Facilities Services Weekly

November 15, 2021

ADMINISTRATION • FACILITIES OPERATIONS • ENERGY MANAGEMENT • ZONE MAINTENANCE ADMIN. & SUPPORT • COMMUNICATION & INFO SERVICES • UTILITIES • DESIGN • CONSTRUCTION

Zoom Briefing Updates
Please be sure you are checking emails from Sam Ledford. To see the most recent briefing, visit https://youtu.be/SEYSby3LBEA if you missed any of the previous briefings, they can be found at the links located on page 4 under Communications & PR.

13th Annual Toy Drive
The 13th annual toy drive honoring the memory of Ryan McDonald will be held November 15 to December 10th. For more information, see the flyer at the end of this newsletter.

Art and Architecture Staff Exhibition
Congratulations are in order to our own Emory White of Building Services! Emory will have two pieces on display at the A+A Staff Exhibition in the Ewing Gallery from November 15 – December 7. Stop by to see their artwork and get inspired to create something of your own!

Helpful Hints from the Haberdasher
Did your uniform come back with a stain, rip or other issue that was not present when it was sent off. Send a photo to Jim Tolbert at jtolber3@utk.edu with your name. It would be helpful to include your ID number with the photo of the garment.

UniFirst is in the process of opening their new facility in Chattanooga with modern equipment and have recently purchased a new machine that helps to reduce the amount of wrinkles when they dry the uniforms. While they’re in the process of getting that new equipment, the cotton uniforms we receive will be slightly more wrinkled than usual in the meantime. Bear with us on this. It’s not a surprise, and we’re hoping that won’t last longer than a month.

Internal Positions Open
We currently have several open positions! A few notable positions include the following:

E010116 - IT Technologist II
E017230 – Landscape Aide I
E017211 – Worker’s Comp/FML Specialist
E017211 – Buyer
E017214 – Sr Electrician I
E017214 – Line Installer
E017214 – Sr Line Installer
E017218 – Welder I
E017218 – Plumbing Specialist I
E017224 – Carpenter I
E017224 – Plumbing & Heating Specialist I
E017224 – Electrician II

If you are interested in applying, visit https://hr.utk.edu/staff-positions/ and click the “Staff Positions for Internal Candidates” link.

ADMINISTRATION

Special Projects:
• Polo shirts have been gone through and are in the process of being picked up and/or delivered to the units/subunits/work teams. We are still waiting on some shirts to arrive, so if you didn’t receive yours, please be patient and we will get them to you as soon as we are able.
• Work continues with campus EOC processing isolation forms and performing space tracing and room closures.
• Serving on the Culture Committee
• Planning of upcoming events and food distribution.
• TCO Inventory
• Evaluation software demos for Archibus Replacement Committee

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FS WEEKLY CONTINUED:

FACILITIES OPERATIONS

Building Services:
• Ferris Hall: Microbial treatment.
• Humanities: Plaza floor all classrooms were carpet cleaned and spotted, also all the carpet on the 1st floor was cleaned in all classrooms.
• McClung Tower: 6th floor office 612 and 620, were carpet cleaned.
• Art and Architecture: Office 217D was carpet cleaned
• Haslam Music: 1st and 2nd floor restrooms were scrubbed and detailed.
• Tyson House: Cleaned wood flooring. Cleaned up after construction and shampooed carpets.
• Hodges Library: Washed windows for events.
• Haslam Business: Cleaned carpet and windows for events.
• Dunford Hall: Assisted with water removal.
• Henson Hall: Deep cleaning.
• Student Union: Carpet cleaning throughout, cleaning window ledges in hallways, scrubbing hallways and cleaning foot prints out of rugs.
• Nuclear Engineering: All stairs were swept and dusted. All classrooms were detailed.
• Hesler: All halls were dust mopped.
• Ayres Hall: All halls were auto scrubbed.
• Austin Peay: Offices were vacuumed.
• UT Creamery: Cleaning after construction.
• Food Science: Scrubbed second floor.

Landscape Services:
• S. Alabama Game Prep: Support of stadium perimeter security and tailgate setup/cleanup
• SGA Bonfire: (postponed from last week due to rain) Setup/teardown
• Tom Black Track: Begin excavation support for storm water infrastructure repairs
• UT Drive buildings: Provide excavation for steam leak repair (cont.)
• Tickle Engineering: Provide excavation for drain pipe replacement at washout station (cont.)
• First Impression Projects: Order plant material for winter installation (cont.)

