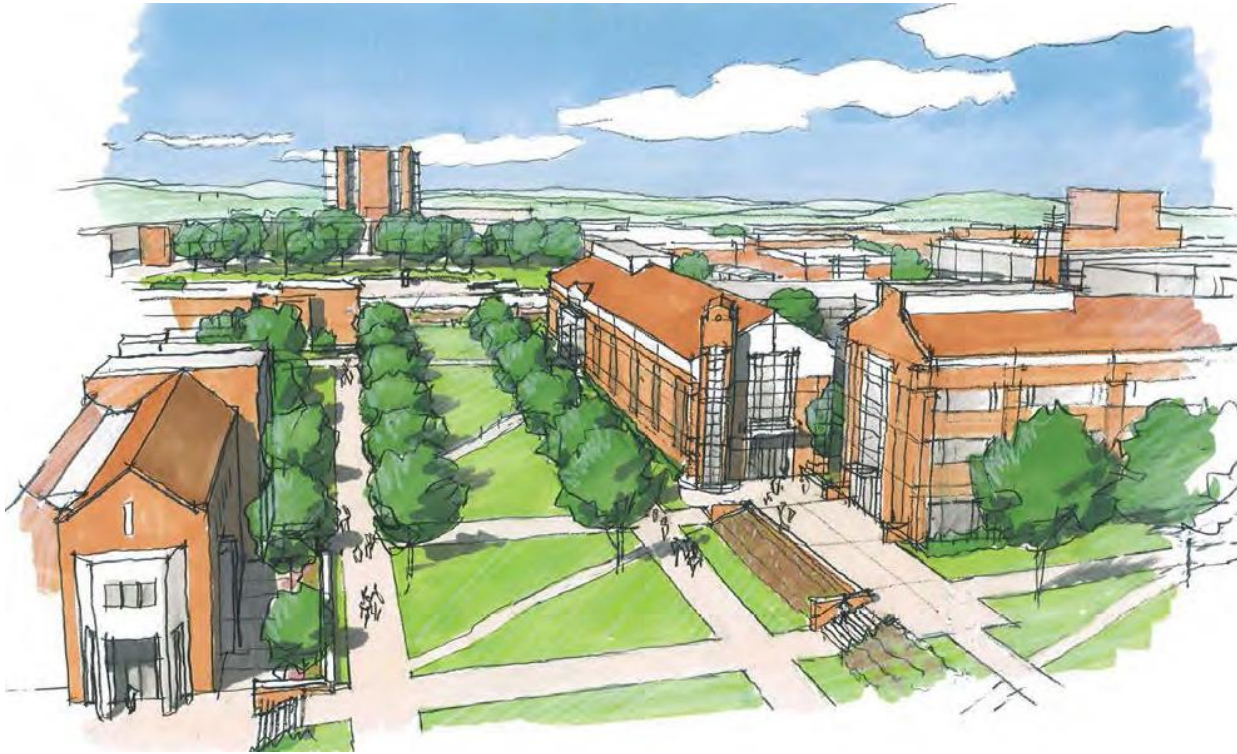


## Facilities Services: Next Generation Opportunities

- Replace Key People and Experience Lost During the Outsourcing Discussion
- Plan for Those Key Team Members who will Lead our Team- THE NEXT GENERATION
- Implement Career Paths and Opportunities
- Work on Market Salaries
- Increase Training and Development
- Increase use of APPA and other National Resources
- Provide Opportunities for In House Team members to Advance
- Expand Mentoring, Shadowing
- Management Training- for Future AND Current Managers

## BECOME A TOP 25 FACILITIES TEAM





**“UT Can’t Reach our Top 25 and Masterplan Goals without our Facilities Group being Top 25.”**

***Chancellor Jimmy Cheek***

**“Facilities is integral to the Core Mission.”**

***Chancellor Beverly Davenport***



# SWOT Analysis/ Categories for Prioritization

- **Communication**
- **Training**
- **Employee Considerations/Compensation**
- **Equipment & IT**
- **Management**
- **Proactive Planning**
- **Productivity**
- **Financial Awareness/Fiscal Prudence**
- **Processes and Procedures**
- **Stakeholders/Customers**



