

# Facilities Management News

Vol. 9 Issue 3

August 2013



I would like to take this opportunity to introduce myself to the Creighton University community; my name is Tim P. Norton and I'm your new Assistant Vice President of Facilities Management. I have worked in various Higher Education facilities management roles during the past 20 years. Most recently I was the Director of Facilities Management at St. Cloud State University. Previously, I worked for approximately 17 years at the University of Minnesota in various facilities management roles. My educational credentials include a B.S. degree from the University of Minnesota in Operations Management, a M.S. degree in Experiential Education from Minnesota State University-Mankato, and I'm currently pursuing an Ed.D. in Higher Education Administration at St. Cloud State University.

I started my new position here at Creighton University on July 15, 2013 and have been impressed with the condition of the facilities and grounds and the very friendly people that I have met as I walk the campus. I plan on being a visible member of the campus and local community. I have started that process by meeting and introducing myself to the people that live, work, and study at our beautiful campus every day. I also want to continue and expand on the great work that has been done to date in the areas of sustainability, facilities service delivery, and project management. My wife, Michelle, and I are excited to be living in the Omaha area and look forward to exploring our new surroundings. Being a part of such a talented group of individuals that make up the Creighton University Facilities Management group will certainly be a highlight of my career and I am honored to have been invited to be part of the University family. If I can be of any assistance please do not hesitate to contact me at 402-280-2355 or [timnorton@creighton.edu](mailto:timnorton@creighton.edu).

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## **Congratulations to Ed Grudle with Energy Management who was elected to the Staff Advisory Council!**

One of the roles of the Staff Advisory Council is to help staff get their issues reported to the correct person/division. If you have an issue and don't know where to turn, want to find out if the issue has been addressed before, or just want to vent. You can submit a concern/issue online by going to the Creighton faculty/staff web page. Click on the Staff Advisory Council line under "Services" and then on Submit an Issue from the left side menu.

Please note, their role is not to solve issues! They will tell you if that particular problem has been addressed before and if so, what the outcome was. If it's a new issue, they will direct you to the correct person/division to address the issue.

Facilities Management now has two representatives on the SAC: Ed Grudle and Justin Burgett.



Dear Colleagues,

I hope your summer is going well!

***Welcome to Dr. Ed O'Connor***

A special welcome to Ed O'Connor, Ph.D., who joined Creighton as the University's first provost on July 1<sup>st</sup>. We welcome him to our campus and the University leadership team. I'm looking forward to the academic enhancements the Office of the Provost will contribute to Creighton University as we adeptly respond to the needs of our students and patients.

***Health Sciences Continuing Education Milestone***

Also on July 1, Health Sciences Continuing Education became the provider of continuing education for Alegent Creighton Health healthcare professionals. My thanks to Sally O'Neill, Ph.D., Associate Dean for Continuing Medical Education, and her team for spearheading an outstanding opportunity for the University. The continuing education program is an excellent example of collaboration between Creighton and Alegent Creighton Health. Visit the [website](#) to see the depth of the educational offerings.

***Computer Upgrades***

DoIT is beginning a new process that will coordinate the upgrading of campus computers, which the President's Council (Provost, Vice Presidents, and Deans) and I have approved. The program will replace computers, both PCs and Macs, every four to five years. The new process allows for equal access to new equipment across campus while also leveraging volume purchasing. I commend DoIT for this innovative cost-saving process. More information can be found [here](#).

***BIG EAST Conference Update***

Much planning continues by our Athletics staff and coaches in scheduling BIG EAST competition. Men's and women's soccer and volleyball schedules have been [set](#) and schedules for the other programs are in progress. In addition, a committee comprised of representatives from Athletics, Student Life, Marketing and Communications, Enrollment Management and University Relations are proactively developing plans to capitalize on opportunities presented to the University with the new affiliation. More will be shared with the campus as plans develop.

***Construction News***

The east campus will see further construction activity beginning this month with two projects around Morrison Stadium. The berm located on the north end of the soccer field will be reduced to match the grade of the Webster Street mall across from the Rasmussen Fitness & Sports Center. Additional bench seating will be constructed directly behind the goal and a north entrance will be added for use by teams. The project is expected to be completed by mid-August. Also, First National Bank of Omaha will be building parking lots east of the stadium between 17<sup>th</sup> and 16<sup>th</sup> Streets, from Mike Fahey Street to approximately Cass Street. The project will incorporate landscaping and lighting, along with a pathway replacing California Street. Work is expected to last well into the fall.