Sanitation Safety:
• Worked on monthly building interior PMs.
• Worked on bi-annual building exterior PMs.
• Completed on-demand Pest Control work requests.

ENERGY MANAGEMENT

UT Office of Sustainability/Recycling:
Recycling Totals for November 8 to November 15:
• Bottles/Cans: 5,580 lbs.
• Paper: 5,640 lbs.
• Cardboard: 14,820 lbs.
• Manure: 24,050 lbs.
• Food: 19,150 lbs.
• Total: 69,240 lbs. / 34.62 tons
• Pallet: 124

Recycling Totals for Fiscal Year 22:
• Bottles/Cans: 134,760 lbs. / 67.38 tons
• Paper: 151,340 lbs. / 75.67 tons
• Cardboard: 207,500 lbs. / 103.75 tons
• Manure: 335,413 lbs. / 167.71 tons
• Food Waste: 215,407 lbs. / 107.70 tons
• Total: 1,044,420 lbs. / 522.21 tons

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Sustainability Report:
- On 11/10/21, the Office of Sustainability hosted the Tower of Cans event at the UT Warehouse in partnership with All Campus Events, Fish Hospitality Pantries, and Fraternities and Sororities on campus. Participating groups collected a record of 61,966 pounds of canned goods! Participating groups set out to build the tallest tower of cans and donated the canned goods as part of the philanthropic component to Spirit Week.
- 31 Volunteers for football game day that each worked a 4-hour shift.
- The Green Fee Committee had a meeting with three proposals presented.
- A Commuter Survey has closed with over 8,300 respondents.

ZONE MAINTENANCE

Zone 1:
- Staying caught up on work orders in the residence halls.
- Contractors are back working on lights for the Reese Chiller Building.

Zone 2:
- Clarence Brown: Changed filters in paint room. Changed 12 lights to LED in paint room.
- Answering calls and completing work orders across zone.

Zone 3:
- Hodges Library: Repaired can light and replaced VAV on 1st floor, cleaning dry wells and roof drains from all the leaves falling, conducting general maintenance.
- Melrose Hall: Repairing steam heaters checking rest rooms and general maintenance.
- Haslam Business: Fixed a toilet, helped with a steam issue at Greve and completing various tasks as needed.
- UT Conference Center: Open building, unlock doors (entrances & stairwells) daily, turn on lighting, chiller & boiler logs, mechanical room check, building walk through, daily Archibus logs, restroom inspection & repairs, mold inspection, outside clean up, trash removal, cleaned elevator track, generator test run, building event lockdown, assisted outside work crews, assisted A/C Shop with leaking pipe and clean up of mechanical rooms.

Zone 4:
- Repaired toaster at the Student Union.
- Working on pot washer and fixing hot well at Stokely.
- Worked on wok at the Cumberland Food Court.
- Repaired microwave at Haslam.
- Fixed boiler at Volunteer Hall.
- Repaired walk in cooler at Anderson Training.
- Repairing hot boxes for Football. This is an on-going project.

Zone 5:
- At Neyland Stadium, we checked and made repairs as needed ahead of Georgia.
- At Anderson Training, we checked and adjusted chemicals in pools.
- At Allan Jones Aquatic, we checked and adjusted chemicals in pools and made repairs after of swim meet.
- At Regal Soccer, we checked and made repairs ahead Lipscomb in NCAA Soccer tournament.
- At Sherri Parker Lee Stadium, we checked and made repairs and started winterizing.
- At Goodfriend Tennis Center, we checked and made repairs ahead of Tennessee Fall Invitational.
- At Lindsey Nelson Stadium, we checked and made repairs after of Fall World Series.
- Throughout zone, we conducted general maintenance.

Zone 6:
- LED Project in Ayres.
- Coil Issues in Dabney.
- Heating Water Repairs in Hesler.

Zone 7:
- Alumni Memorial: General maintenance, working on heaters in stairwells, working on PMs, working shows & lectures and helping throughout zone.
- Dougherty: Going through restrooms and labs changing batteries in the door changing filters and replace some belts and an eyewash.
- Tickle Engineering: Building rounds, general maintenance.
- Ferris Hall: Conducted daily walk throughs and weekly general maintenance.