# FS:NG/2.0 Task Forces

- **Communication/ Demographics/ “Sound Bites”**
  - Co-Chairs: Rebecca Alcorn/Brooke Krempa
- **Training**
  - Co-Chairs: Rebecca Alcorn/Wes Willoughby
- **Human Recourses**
  - Co-Chairs: Rick Johnson/Gordon Nelson
- **ARCHIBUS**
  - Co-Chairs: Ed Maples/Veronica Huff
- **Project Management**
  - Co-Chairs: Ted Murphy/Bryan Lord
- **Continuous Improvement/ Benchmarking**
  - Co-Chairs: Preston Jacobsen/Derek Bailey
- **Safety**
  - Co-Chairs : Randy Hamilton/ Cesar Penalba/Tom Anderson
- **Culture/Values/Goals**
  - Co-Chairs: Jason Cottrell /Wally Beets





# Increased Facilities Support

## Increased Employee Positions

- FY19 Facilities Services Total Budget Positions- 721 Full Time, 752.6 Total
- From FY10 to FY19 Positions in Facilities Services Increased 214 Positions
- Number Employees Increased 42%

## Increased Budget

- From FY2010 to FY2019 Facilities Services E&G M&O Budget alone increased over \$10,263,000.
- BUDGET INCREASED OVER 53%
- These Increases do NOT include MAJOR increases in Deferred Maintenance, Renovation, Project and Capital Funds

## Future Budget and Employee Increases Likely to be More Limited

# Future Facilities Support/Budget Constraints

## Budget Constraints

- Final Board Of Trustee Mandated Facilities Budget Cuts
- Eventual Economic Downturn
- Increased Emphasis on and Aid to K-12 Public and Private Schools
- Increased Emphasis on and Aid to Technical Schools, Community Colleges
- Revised State Formula Funding and Reduced State Aid to UTK
- Pressure to Limit Tuition and Fee Increases to 0%

## Budget Demands

- Pledge to Add 100 Research Faculty within 5 Years
- Goal to Increase Enrollment 15%
  - Requires Increased Faculty, Academic and Student Life Support
- Federal and State Mandates
  - Example: Increased requirements for Environmental Health & Safety, UTPD, Lab Safety
- Requirements for New Buildings, Landscaping, Acreage

## New UTK Budget Model

- Funding Distributed Directly to Colleges, Departments
  - Trend among Our Peers (EX: Michigan, Ohio State, Georgia, Florida, Auburn)
  - Funding for Facilities Services will be Decided in Conjunction With our Customers
  - FS will Enter Into MOUs with Departments to Jointly Determine Our Resources, Level of Service

**Facilities Services Must Use Our Existing Resources More Aggressively, Creatively**

# **75 REQUESTED ADDITIONAL POSITIONS**

## **Construction**

Expanded In House Construction Crew  
Construction/Material Specialist  
Construction Craft Assistants  
Data Entry Specialist

## **Design**

Capital Projects Coordinator  
BIM Coordinator  
Drafter – Building/Infrastructure  
Construction Inspector(s)  
Design/Construction Structural Engineer  
Design/Construction Electrical Engineer  
Planner/Programmer  
Auditor Drafter  
Interior Designer

## **Zone Maintenance**

Building Commissioning Team  
Zone Maintenance Elevator Technicians  
Zone Maintenance Building Technicians  
Dispatchers  
Lock & Key Assistant  
Sustainability Outreach Coordinator  
Expanded STAR

## **Communications & Information Services**

ARCHIBUS Expert/Trainer  
ARCHIBUS Process Data Analyst  
Communication Assistant

## **Facilities Operations**

Building Services Night Shift Supervisor  
Recycling Foreman  
Recycling Assistant  
Maintenance Painters  
Moving Crew  
Landscapers/Grounds Crew

## **Utilities Services**

Assistant Director – Utility Services  
Construction Coordinator  
Sr. Controls Technician  
Assistant Superintendent/Steam Plant  
Utilities Project Manager  
Utilities Services Civil Engineer  
Utilities Services Mechanical Engineer  
Energy Manager – Utility Services  
Electricians  
High Voltage Electricians  
Shop Clerical Assistants

## **Administrative Services**

HR Recruiter  
Inventory Control Expert

## **Department wide**

Director of Energy Management  
Energy Manager  
Emergency Manager  
Safety Officer  
Departmental Project Manager Coordinator  
Drone Pilots  
Continual Improvement Coordinator