In related news, Tim Norton will join us on July 15 as Assistant Vice President for Facilities Management, bringing vast experience in higher education facilities management.

***Strategic Planning***

The University continues with comprehensive strategic planning and subsequent planning by the schools and colleges, the Athletics Department, and the Student Life Division. In addition, cross-campus teams focused on research, interdisciplinary opportunities, marketing, mission, diversity, and enrollment are also developing highly collaborative strategic plans. Later this month and into August, support areas including Human Resources, Enrollment Management, Finance, Marketing and Communications, DoIT and University Relations will be meeting to review the progress to date and begin developing plans to support the University strategy. This important work to define our priorities and identify

resources is critical to the success of Creighton University and I am grateful to all those who have been, and will be, involved.

### ***iJay Store***

Creighton University's College of Business is about to become the first university in the world to operate a student-run Apple Authorized Campus Store when the iJay opens this summer in the Harper Center. Construction has begun on the venue, which is scheduled to open with the return of students for the fall semester. This partnership will allow students, faculty and staff to purchase Apple computers and select accessories at a discount, which will help provide the latest technological innovations for our classrooms. Students not only will receive pedagogical benefits across the campus, but College of Business students will attain real-world, hands-on experience in the operation of the store. Business faculty and Dean Tony Hendrickson have worked diligently to make this tremendous opportunity available for our students and our campus.

### ***AJCU Seminar and Ignatian Colleagues Program***

Three of our colleagues recently took part in the Association of Jesuit Colleges and Universities (AJCU) Seminar on Higher Education Leadership. Robert Dunlay, M.D., Interim Dean of the School of Medicine, University Registrar Patricia Hall, and General Counsel Jim Jansen spent three days at Chicago Loyola University in mid-June. They gathered with peers from around the country, examining the foundations of Jesuit education and how the Jesuit educational tradition can be applied in the everyday work of university decision making. In addition, Executive Director of Human Resources, Jeff Branstetter, Interim Dean for the College of Arts and Sciences, Bridget Keegan, and Vice President for University Relations, Rick Virgin, will be participating in the Ignatian Colleagues Program beginning with an orientation later this month. The Ignatian Colleagues Program (ICP) is a national program designed to educate and form administrators more deeply in the Jesuit tradition of higher education so they may better advance Ignatian mission on their campuses

### ***Academic Commons***

I am pleased to announce the formation of a committee that will work closely with the Creighton community to transform the Reinert-Alumni Library into a vibrant Academic Commons at the heart of the campus. This concept seeks to transform a traditional university library into an "academic living room" with vibrant, activity-filled spaces that adapt to a variety of functions, including research, classrooms, meeting/conferencing, offices, performances and tech-labs. Members of the committee will reach out to the campus community to learn of your suggestions and needs.

There are so many exciting developments happening within our campus community. I'm very inspired by the dedication and talent of so many colleagues who are working together to make Creighton University even more dynamic!

God's blessings,

Timothy R. Lannon, S.J.



**Timothy R. Lannon, S.J.**

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## ***Upcoming Creighton University Holiday...***



**LABOR DAY  
MONDAY  
SEPTEMBER 2, 2013**



# Planning and Design



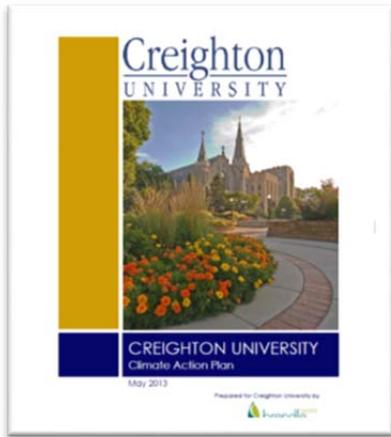
## A quick look at a few of the current approved projects:

- a. The project to remodel the upper level of Brandeis for the Registrar office and to add the elevator tower is in full swing. Kiewit Building Group is the general contractor on the site. Completion is late October or early November depending on the weather.
- b. Creighton Hall will receive a new ADA lift for the first floor. Funding is provided from the fiscal 2014 ADA budget. Materials are on order.
- c. The upgrade of the Deglman HVAC and to replace the windows is contracted to MCL. The work has been in full swing since May with the top two floors being completed. Deglman is closed for the summer but will re-open for the fall semester. The high voltage panel and transformer for part of the project can be seen between Deglman and Harper down the mall.
- d. The Eppley Plaza is receiving a whole face lift. A new water tight membrane has been installed and pavers on the deck itself should be completed late July. The new railings and lights will need to be installed when they arrive.
- e. COBA/Harper project is the work of many people in house and contracted to accomplish this multi building project. The update for the work underway:
  - Harper where the old welcome desk was is in full renovation.
  - A new Apple Store will be open in Harper this fall as well. Work is in progress to open the facility for the fall arrival of students and family.
  - The rotunda has been closed and is becoming the front reception area for the College of Business. Some of the faculty have begun moving into Harper.
  - Work is completed in the Reinert Alumni Library the Department for Doctorial Education, EdD, has occupied space on the second floor and Edge moved into space on the lower floor. Celai will occupy space across from Edge on the lower floor and work is underway.
  - Eppley first, third and fourth floors are progressing.
  - Hitchcock first floor remodel and the new ADA ramp and entrance with MCL is in full swing.
  - Dowling Hall will have a new digital lab on the second floor. Work is underway.
- f. Boyne Building fire alarm is in progress and making great head way.
- g. Heider Hall phase two of new cabinets, sinks and waste lines is under construction. Cabinets are due the third week in July. The schedule has the work completing by the first week in August – it will really be tight.
- h. The new parking lot at 21<sup>st</sup> and Cuming is in full demolition and weather permitting will open by the first day of fall classes.

## Larger projects in design or discussion

- a. Brandeis Hall ground floor renovation for additional space for Pharmacy.
- b. Retreat Center expansion of the dining hall.
- c. Student Center data closet and security upgrade.
- d. Card access panels and security camera upgrades.
- e. St. John's Church façade stabilization and restoration
- f. Conagra Plaza surface replacement

Planning and Design continues to appreciate all Facilities Management employees for their cooperation during this very busy time of transitions of departments, buildings and operations.



With a great deal of input, hard work, and dedication from staff, faculty, and students in various areas across the university, Creighton's first Climate Action Plan has been developed, accepted and publically submitted as a part of the university's pledge to the American College and University Presidents' Climate Commitment (ACUPCC).

The plan sets a date for the university to be "climate neutral", (i.e., having a net-zero carbon output), along with concrete steps to get there. Additionally, it includes background information on why this is important and where the university currently stands.

The final Climate Action Plan, along with more information, can be found on the Sustainability Council's website: <http://www.creighton.edu/about/sustainability/acupcc/index.php>

Thank you to everyone that has worked so diligently on this project; it could not have been done without your input. If you'd like to be involved in implementing the plan, please let Mary Duda know.

### **Pope Francis on the environment, during his inauguration homily, March 19, 2013**



"The vocation of being a "protector", however, is not just something involving us Christians alone; it also has a prior dimension which is simply human, involving everyone. It means protecting all creation, the beauty of the created world, as the Book of Genesis tells us and as Saint Francis of Assisi showed us. It means respecting each of God's creatures and respecting the environment in which we live. It means protecting people, showing loving concern for each and every person, especially children, the elderly, those in need, who are often the last we think about..."

Please, I would like to ask all those who have positions of responsibility in economic, political and social life, and all men and women of goodwill: let us be protectors of creation, protectors of God's plan inscribed in nature, protectors of one another and of the environment. Let us not allow omens of destruction and death to accompany the advance of this world!"

