



From Facilities Management

Vol. 6 Issue 1

February 2010

Like you, I am ready for winter to be over. I get that way in October. Likely no one wants the winter over more than the snow removal folks. They have done a Herculean job this winter and are much appreciated by all of us that come to campus. I wish the neighborhood I live in would be half as well done.

In November I wrote that a program for electronic time and attendance was being considered. The program of recording time at work electronically isn't authorized yet, but the planning is continuing. A vendor has been selected and meetings across campus are taking place to determine the best way to implement. The schedule for a roll out of the program this summer is still possible. More will be discussed later with your supervisor and once the program gets started there will be lots of training. The attributes of the program are significant and will make information about an individual's time and attendance easily accessible.

The alternative energy project is finally taking shape. The authorization of the grant by the Department of Energy took some time but now the funding is secure so we know the project can be paid for. The project is being accomplished in collaboration with OPPD and will include installation of photovoltaic film on the roof of the Kiewit Fitness Center; a series of photovoltaic panels East of the ROTC bldg in the parking lot, a tracker photovoltaic panel south of the Lied Education Center and four wind turbines on the lawn south of the Lied Education Center. OPPD is providing the matching funds for the grant and will use the site as an education tool for its clients to encourage more alternative energy projects. With OPPD as a partner, the objective is to prominently display these systems to enhance the awareness of sustainability initiatives possible in the region. The departments of Physics and Atmospheric Science are actively engaged in the project to develop research opportunities for the students. DoIT is helping with the web cameras that will provide a way of monitoring the construction and the site conditions when the systems are put to use. The electricity generated will be used to offset other sources of generated electricity consumed by the campus. DoIT is working on dashboard reporting of the efficiency of the panels to be noted at OPD and at several points on campus using digital signage as well as being available on the OPPD website. The installed system will be very important in support of the anticipated award of a second grant for development of academic programs centered on alternative energy generation. The second grant will be quickly followed with an application for a third grant that will be used to set up a Center of excellence for Alternative Energy policy and ethics: operations: and evaluation.

The budget for next fiscal year which starts July 1, '10, is about to be planned. You were made aware of some of the added items Maria Jerrell submitted for approval in the new budget. There isn't any reason to be overly optimistic about being authorized the requests. The budget for electricity is rising significantly and will take away much of the University's available budget. A few other significant increases in expenditures that can not be avoided across the campus further reduce the flexibility to approve new requests. Our challenge will be to contain the expenses we have next year to the budget. Snow removal and rising utility costs are always potential surprises as we get a cold and snowy winter or a hot summer. Consequently we must continue to look for ways as individuals to be more frugal and still be good stewards of the campus bricks and mortar. Work by the Innovative Team and the Energy Awareness Committee are very important to our efforts to find good methods to reduce expenses. I always encourage being good service providers and doing good work. That will be our way into the future. There may be times though that we can't be as good at supporting a need as we would like simply because we don't have the resources.

With the severe cold we have experienced and the variety of flu in the region I don't need to tell you to be aware of your surroundings and always take caution. Make safety a first thought in your daily routine. You are needed by family and friends and they want you healthy.

Thanks to everyone for all the good work you are accomplishing. There is much to do and you are the team that can get it done. Lennis

Landscape News

From Jessica Heller



Nation's Best Maintained Landscapes Award



Creighton University received a grand award in the category of University and College Grounds at the 2009 *Professional Grounds Management Society's Green Star Awards* ceremony Oct. 31 in Louisville, Ky.

The annual awards program brings national recognition to grounds maintained with a high degree of excellence and complements other national landscape award programs that recognize outstanding landscape design and construction.

This year, 16 grand and honor awards were offered in eight categories, covering all types of private, public, commercial and industrial landscapes.

Creighton's Grounds Crew was recognized for meticulously managed display beds and other gardens around campus as well as their incorporation of a variety of plantings including marigolds, feather reed grass, zinnias, linden and spruce trees, cannas and more.

The Professional Grounds Management Society (PGMS) was established in 1911 as a professional society with the purpose of education and professional advancement. The majority of PGMS members are institutional grounds managers who work for organizations such as colleges and universities, municipalities, park and recreation facilities, office parks, apartment complexes, hotels/motels, cemeteries, theme parks, and landscape-management companies.

SAVE THE DATE:

*Facilities Management
Information Sharing Session
Tuesday, March 8, 2010*

*Session 1: 9:30 - 10:30 a.m. - Harper Center Auditorium
Session 2: 6:00-7:00 p.m. - Boyne Building Room 137*

RECYCLEMANIA comes to Creighton!