## Facilities Services: Next Generation

# Communication Task Force

- **Add Communication Boxes and On Line Submittal Links**
  - Ability to send comments, questions and suggestions directly to Dave
  - Locations: FSC (2), Stream Plant, Steam Plant Hill, Old Facilities Area, Biology Annex, Ellington, SERF, Hodges
- **Hold regular focus groups and listening sessions with small groups department wide.**
- **Increase meetings between each area in the department Directors, AVC**
- **Hold joint Director/Assistant Director meetings.**
- **Working with other committees to address retention and succession planning & further develop career paths**
- **Have a More Comprehensive On Boarding Process including**
  - Have foremen take the employee on Monday at the conclusion of Day 1 of Facilities Service Orientation to Elliott's to get their boots. This is Time when the foreman can start to get to know the employee.
  - On the employee's first day in their unit they should be assigned a mentor.
  - By the end of their first week on the job, the employee should have been introduced to the majority of the crew they work with.
  - Everyone involved in meeting with and working with the new employee needs to have a positive attitude and enjoy their job. They need to care for the new employees to make onboarding successful.
  - **Look at New HR Position to Undertake**
- **Examine ERC Supplements/Alternatives for 2nd, 3rd and 4th Shifts**
  - Additional Meetings/ Methods to Communicate to Enhance ERC efforts
- **Establish Communication Liaisons**
  - **Announcing Creation Today, Will Work with ERC and Communication Task Force to Implement**

**Facilities Services: Next Generation**

# Training Task Force

- **Focus on Succession Planning**
  - Determine what skills/education Senior Positions Require
  - Develop Mentoring, Training Programs to Develop In House Candidates for Future Positions
- **Have a More Comprehensive On Boarding Process including better training and mentoring**
- **Archibus training and Training Sessions should be conducted on a regular basis**
- **Provide Increased Safety Training**
  - Implement OSHA Training Across all of Facilities Services
- **Improve Training Post Probation**
  - Increase Mentoring and Job Skill Training
- **Better Train Managers-Current and Future**
  - APPA Toolkit at UTK April 29- May 3
  - Working with HR on Additional Manager Training
- **Work on Recruitment, Retention**
- **Work to Provide Increased Training Related to Enhanced Skills**
- **Develop Career Paths for all Areas in Facilities**
  - Partnership with Pellissippi for Skill Training
  - Develop Training, Certification Requirements for Each Step

**Reallocating \$60,000 to Increase Training Budget**

**Facilities Services: Next Generation**



# Human Resources Task Force

- **Establish an HR Office in the Facilities Services Building**
- **Have Dedicated Computers at FSC for HR Functions**
- **Conduct Facilities Specific Job Fairs**
  - **Successful in Adding New Employees to FS in Building Services, ZM, Landscaping, Utilities Services**
- **Create/designate trainers per zone to improve the quality and level of training beyond orientation.**
- **Establish contacts with local trade schools, PSTCC, Career Centers**
  - **Partnership with Pellissippi**
- **Establish apprenticeship/internship programs for our skilled trade areas**
- **Establish more Sr, positions, especially in Building Services and Opportunities for Advancement**
- **Excessive Overtime Stressful, Major Issue for Employees**
  - **Work on Quicker Background Checks**
  - **Work on Recruitment, Retention**

## Establishing new HR Position for Recruitment, Development, Retention

**Facilities Services: Next Generation**

# Human Resources Task Force/Career Paths

- **Establish Enhanced Career Paths Throughout Facilities**
  - 7 Area Career Paths Completed, Ready for Review
  - 4 Additional Area Career Paths Completed by July 1
  - 7 Additional Area Career Paths Completed by January 1
  - 4 Additional Smaller Area Career Paths Completed in Spring Semester 2020
  - Estimated Cost over 5 years \$3M+
  - No Funding for Initial Implementation from Outside FS

## Reallocating \$200,000 to Fund First Phase Enhanced Career Paths

- Plan to Allocate \$1M Over 5 Years
- Will Try to Reallocate Additional Funding as Employees Move into Career Paths