ZONE MAINTENANCE CONTINUED ON PAGE 4
Zone Maintenance Continued:

- Perkins Hall: Conducted daily walk throughs and weekly walk throughs. Repaired and reset toilet room 103.
- SERF: Routine building checks, changed remaining paper filters on AHUs, traced leaks, replaced broken lights & ballasts, repaired eyewash stations, responded to fume hood alarms, traced issues with VAV boxes in areas that were too cold, assisted A/C shop as needed, assisted Plumbing Shop as needed, assisted contractors as needed, assisted other buildings in zone as needed.
- Nuclear Engineering: Routine building checks, continued checking of steam traps, assisted other buildings in zone as needed.
- Jessie Harris: Checked & cleaned elevator tracks, weekly building check, daily equipment check, roof/leaf check.
- Senter Hall: Weekly building check, daily equipment check, replaced shutter motors, roof/leaf check.
- Fibers and Composites: Checked & cleaned elevator tracks, weekly building check, daily equipment check, roof/leaf check.

Zone 8:
- We have lost both of our grinder pumps in the Plant Biotech building. Electricians and Plumbing shop technicians are working to replace the controls and pumps.
- The renovation continues to the Pilot Plant in the Food Science building to prepare for ice cream production.
- We will soon be upgrading our emergency lighting in the South Greenhouse building.
- We will be making repairs to the loading dock at McCord Hall.

Zone 9:
- We have been working with the specialty team to get a glass window repaired at the Middlebrook building.
- Our LED lighting upgrade is nearly complete at the 1525 University Avenue building.
- We recently performed lighting upgrades at the Glazer building in Oak Ridge.
- We will continue to satisfy all of our PM work requests on Archibus.

ZM Specialties:
- Working on heating water issues at Temple Hall
- Conducted 3rd floor ultrasonic leak detection at Buehler
- Repaired lights at G10 garage
- Repaired expansion joints at Music Center
- Repaired at handicap operator at Hodges Library and Andy Holt Tower
- Replaced parking lot pole light at Oak Ridge Glazer Building

Lock & Key Services:
- Presidential Court – rekey locks
- Auxiliary Services – rekey locks and change combination
- West Skybox Addition – install hardware
- Lindsey Nelson Stadium – repair lock
- Strong Hall – rekey lock
- College of Nursing – repair lock
- Stadium – setup padlocks & key lighting switches
- Zeanah Complex – installing cores and assisting as needed
- Haslam Business – install lock on sliding glass door
- On Campus – assisting as needed
- Front Office – Processing key request, key pickup & drop off
- University Housing – many recores and repairs, assist as needed

Communications & Info Services

Communications & Public Relations:
- Don’t forget to send work team photos to Sam whenever you have them. Send them to sjones80@utk.edu or via text at 865-771-1531.
- Most recent zoom briefing links:
  - 8/26/21: https://youtu.be/mrnEbV_55Ic
  - 9/23/21: https://youtu.be/MSMAzso8ZsA
  - 10/7/21: https://youtu.be/NvJoXc3cU
  - 10/21/21: https://youtu.be/nbYG6u-jNN8
- The electronic employee comment box can be found at tiny.utk.edu/fscommentbox.

Upcoming Training:
- Computer Basics Training - If you or one of your
employees is interested in this introduction to computer use, please email the Training Unit at fstraining@utk.edu with the names of those who would like to attend, as well as their shifts. (The class is open to all shifts, and we will schedule as needed to cover those.)

- **2022 ICS 300 & 400 Training** - ICS 300 is scheduled for January 12 & 13 and ICS 400 training is scheduled for January 19 & 20. This training will take place at Facilities Services.

**Training News:**
- **FS MiniTrain** - We all know Facilities Services is critical in the operation and maintenance of the UTK campus, but did you know that includes our surrounding streams, creeks, and rivers? This month’s MiniTrain explains why stormwater runoff is such a problem, how we deal with it on campus, and what you and I can personally do to help keep our waterways clean. Grab an umbrella and visit [https://www.youtube.com/watch?v=lcGRDgbrh6U](https://www.youtube.com/watch?v=lcGRDgbrh6U) to watch!