RecycleMania is a friendly competition and benchmarking tool for college and university recycling programs to promote waste reduction activities to their campus communities. Over a 10-week period, schools report recycling and trash data which are then ranked in various categories.

Creighton is entered in the following competitions:

- The S.K. Gaski Per-Capita Classic, which is a measurement of our total recycling in pounds divided by our official population.
- The Targeted Materials division (cardboard).
- The Gorilla Prize (total recycling in pounds).



*The Per-Capita
Classic Trophy—
ours for the taking!*

The competition started January 17 and goes through March 27. We're hoping to show a continuous improvement in our amounts of recycled materials and we need your help! Pretty much anything can be recycled, except food or liquids, tissue or paper towels, construction materials (and we have efforts here in Facilities to recycle these items!), plastic bags, candy wrappers, glass or Styrofoam. Please make an extra effort to separate your trash from your recyclable materials. For more information on RecycleMania, visit <http://www.recyclemania.com>.

Creighton University is committed to continually improving our management of energy resources, which reduces both operating costs and related forms of pollution. We are proud to be part of the family of businesses who have joined with Energy Star. What this means is that we will be working towards being more energy efficient across the university and especially in Facilities – buying Energy Star-rated equipment, developing programs to be more energy-efficient, and measuring our energy usage, among other things. For more information on this program, see <http://www.energystar.gov>.



DAYLIGHT SAVING TIME

March 14 is the start of Daylight Saving Time.
Don't forget to turn your clocks AHEAD 1 hour.

1878



2010

Please join
Rev. John P. Schlegel, S.J.
President of Creighton University
for the annual

FOUNDERS DAY
CONVOCATION AND
FACULTY AND ADMINISTRATOR
AWARD RECOGNITIONS

Tuesday, February 9, 2010
3:45 p.m.

Creighton University
Mike and Josie Harper Center
Hixson-Lied Auditorium
602 North 20th Street
Omaha, Nebraska

Reception to follow after program
Ahmanson Ballroom, 4th Floor
Harper Center



Haiti Tragedy.....

Facilities Management
collected

\$286.00 for the Relief
effort in Haiti. Thank you
for your prayers and
generous financial
assistance to this human

tragedy.

► Congrats to Betty Alcorn who won the \$20.00 gift card to Billy Blues.



News from Planning and Design: Fran Angeroth

As we look to our year of 2010 and we need to do more with what we have reflect on this quote from David Ogilvy "*Don't bunt. Aim out of the ballpark.*"

Current projects, requests for quotes/proposals and other work in our department are as follows.

- Interviews are scheduled for the end of January with three consultants to work with the University on our greenhouse gas emissions inventory and to develop a plan for reduction.
- BIC – removal of the existing main floor service desk is progressing and replacement with a new modern piece will be completed soon.
- Burt Street Cooling Tower Phase II: The project's second phase of the work on the tower is going along without any issues. The completion will enhance the performance and the reliability of the tower.
- The repair of the 6" condensate main on Burt Street is substantially complete – we need spring to repair a sprinkler line damaged during the repair.
- Criss Building School of Medicine Expansion – work is taking place in several locations to meet the commitment to expand the class size. Completion of all ten projects is required by August 1, 2010 to meet the new expanded class size.
- DoIT is spear heading a two year project with FM assistance to replace the west campus phone switch. Low voltage cabling in BIC, Boyne, Cardiac Care Center, and CUMC are some of the pieces you will see taking place.
- Old Market Clinic – radiology upgrade: The remodel of the existing space is due for completion by February 1st. Brown's will then begin the five day installation of the new equipment.

There are a number of other projects at this time in preliminary discussions, design and estimating, pending approval or scheduled for work at a later date:

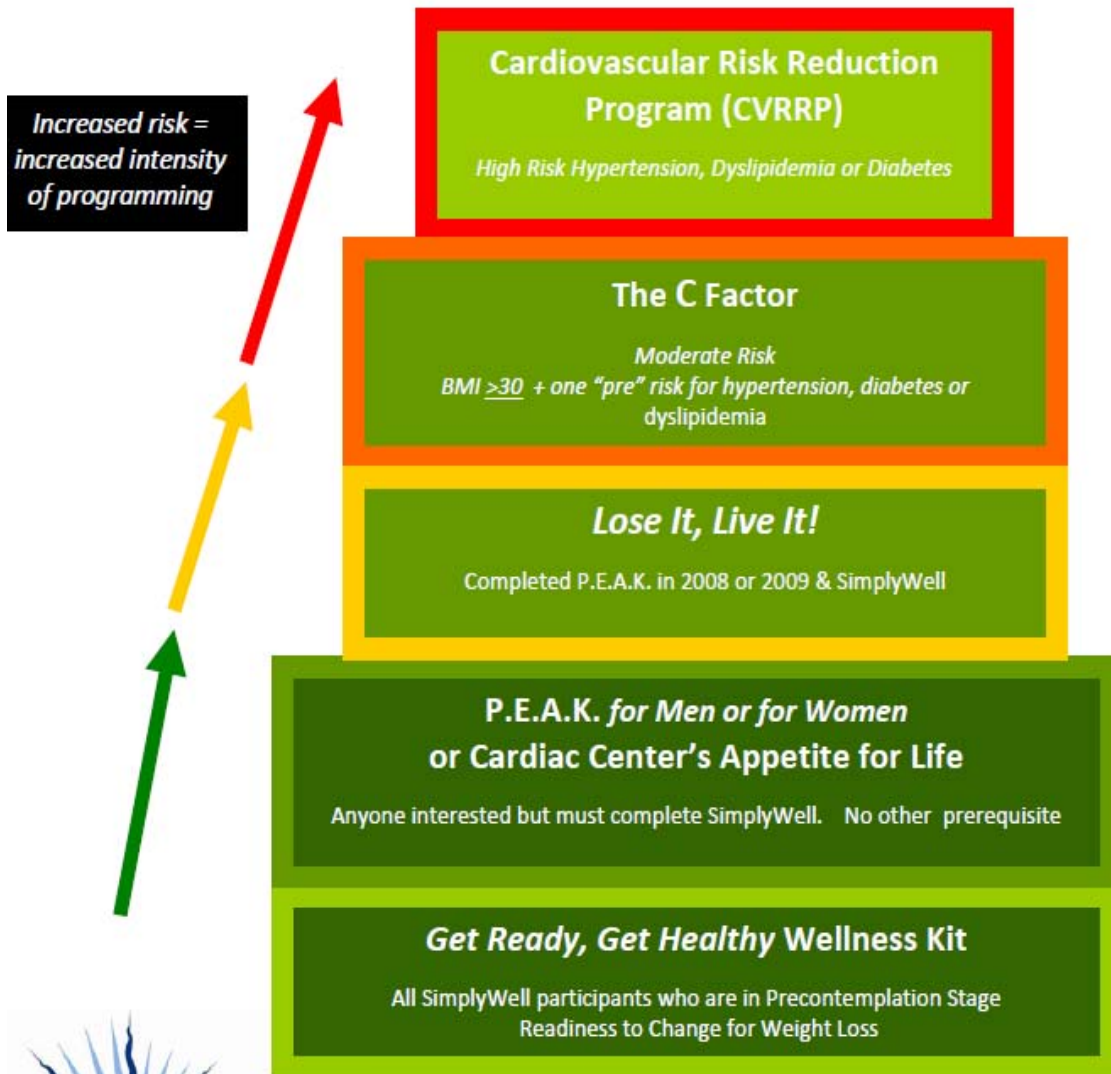
- Electronic Health Records (EHR) project
- Upgrading the campus security camera system to modern technology.
- Brandeis Hall – transformer replacement
- Cardiac Care Center – boiler replacement
- Heider Hall – redesign lobby.
- Kenefick Hall – creating a DoIT closet and installing wireless access points throughout the building.
- Kiewit Hall – room 431 remodel into two bedroom apartment
- McGloin Hall – adding additional wireless access points.

On a staff note we welcome Coale Johnson to our department as an Architect/Project Manager II.

N^{OURISHING} YOU

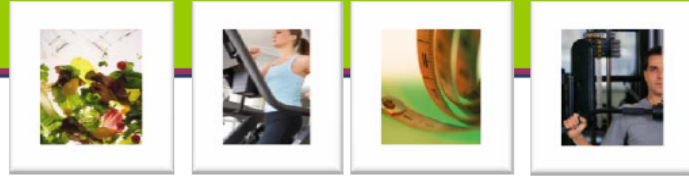
INVIGORATE YOUR LIFE!

The Creighton University Wellness Program initiative to address employee high risk for overweight and obesity and chronic diseases associated with it.



P.E.A.K. *Weight Management for Men or for Women*

(Promoting Eating & Activity Knowledge)



P.E.A.K. is the key to a healthier life. Whether you have 5, 10, 15 or 50 pounds to lose, our comprehensive solution to weight management with trained facilitators will help you establish a plan for realistic goals for good health. Develop the skills and knowledge needed to practice healthy eating and exercise habits for long term success.