**Facilities Services: Next Generation**

# Archibus Task Force

- **See what modifications/suggestions can be made to help make the system more efficient**
  - 60% Issues are ticket items and will be addressed with the upcoming upgrade of Archibus
  - 20% Issues can be met with additional training
  - 20% are still under review
- **Discuss Archibus training/retraining between the task force and Training**
  - Enhanced Archibus training to begin after the first of the year
- **Implement New Version of Archibus and Roll Out to Extensive Mobile Devices**
  - Tentative “go live” date for the upgrade is September/October of this year
  - Additional Mobile Devices First Quarter 2020
- **Encourage support from all FS to ensure this system Works, Used to the fullest extent**

## Establishing new Archibus Position for Training, Assisting Archibus Use

**Facilities Services: Next Generation**



# Project Management Task Force

- Expand “lunch and learn” training events
- Convert an unused rooms in FSC to be used for a Plan review room
  - FSC Room 127 Now set up as Plan Room
- Further study Archibus Project Manager Module
- Archibus training should be conducted on a regular basis and training sessions
- Recommend expansion of the liaison program to all 11 colleges & 2 departments (Student Life & Athletics)
  - Changes in ZM, STAR Beginning Addressing Additional Liaisons
- Recommend a forum style meeting on Archibus work requests and projects, meeting twice annually, on campus.
- All shop superintendents should have a bi-weekly meeting to maintain communication across Facilities.
- Have a standard process regarding the hand-off or turning over of buildings to campus operations
- Recommend that each project will have a review sheet attached to it. This should allow for sign off from ZM, Building Services, Grounds, AC Shop, Plumbing, and Electrical.
- Additional crew to aid in response to academic issues and other campus of FS related issues.
- **UT System and State Processes and Procedures**
  - Working with President Boyd Facilities Task Force
  - Pushing for “2 Track Approach”

**Facilities Services: Next Generation**

# Continuous Improvement/Benchmarking Task Force

- **Expand Sightlines National Benchmarking**
  - Includes Expanded Third Party Inspection
  - Housing and Non E&G Added this Survey
- **Provide Customer Access to Archibus Data, Reporting and Dashboards**
- **Develop Electronic Dashboard to Include:**
  - Work request completed
  - Average response time
  - Average turnaround time
  - Equipment hours of downtime per month
  - PM's vs. On-demand work
  - Cost based on WR type
  - Carrying capacity by area
  - Deferred maintenance backlog
  - Customer Satisfaction
  - Energy cost by building (once all individual building meters are installed)
- **Have a task force create PD process flowchart for individual units**
- **Examine main process/workflow issues in each unit**
- **Expand M&O Benchmarking with SEC, ACC, Big 10 Facilities Groups**
- **Add Comprehensive M&O Benchmarking with Auburn, Florida, Va. Tech**

**Facilities Services: Next Generation**

# Safety Task Force

- **Create a Safety Council**
  - Announcing Council Creation Today, Will Work with ERC and Safety Task Force to Implement
- **Create “Safety Champions” to build accountability & buy-in.**
  - Announcing Creation Today, Will Work with ERC and Safety Task Force to Implement
  - These will be Non Supervisory Employees
  - Will be trained in safety and empowered & encouraged as reps for their areas.
- **Use Archibus to create and maintain the FS Equipment list**
- **Announce and Advertise safety resources**
- **Do an analysis of current PPE/Equipment needs**
  - Initial Analysis Undertaken by ERC, Safety Task Force
- **Develop a list of equipment purchase recommendations**
  - Initial Recommendations Submitted by ERC, Safety Task Force
  - Initial Funding of \$15,000 Approved- Procurement to Occur by June 1
- **Start weekly safety checks, talks, and PPE review**
- **Require OSHA 10 for all FS Employees**
  - Conducted by David O’Boyle- Total Cost \$90,000
  - Training to Begin with Selected Foreman, All Supervisors, ERC
  - ZM and Utilities Services included in Next Round
  - Complete Early 2020
- **Require OSHA 30 for all Supervisors/Foremen and above**

**Facilities Services: Next Generation**

# Culture/Values/Goals Task Force

## Facilities Services Goals 2012

- Serve the University of Tennessee Campus Community by Providing and MAINTAINING Top Facilities
- Support the VolVision, Long range Masterplan and Top 25 Goals

## Facilities Services Mission 2012

- Focus Primarily on Campus Maintenance
- Focus on Management of Architects, Contractors and Construction

In 2019 we are SO MUCH MORE!!