- **Don’t forget to complete your 2021 OSHA, UTK 2021 Compliance Training, Bias and Diversity Training and Heat and Cold Exposure Management 2021** (if applicable) as soon as possible! This training can be found at [https://tennessee.csod.com/samldefault.aspx](https://tennessee.csod.com/samldefault.aspx). Sign in with your NetID and password. Then, click on "Your Transcript" and "Launch" to load the training.

- **External Training Completions** - If you participate in any training not done through K@TE, make sure you let Training know so they can give you proper credit for it. The university does recommend that you receive 32 hours of external training annually (HR 128). Last year, we had our highest number of staff hitting their goal for training hours, and while we don’t realistically expect the same numbers as last year, we do want to see our team continue to put time and effort into receiving training for their professional and personal growth.

- **The 2021 Training Calendar is available online!** Visit [https://fs.utk.edu/comminfo/training/](https://fs.utk.edu/comminfo/training/) to view upcoming training dates, times and information throughout the year. The calendar is located below the “Login for online training” link. Check back often as new events and opportunities are added often!

**IT Support and Maintenance:**

- Zone Maintenance Office Moves
- New Computer Setups
- Inventory and Surplus
- Printer Maintenance
- Be looking for a new version of Windows to show up soon. Windows 11 may be pushed out like current windows updates. The main change you will notice is an update to the menu system. Contact Jim McCarter at jvm@utk.edu with any questions.

**UTILITIES SERVICES**

**A/C Services:**

- Reprogrammed controller that services the cooling tower at the Conference Center.
- Assisted air balance team measure hot water flow at Temple.
- Replaced 2 faulty actuators on air handler 1 at UTPD.
- Calibrated and replaced thermostats in room 207 at College of Nursing.
- Replaced cooling fan and display on VFD that serves SERF cooling towers.
- Reset Phoenix controls system at Mossman.
- Replaced 2 steam valves for rooftop air handlers at Andy Holt Tower.
- Verified humidity steam valve operation at Music Building.
- Removed faulty phase detector on VFD that serves HWP1.
- Pulled strainers and cleaned out hot water coil in room 202 of Temple.
- Removed bad actuator in hallway of Tickle Building.
- Replaced hot water actuator in room 310 and replaced chill water sensor at Neyland.
- Replaced hot water actuator for fan coil on 4th floor hallway at Tickle.
- Assisted specialty team in setting up minimum outside air intake for AHU that serves B020 at HPER.
- Cooling tower testing and chemical addition.
- Closed loop testing and chemical addition.

**Electrical Services:**

- Security/Fire Alarm Group:
  - Monthly fire pump testing across Campus.
  - Repaired devices and cleared alarms at TBA, Laurel
Hall, Vet School, Business Incubator, Neyland Stadium, and Student Union.
• Disabled/Enabled devices for the AC shop at Hodges Library.
• Checked door that isn’t locking at generator entrance at Vet School.
• Replaced request to exit on 3rd floor entrance at Haslam.
• Set clocks after time change on Campus.
• Checked card readers at ERC.
• Replace card reader in pharmacy at Vet School.
• Changed programming in card reader at pharmacy in Student Health.
• Checked chimes on clock tower to assist SEC Nation in the ability to play songs on the clock tower speakers if decided at Ayres Hall.

High Voltage:
• Daily 1-800 marking.
• Pumping electrical manholes on Campus.
• Monthly maintenance on both substation on Campus.
• Hooked up temporary electric to TV van for week long tournament at Goodfriend Tennis.
• Ellington AG Campus electrical outage. Prep-Performed-Complete.
• Assisted TA with installing key switches/ LED light at Neyland Stadium.
• Met with the GC about outdoor lights at in the courtyard. Will meet for resolution at Zeanah.
• Annual HAZWOP training at FSC.
• Interviews at FSC.
• Pre-game- Checked generators for A/C- heated seats. Met Skyacam about reel #3 replacement and cord layouts at Zeanah site. Tested, troubleshoot and repaired some field lights and controllers.
• Replaced fixture in campus standard light across from White Hall at S37 lot.
• Installed new LED bulb in pole light at Student Health.
• Installed new fixture and photo cell on pole at lot 9.
• Replace fixture on campus standard light at Fraternity Park.
• Changed bulb and ballast at BESS.
• Changed 3 lights to LED at South Greenhouse.
• 2nd- Checked and reset traffic light UTKTL #4 at Chamique Holdsclaw and Lake Loudoun.
• 2nd- Replaced fixture on sidewalk light between Ferris courtyard and Dougherty.
• 2nd- Replaced wiring in bollards at Student Union.
• 2nd- Pregame temp power to TV trucks at Neyland Stadium.