February 2 - April 22

As a participant you will receive:

- A P.E.A.K. Educational Binder, Food & Exercise Tracking Journal, & the Calorie Counter Book
- 8 Group Support & Education Sessions & access to 40 Group Move IT Exercise Sessions
- 2 Individual Coaching Sessions with a health educator
- Lots of Motivation, Accountability, Tips & Fun

**Program Cost:
Only \$20!***

*Participants that complete the program will receive a coupon for free personal training services in a Campus Fitness Center. A \$50 VALUE!

Past P.E.A.K. Participants had this to say:

**I liked the group setting. I also liked the information that was given. It has helped me to make better food choices and to be more conscious of those choices.*

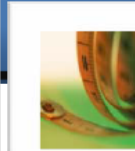
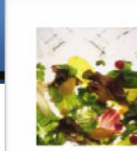
**I thought the gym workouts were very good, it was non-threatening, informative and based on each person's knowledge. I liked the group setting. I also liked the information that was given. It has helped me to make better food choices and to be more conscious of those choices.*

**Prior to joining PEAK I knew what I wanted to do in terms of being a healthier person, but did not know how to start that process. PEAK not only provided me direction in starting but covered various areas (food, physical activity, motivation) to make this a program I could succeed at and maintain after it wrapped up. Over the years, I have been a participant in other weight loss programs in the community. They too worked, but PEAK offered me convenience and education I have not found with other programs. I would highly recommend this to anyone who is ready to place their personal health on their priority list!*

If you are ready to commit, please reserve your spot by calling Dawn at 402.280.5721 or sending an email to dawnobermiller@creighton.edu with your name, email, and phone number by **Wednesday, January 27.**

Lose IT! Live IT!

Weight Loss Program



*Starting in just a few weeks the **Lose IT! Live IT!**, a 12 week approach to healthy weight loss will be offered the Wellness Program. The Mayo Clinic Diet, Lose IT! Live IT! encourages people to eat from all food groups in order to maintain a balanced, healthy lifestyle. It is based on the principles of energy density, which allows people to eat until they're satisfied and still lose weight.*

February 4 - April 22

* Must have *successfully* completed a P.E.A.K. Weight Management in 2008 or 2009 in order to participate in this program.

As a participant you will receive:

- The Mayo Clinic Diet & Journal
- 12 Weeks of Support & Motivation
- 3 Individual *Check IT!* sessions with a health educator
- 6 Group Support sessions with practical tips, demos and discussion & access to 40 *Move IT!* Exercise Sessions

Program Cost: Only 20!*

*Participants that complete the program will receive a coupon for Personal Training Services in a Campus Fitness Center. A \$50 Value!



The Mayo Clinic Diet book is organized into three practical sections, making it easy to understand.

"Lose It!" emphasizes the quickstart plan – a plan that helps dieters lose weight safely in a short amount of time. During this time, readers are encouraged to add five specific healthy habits and break five unhealthy habits. If the dieter is truly motivated, he or she will be able to add the five bonus habits into his or her overall plan for change.

"Live It" offers an action plan for continued weight loss at a slower pace, then weight maintenance once a goal weight is reached. The dieter will learn healthy portion sizes by recognizing visual cues and through a customized guide to using the Mayo Clinic Healthy Weight Pyramid.

"All the Extra Stuff" contains practical, helpful tools and tips that will help dieters understand the "whys" and "hows" of healthy dieting, including meal planners, recipes, serving size samples and techniques to overcome specific obstacles when making steps towards healthier living.

If you are ready to commit, please reserve your spot by calling Dawn at 402.280.5721 or sending an email to dawnobermiller@creighton.edu with your name, email, and phone number **by Wednesday, January 27.**



Project Homeless Connect **March 26, 2010** **Creighton University**

What is Project Homeless Connect Omaha?

Project Homeless Connect is a one-day event that serves as a one-stop shop, connecting homeless individuals to needed services, including: housing, healthcare, legal resources, employment counseling, haircuts, Social Security, etc. Last year 453 guests connected with significant services at Creighton's Kiewit Fitness Center assisted by 700 volunteers.

Building on last year's success, on Friday, March 26, 2010, with the support of Creighton President Fr. John P. Schlegel, S.J., Creighton University will again host Project Homeless Connect Omaha. The opportunities to engage volunteers, build community, grow research and evaluation efforts and ultimately respond to the homeless in Omaha underscores the value of this partnership.