**Facilities Services: Next Generation**



# Culture/Values/Goals Task Force

## FS Mission Statement/2012

- Focus on Campus Maintenance and Management of Projects and Construction

## FS Mission Statement/2018

- Facilities Services supports the University of Tennessee as responsible stewards of state resources by providing the campus with safe, clean, state of the art environments and empowering the campus community with a commitment to the tradition of excellence.

## FS Engrained Mission Statement

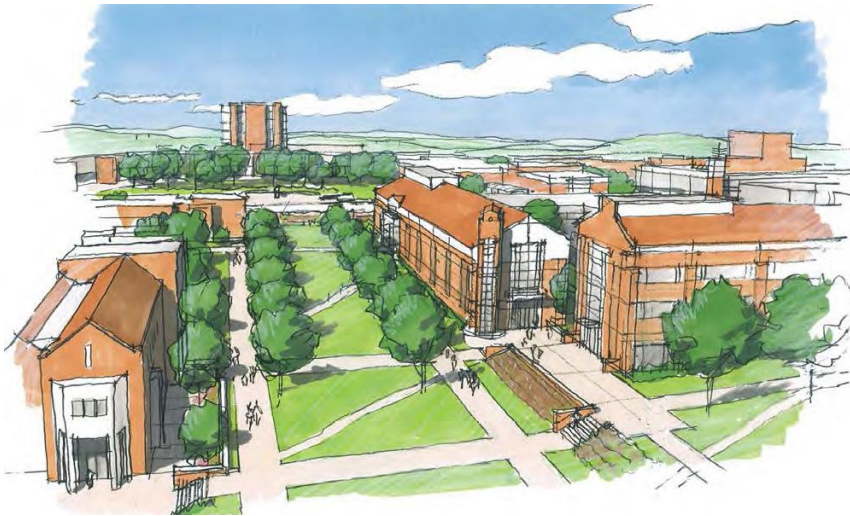
- We support the University, empowering the campus community with a commitment to the tradition of excellence.

## FS Vision

- To be knowledgeable and experienced stewards who serve the university by providing a beautiful, state of the art campus in order to educate, elevate, and improve our community and world.

## FS Tagline

- Support. Empower. Tradition.



**Facilities Services: Next Generation**

# Culture/Values/Goals Task Force

## Facilities Services Core Values



**Quality Service**  
our highest priority



**Teamwork**  
internally and  
externally



**Accountability**  
by taking  
ownership



**Continuous Improvement**  
with pride  
through value  
and innovation



**Commitment**  
be dedicated  
stewards (to our  
university)



**Reliability**  
follow through

**Facilities Services: Next Generation**

# Culture/Values/Goals Task Force

## Culture/Core Values Task Force- Team Recognition

- Name Badge Enhancements
  - “Serving Since ... ”
  - LARGER Team Member Name
  - Tagline and Core Values on BACK

## Team Member Recognition Cards

- Awarded by Employees to their Fellow Employees

## Core Value Recognition Awards

- Recognize one FS Team Member for Each Core Value Twice Per Year
- Recognition at July 4 and Holiday Party

## More Work to Do

- Recruit to OUR Culture
- Train to OUR Culture
- Campus Community Outreach to demonstrate OUR Culture



AWARDED TO: \_\_\_\_\_

FROM: \_\_\_\_\_

NOTE: \_\_\_\_\_

Support. Empower. Tradition.

**Facilities Services: Next Generation**



## Facilities Services: 2.0



# KEY FS:NG & FS:2.0 PARAMETERS



- NO ONE WILL LOSE THEIR JOB BECAUSE OF FS:NG OR FS:2.0
- NO ONE WILL HAVE THEIR SALARY CUT BECAUSE OF FS:NG OR FS:2.0
- EVERY IN HOUSE EMPLOYEE CAN APPLY FOR ALL OPEN POSITIONS
- FS:NG and FS:2.0 Based on FS SWOT Analysis and FS Task Force Recommendations
- FS:NG and FS:2.0 Based on input from Chancellor, Cabinet and Deans/Director