Plumbing Shop:
• Pumped steam vaults on campus.
• Campus Tennessee One Calls
• Wastewater testing.
• Repairing and testing fire hydrants.
• Unstopped drain at Panda Express.
• Restored hot water at Sigma Kappa.
• Storm sewer repair at BESS.
• Repaired water leak on heating water system at the Conference Center.
• Repaired broken trap in room 203 at Clement.
• Replaced drain line at Tickle.
• Repaired pumps no working at Plant Biotech.
• Repaired low pressure on eye wash at the Conference Center.
• Unstopped kitchen sink at Haslam.
• Pre-Game prep at Neyland Stadium.
• Assisted A/C shop with installing heat converter at Plant Biotech.
• Worked on trap issues at Greve Hall.
• Repaired steam line at Old Facilities.

Steam Plant:
• Started #2 Gas Compressor.
• Set feed water pumps for alignments.
• Drained fuel oil containments.
• Test Ran 2MW generator.
• Clean up around Plant.
• Continue to work with Industrial Boiler to find leak on #1 boiler.
• Worked on position actuator for diverter damper.

CONSTRUCTION SERVICES
• Alumni Memorial Building: Fire Marshal POCA list
• Art and Architecture: Renovate Ewing Gallery; Laser cutters
CONSTRUCTION CONTINUED:

in 3rd floor Print Center

- Ayers Hall: Install lockers in G012; Soundproof doors 208 and 247
- Bailey Education: Renovate 5th floor lobby; Paint and carpet A414; Paint A417
- Band Practice Facility: Replace switch on fans in pavilion
- Bass Building/Body Farm: Clearing and new fences for Body Farm expansion
- Campus: Replace University Seals; Replace elastomeric couplings on fire pumps with metal grid couplings; Volunteer First Impressions Contest winning projects; Refurbish outdoor basketball courts behind Fraternities
- Ceramics Annex: Green space and waterproofing
- Claxton Building: New signage at breezeway; Rework Dean’s suite 344L
- Communications: Renovate 302B; Paint 473
- Dabney Buehler: New HVAC units 550, 552, 553; Replace fume hoods in 408, 507, 508, 607, 608
- Delta Tau Delta: Repairs from vandalism
- Dougherty Engineering: Carpet 407, 407A, 407C; Renovate 101 for welding and robotics lab; Painting 508
- Dunford Hall: Paint and electric 2432
- Early Learning Center (Lake): repair Gazebo floor
- Environmental Landscape Laboratory: Hang white board and monitor 114
- Facilities Services Complex: Install interior cameras
- Ferris Hall: Electric and exhaust for lab 217
- Fibers and Composites: Utilities for new equipment
- Food Science Building: Renovate 215 for Creamery kitchen
- G7 Parking Garage: Replace transformer and electric panels
- G11 Parking Garage: Replace exterior door on level 1
- Haslam Business Building: Paint the building interior; Additional electric circuits 514 and 540; Painting 522A; Receptacle in 459; Replace sound panels in 201, 203, 302, 303, 403
- Hodges Library: Renovate 252; Paint 552A; New lighting and painting 199A; Paint, carpet, millwork 605; Renovation for UT Press
- HPER: Clean tennis courts
- Jessie Harris: Renovations 336, 337, 341; LVT and paint in suite 229
- Jewel Building: New garage door for basement; Add 2 cameras
- JIAM: Add cup sink to hood in 216; Connect glove box to exhaust 256; Electric for chiller Go26; Install utilities to ventilated cylinder cabinet; Wash exterior of windows
- Kingston Pike Building: Install Opticool rack system; Renovate 135 into on line studio
- Magnolia Hall: Repair a wall
- McClung Tower: Fire Marshal POCA list; Flooring 214, 401, 513, 1106, 1107, 1113, 1119; Paint and flooring 612 and 701; Paint 923; Shelving work 108
- Middlebrook Building: Add card reader to exterior door; LED lighting retrofit in 129
- Morgan Hall: Renovations per POCA
- Neyland Thompson Sports Center: Renovate 118 for new cryotherm tubs
- Nielsen Physics: Remodel room 217 into a lab; Fire Marshal POCA list
- Nursing: Fire Marshal POCA list
- Perkins Hall: Fire Marshal POCA list; Replace window a/c unit 220
- Presidential Court: Convert Pod Market to shop for University Mail and Printing
- SERF: Remove connecting doors and add corridor door 511; Exhaust for equipment 522; Utility work and drains for polisher in 309; Electric and air in 108
- Sherri Parker Stadium: Corrections for SFMO
- Sigma Nu Fraternity: Ladies restroom repairs
- SMC: Paint several offices; Paint and furniture 312
- Student Health: Repair flooring seams on 1st floor
- Student Rec and Fitness Center: Replace lighting
- Student Union: Move some signage; Move point of sale registers in Vol Shop; Panic button 174Q
- Taylor Law: Replace sound panels 132, 135, 136
- Thompson Boling Arena: Move card reader
- Tyson Alumni Center: Repair water damage
- UT Drive Services Building A: Renovations for 2nd floor offices
- UT Drive Services Building B: Renovation 101 for sculpture studio
- UT Visitor Center: Renovation for Creamery
- UT Warehouse: Fire Marshal POCA list; Install dock lights
- Vet Med Center: Roller shade in Pendergrass Library