To read more: [http://www.fr-ed.com/homily\\_of\\_pope\\_francis\\_inaugurat.htm](http://www.fr-ed.com/homily_of_pope_francis_inaugurat.htm)

## **Facilities Management Fun Day – September 12, 2013**

Mark your calendar! Fun Day will be Thursday, September 12, 2013, 12:00 Noon to 3:30 p.m. This event is for employees only – no guests. The location is the same as last year: Cooper Farm Picnic Grounds, 8602 Mormon Bridge Road. Be sure to turn in your T-shirt Order Form to Justin Burgett by August 2, 2013. Remember you must be present to receive your Fun Day T-shirt and to receive any prizes! Come join the fun!



# Environmental Health & Safety



## Fatigue on the Job



Fatigue is the condition of being physically or mentally tired or exhausted. Extreme fatigue can lead to uncontrolled and involuntary shutdown of the brain.

Here are some things to look for in your coworkers to help identify fatigue. Everyone needs your help, because in most cases, people who are under significant fatigue can't identify it themselves. These include:

- Their job performance slows.
- Their job quality is reduced.
- They can't recall their last thought, conversation, or what they did a moment ago.
- They have trouble solving problems.
- They make errors.
- They have a near-miss accident.
- They have trouble focusing.
- The head droops.
- They can't stop yawning.



When someone is fatigued **they will make errors in judgment**. The mind or eyes can be off task and you can make a critical error. Keep yourself and others safe. Get plenty of rest and during periods of extreme temperatures take short breaks and keep hydrated.



## ENERGY MANAGEMENT

### QUICK FIXES

Tight facility budgets make low- or no-cost energy expenditure reductions especially important. Many schools can achieve energy savings of up to 25 percent through behavioral and operational changes.

#### Turning Things Off

The quickest and easiest way to implement load reductions is to ensure that equipment is turned off when it's not needed. This can be accomplished by recruiting student volunteers or custodial staff as monitors. Students can be enthusiastic ambassadors of a school's energy-saving goals, and an activity such as creating "turn it off" signs to place above light switches, for example, can be a fun and educational classroom activity.

**Computers and electrical devices...** These should be turned off when they are not in use as well as over weekends and holiday breaks. "Smart" power strips with built-in occupancy sensors can shut off electrical devices when no users are present. Also, because a computer monitor can use two-thirds of the total energy of a desktop system, it is important that they employ sleep-mode settings—this can save as much as \$75 per desktop system annually.

**Lights...** Lighting strategies are the easiest way to minimize energy consumption without any major expense. Simply turning off lights in unoccupied rooms can save from 8 to 20 percent on lighting energy.

# 10-Minute Exercise



Take advantage of the nice weather and get your workout outside! Here is a quick 10 minute exercise routine that can be done at home or at work using things you can find outside.

- **3 Minute Cardio Burst:** March or jog in place for 30 seconds, do 30 seconds of jumping jacks, repeat 2x.
- **1 Minute Strength:** Inclined Pushups- find a tree, bench, car, or some steps and place your hands on the elevated surface with your feet on the ground. Keeping your back flat and abdominals contracted, bend your elbows to 90 degrees and perform a push up. Then push your body back up straightening your elbows.  

- **2 Minute Cardio Burst:** Find some steps, a tree stump, park bench or other item that you can safely step on. March or jog for 30 seconds in place, quickly step up and down for 30 seconds. Repeat 1x.
- **1 Minute Strength:** Find a chair or set of steps. Sit down into the chair, watching to make sure your knees do not go over your toes. Then push through your heels and stand back up. Repeat for 1 minute.  

- **2 Minute Cardio Burst:** Jog or quickly walk down the street/road (or around in a circle) for 30 seconds, pretend you have a jump rope and jump rope for 30 seconds. Repeat 1x.  

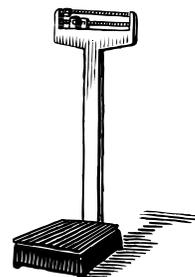
- **1 Minute Strength:** Get into the plank position, with your body resting on your elbows. Either bend your knees to the floor or stay up on your toes. Hold this position for 1 minute.
- **STRETCH!**  


## HEALTH SCREENINGS COMING IN SEPTEMBER...

Mark your calendars for the 2013 SimplyWell Health Screenings coming up this September!