Positions to be Filled with In House Search Only in Orange

Positions to Be Filled with Expanded Exterior and In House Search in Red

**Facilities Services: 2.0**



# NEEDS/ POSITIONS ADDRESSED IN FS:2.0

## Construction

### **Expanded In House Construction Crew**

Construction/Material Specialist

Construction Craft Assistants

## Design

### **Capital Projects Coordinator**

BIM Coordinator

Drafter – Building/Infrastructure

Construction Inspector(s)

Design/Construction Structural Engineer

Design/Construction Electrical Engineer

Planner/Programmer

Auditor Drafter

## Zone Maintenance

### **Building Commissioning Team**

### **Zone Maintenance Elevator Technicians**

Zone Maintenance Building Technicians

Dispatchers

Lock & Key Assistant

Sustainability Outreach Coordinator

### **Expanded STAR**

## Communications & Information Services

### **ARCHIBUS Expert/Trainer**

ARCHIBUS Process Data Analyst

Communication Assistant

## Administrative Services

### **HR Recruiter**

Inventory Control Expert

## Facilities Operations

### **Building Services Night Shift Supervisor**

### **Recycling Foreman**

Recycling Assistant

### **Maintenance Painters**

Expanded Moving Crew

Landscapers/Grounds Crew

## Utilities Services

### **Assistant Director – Utility Services**

### **Construction Coordinator**

Sr. Controls Technician

Assistant Superintendent/Steam Plant

Utilities Project Manager

Utilities Services Civil Engineer

Utilities Services Mechanical Engineer

Energy Manager – Utility Services

Electricians

High Voltage Electricians

Shop Clerical Assistants

## Department wide

### **Director of Energy Management**

### **Energy Manager**

Emergency Manager

Safety Officer

Departmental Project Manager Coordinator

Drone Pilots

Continual Improvement Coordinator

Data Entry Specialist

# Construction

- Roger McDonald formally appointed Director of Construction
- Building Finishes, Sign Shop and Paint Shop Moves from Facilities Operations to Construction
  - Teams to Be Led and Organized as they are Currently
  - Total yearly maintenance work performed will meet or exceed what we have historically averaged
- Move STAR Team from Facilities Operations to Construction
  - Team to Be Increased to 6 Members
  - STAR Head Continues Role as Chief Liaison to Engineering and Arts & Sciences
  - Portfolio Expanded from Engineering and Arts & Sciences to include All Research and Colleges
- Painters Added In House Construction Team
  - Added Painters to Be Developed/Trained From In House Candidates
  - To be Selected with In House Search
  - Includes both Maintenance and Construction Painting
  - Additional Painters Justified by Business Plan, Projected Savings
  - Other Increases to In House Team Depend upon Potential Projected Savings, State Directives

**Facilities Services: 2.0**

# Design

- **Revise Design into the following 4 teams:**
  - Campus Capital Projects led by Helen Hennon
  - Campus Landscaping led by Ted Murphy
  - Interior Environments led by Barbara Tallent
  - Digital Assets led by Maria Martinez
- **Increase/Enhance Inspection of UTK Projects**
  - Ed Householder to start 4/1/19 as full time Construction Inspector
  - With David Crigger provide Enhanced Inspection and Inspection Training
- **Consolidate/Enhance State Capital Project Coordination**
  - **Add Campus Capital Project Coordinator Position**
  - **Position Scope, Description, Pay Grade Developed after UT System Facilities Commission Results**
- **Enhance BIM Implementation**
  - Incorporate throughout FS and Expand to Mobile Devices
  - Ed Householder experienced in BIM Construction Implementation
  - Projected Savings in Construction and Maintenance

**Facilities Services: 2.0**

# Facilities Operations

- **Building Finishes, Sign Shop and Paint Shop Moves from Facilities Operations to Construction**
- **Refocus RRT Portfolio**
  - Include Special Events, Set-Ups and Moving (similar to the scope as it has evolved over the past 6 years)
  - Size of RRT remains 7 members
- **Building Services- Add an Additional General Supervisor**
  - **Position Core Responsibilities for 2nd, 3rd Shift**
  - **Position Scope, Description, Pay Grade Being Finalized**
- **Merge Recycling and Sustainability into one team under Facilities Operations**
  - Jay Price to head the combined Recycling/Sustainability Team reporting directly to Bob Caudill
  - Preston Jacobsen to mentor Jay in Campus Sustainability Role
  - **Add Recycling Foreman for Day-to-Day Recycling Operations**
    - **Position reporting to Jay Price**
    - **Position Scope, Description, Pay Grade Being Finalized (Proposed Pay Grade 35)**
    - **To be Selected with In House Search**
- **Align Maintenance, Building Schedules to with Customer Schedules, Preferences**
  - Continue examining 4th Shift to address some Customer Demands