CONSTRUCTION CONTINUED ON PAGE 8
CONSTRUCTION CONTINUED:

- Zeanah Engineering: Install plaques
- 1525 University Ave.: Shelf in 202B
- 1610 University Ave.: Repair crack in building brick veneer
- 1815 Highland Avenue: Security system
- 1817 Melrose Avenue: Carpet the stairs
- 22nd Street Duplex: Various repairs for doors and wall

Join Facilities Services on Social Media

@utkfacserv
@utfacilities
@UTFacilitiesServices

THE • COMMENT • BOX

Locations:

- Facilities Services Complex Break Room
- Facilities Services Shop Area
- Steam Plant (near time clock)
- Hodges Library 1st Floor Service Hallway
- SERF outside of room 426
- The electronic employee comment box can be found at tiny.utk.edu/fscommentbox.

To suggest an additional box location, or for more information, please contact Sam Ledford at sjones80@utk.edu.
The following comments/questions were submitted to the FS comment boxes. Below each comment/question is the response from Interim Associate Vice Chancellor Terry Ledford.

**Comment:** Before we move forward we should really look closely at how we treat others. These divides are getting wider and wider. I used to look forward to helping others here at work. Now it's almost painful to come in each day because people aren't mindful of both the students and peers alike. Many simply look at us as a means to an end and not the fact that we are intact living breathing people with lives. You can't expect someone to kill themselves for this place or push their home life aside for work totally. It's one of the reasons people aren't staying here even with more money. We keep losing veterans left and right because they aren't appreciated.

**Response:** I agree that how we treat each other is of great importance. All of us should be respectful of all others, regardless of where they are in their life. From your comment I am not sure if you are referencing how you are being treated by co-workers, or by the rest of the Campus community, or both. My door is open if you want to come discuss.

**Comment:** Several people are having problems with cell phone reception inside the FSC building. Have there been any discussions of adding a booster?

**Response:** Me, too. I have even gone by Verizon earlier this week (week of 11/8/21) to have them check my phone. Mine is missing about half the calls. They could not find an issue but did relay that some of the carriers have somewhat over extended their subscriptions so their systems are overloaded. Their system upgrades to 5G have been hampered due to supply chain and other issues. As for boosting, which is referred to as distributed antenna system (DAS), these have been installed to a small extent in some of the buildings on campus. Problem is, a separate booster is required for each carrier in each building so it is not an inexpensive issue. If your issue is just a poor signal and the call is breaking up, and your phone is capable of wi-fi calling, you could try turning that on and see if that helps.
The toy drive aims to inspire hope for area children dealing with difficult times during the holiday season. To honor Ryan's memory, as well as his aspirations to become a children's counselor, toys are collected by Roger McDonald every year in his nephew's name. The toy drive benefits Helen Ross McNabb and Child & Family of Tennessee.

To donate, bring unwrapped new toys to the collection box near the front entrance of the Facilities Services Complex at 2040 Sutherland Avenue.

Donations can also be given at several drop-off locations on the UTIA campus. For more info, contact Roger McDonald at 865-705-9994 or jmcdona3@utk.edu