Benefits of Participating:

- ✓ FREE lipid panel, blood pressure and BMI check
- ✓ FREE post screening consult
- ✓ Confidential health report
- ✓ FREE \$\$ towards your benefit plan:
  - ...For those in the PPO plans the wellness reward in 2012 actually saved employees almost two months of premiums.
  - ...For those in CCAP, almost ½ of your annual deductible is covered.
- ✓ Access to legitimate scientific verified learning resources written by Harvard Health and others
- ✓ Reward Store points that can be used to purchase great prizes



**We will be coming to the Jelinek building on September 19 at 5:00PM for the evening workers.** More information will be sent out in the next month. Please keep your eyes open to get signed up!

**Questions? Contact: [wellness@creighton.edu](mailto:wellness@creighton.edu) OR 402.280.5721**



# Grounds & Landscaping

It's hard not to notice the parched lawns around campus lately. The weather is hot, the rain has stopped falling, and the cool season grasses are showing signs of stress. But the browning is not for lack of attention to the lawns; the Grounds department has been auditing and troubleshooting the campus irrigation systems daily for weeks now. So what's going on?

In the past, the lawns were kept green by the simple act of watering beyond the point of saturation to ensure the lawns had all the water they needed (and then some). If some water is good more water is better, right? Wrong. Too much water can be as detrimental to plant health as too little, especially when temperatures are high, and scaling back our water usage will avoid saturation of the soil which essentially suffocates plant roots.



This year, our staff is taking the time to learn as much as we can about the intricacies of our Irrigation systems and the sites they water in order to create more efficient watering practices. This is being accomplished with regular adjustments to irrigation scheduling (as opposed to twice a season) and correcting shortfalls to our systems in ways that are quick and inexpensive such as raising sunken heads, adding or moving heads, and replacing broken or under-performing heads. In the end, we'll have healthier plants and more efficient watering practices.



## CUAlert™



Today, more than ever, we must be prepared for situations that we could have never anticipated happening and recognize that immediate communication is critical to keep students, faculty and staff well informed. Effective emergency response requires personal preparedness and planning.

CUAlert™ is a multi-channel communication system that allows the Creighton community to receive emergency information in a time effective manner. All active CU students, faculty, and staff will have their CUmail address automatically added to the CUAlert™ system. If you want to receive notifications via cell phone, landline phones or text messaging you have to log in to the CUAlert™ system ( <http://www.creighton.edu/cualert/>) and provide this information. You are responsible for keeping this data accurate. You can log in at any time and update or remove your information.

This system is the best way to learn if the University is closed or has a late start because of inclement weather, or any other disaster or crisis. Your information will only be used within the CUAlert™ system to notify you of emergency situations on or near campus.

## WELCOME NEW EMPLOYEES

**David Fidone** joined the Facilities Management staff on May 21, 2013, as a building engineer on the night crew. David has two grown children, a son and daughter. He was self-employed for 26 years. Outside of work David enjoys shooting sporting clays, fishing and most sports.

**NawRa Shanrawng** started work as floor tech with the custodial project crew on June 10, 2013. He is single and came to Creighton from QPI – Quality Pork International. NawRa has an Associates Degree in Math. His hobbies are soccer, swimming and all sports.

**Tim Norton** joined Creighton University as Assistant Vice President for Facilities Management on Monday, July 15, 2013.

# Dates to Remember:

**Student  
Move-In Begins**  
Friday  
August 16, 2013



**Undergraduate Classes Begin**  
Wednesday, August 21, 2013



**Facilities Management  
FUN DAY**  
Cooper Farm  
Picnic Pavilion  
Thursday, September 12, 2013  
12:00 Noon to 3:30 p.m.

**SIMPLY WELL HEALTH SCREENINGS  
Begin September 10<sup>th</sup>**  
Watch for more information on making an  
appointment for your screening.

**Autumn Begins**  
September 22, 2013



**Columbus  
Day**  
  
October 14, 2013

**Information Sharing**  
Mid-October  
Date to be Announced

**Fall Break**  
October 13  
Through  
October 20

**Happy Halloween**  
THURSDAY  
OCTOBER 31, 2013



**FALL BACK**  
End of Daylight  
Saving Time  
Turn clocks  
back one hour  
at 2 a.m.



**Daylight Savings time Ends...**  
2 A.M. Sunday, November 3, 2013