**Facilities Services: 2.0**



# Zone Maintenance

- **Terry Ledford to step down as Director of Zone Maintenance July 1**
  - The search for the new Director of Zone Maintenance will be an In House Search
  - Terry will mentor the new Director of ZM and assist with the transition
- **Expand Energy Management and Conservation Team**
  - **Add Director of Energy Management**
    - Terry Ledford to head this effort
  - **Add Energy Manager Position**
    - Preston Jacobsen to be appointed to this position
    - Terry Ledford to mentor Preston in Energy Role
  - Continue to work closely with Building Commissioning Team, STAR, Construction Energy Conservation Projects
  - Document Savings, Develop Business Case/ Plan for potentially adding to In-House Energy Team
- **Modify some Zones from being Geographically Based to being Customer Based**
  - Initially develop a Zone for all Student Life Buildings
- **Move STAR Team from Facilities Operations to Construction**

**Facilities Services: 2.0**

# Zone Maintenance

- **Add a Building Re-commissioning Team for Existing Campus Buildings**
  - **Team to include 6 members Initially**
  - **Team to be Selected with In House Search**
  - **Position Scope, Description, Pay Grade Being Finalized**
  - **Will Document Savings, Develop Business Case/ Plan for potentially adding to In-House Team**
  - **Based on other SEC Peer Examples Initial Savings projections appear promising**
  - **Includes Commissioning, Troubleshooting, Resetting Building Systems and Repairs**
  - **Includes introducing predictive maintenance measures across FS**
  - **Will Document and Benchmark Customer Comfort Improvements**
  - **Will Document and Benchmark Building System Improvements**
- **Evaluate Adding In House Elevator Team**
  - **Document Savings, Develop Business Case/ Plan for potentially adding an In-House Team**
  - **Based on other SEC Peer Examples Initial Savings projections appear promising**
  - **Team to be Selected with In House Search**

**Facilities Services: 2.0**

# Utilities Services

- **Add Assistant Director of Utilities Services position**
- **Fill Utilities Services Construction Coordinator position**
  - **Position previously Held by Austin Stoner**

# Administrative and Support Services

- **Add HR Position**
  - **PD and Pay Grade Being Completed (Expected Pay Grade 43)**
  - **Position duties includes FS recruitment, Orientation and Mentoring (in conjunction with Training)**
  - **Position duties includes Employee Retention Strategy along with Exit Interviews**
  - **Coordinate so position compliments HR FS Assigned Individual**
  - **Existing HR Positions to Report to this New Position**

# Communication and Information Support Services

- **Merge Recycling and Sustainability into one team under Facilities Operations**
- **Add Archibus Position- Archibus IT Analyst II**
  - **PD and Pay Grade Being Completed (Expected Pay Grade 40)**
  - **Emphasis on Training , Assisting Shops and Supervisors**
  - **Work on Transition to New Archibus Version, Mobile Platforms and rollout**

**Facilities Services: 2.0**

# FS: Next Generation/ 2.0 Schedule

## Reorganization Schedule

- Move Departments to their new Directors/Reorganization April 15

## Position Schedule

- Post FS:NG and FS:2.0 Narrative, PowerPoint, Information March 25
- Complete PDs, Pay Grade Determinations April 1
- Posting Available Positions and Begin Application Process April 4
- Applications Due May 3
- Evaluation Committees Formed May 3
- Applications Evaluated, Candidates Interviewed May 6-24
- Directors Select Successful Candidates May 28-31
- Chosen Candidates Announced June 3
- Candidates Move into New Positions July 1

## Questions/Issues/Input

- Get to ERC, Managers or Directors
- Meeting with ERC Wednesday March 27
- Comment Boxes Locations
  - FSC (2) , Stream Plant, Steam Plant Hill, Old Facilities Area, Biology Annex, Ellington, SERF, Hodges





# Facilities Services: Next Generation/2.0



**We support the University, empowering the campus community with a commitment to the tradition of excellence.**

**Support. Empower. Tradition.**