Creighton Community Opportunities to Volunteer

There are many opportunities for **Creighton students, staff, faculty, alumni/ae, and friends** to volunteer. General volunteers are needed for set up, clean up, greeting, directing, registering, serving food, or whatever else is needed to help the day flow. Most volunteers will serve as "Navigators" by helping our guests to fill out a basic intake form and by staying with our guests through the process of accessing professional services offered that day. We also need healthcare professionals to offer their skills. You can sign up online to help in the morning, afternoon, or all day.

The University has again approved release time for employees who wish to volunteer for Project Homeless Connect. It is important however, that staff get approval from their supervisors (to take vacation, unpaid leave, or start early/leave late) to ensure departments have necessary coverage to conduct business.

In addition to training sessions, volunteers can register for a follow-up session on reflection, social analysis, and ways to become more involved to end homelessness in Omaha.

Staff Advisory Council will once again consider Project Homeless Connect Omaha as one of their Spring Volunteer projects.

For more information on Project Homeless Connect Omaha, visit:

<http://homelessconnectomaha.org/>. Watch video reflections from PHCO 2009 at <http://www.creighton.edu/ministry/ccsj/phco/reflections/index.php>. Contact Ken Reed-Bouley at the Creighton Center for Service and Justice with questions at 280-2754 or [kreb@creighton.edu](mailto:krb@creighton.edu).

Service Awards:

The Annual Service Award Luncheon was held on January 6. As part of this traditional celebration, 24 Facilities Management employees were recognized for reaching important service anniversaries. We express our congratulations to the following individuals and say thank you for your commitment and dedication to the success of Creighton.

45 years

Brother Jim

25 years

Fran Angerth
Annette Burroughs

20 years

Betty Alcorn

15 years

Brian Besack
Trunk Hansen

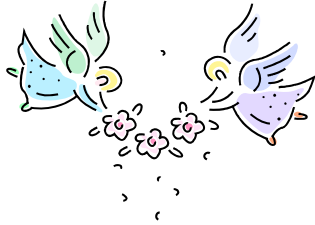
10 years

Keith Card
Chris Casey
Angelica Cepeda
Dennis Graskowiak
Dave Jackson

5 years

Palmer Anderson
Linda Baker
Enrique Barrera
John Baxter
Shalamar Drake
Dora Escobar
Kandilyn Freeman
Mary Gatewood
Jessica Heller
Zautu Kadaw
Steve King
Yesenia Starks
James Young

2009 Holiday Spirit Project Update



Facilities Management's 2009 Holiday Sprit Project sponsored grandchildren of a Facilities Management employee. Our goal was to collect enough money to buy each child a \$20.00 - \$25.00 gift card.

Good News!! We collected **\$330.00** which was enough money to buy each child a \$30.00 gift card! Thank you for your generosity.

Healthy Luncheons Sponsored by the Creighton Wellness Committee

Tuesday, February 9, 2010

12:00 pm - 1:00 pm - Skutt Student Center, Room 104

- ❖ Topic: "Vitamin D deficiency"
- ❖ Speaker: Dr. Robert Heaney, VP for Research

Tuesday, March 2, 2010

12:00 pm - 1:00 pm - Harper Center, Room 3027

- ❖ Topic: "Taking Care of your Bones and Muscles"
- ❖ Speaker: Lisa Black, Associate Professor, Physical Therapy

A light lunch will be served on a first come first served basis.



Welcome to the new employees that joined us in November, December and January ~

Central Receiving:

Shane Elkins worked for Payless Office Supply as our route driver before joining us on November 10. Shane is a Mover/Delivery Worker in Central Receiving. He is married and his hobbies include Harley Davidson motorcycles and playing video games.

Planning/Design:

Coale Johnson is the new Architect/Project Manager II and started at Creighton on January 4. He is a widower and has 3 children; Jeremy 29, Lindsey 26, Ashley 23. He is a licensed Architect in Nebraska with 33 years experience working with various architectural firms in Nebraska. Coale was raised in Omaha, graduated from Burke H.S.

and Southeast Community College. He is an active member of St. Vincent de Paul Catholic Church and involved with different ministries such as Scouts, Youth Ministry, Outreach Missions, Social Justice, School Board, Pastoral Council, and Knights of Columbus. In his spare time he enjoys ballroom dancing and many outdoor activities such as hunting, fishing, camping, and hiking. Coale has been a Boy Scoutmaster and leader for 23 years and received the Silver Beaver award (the highest National award a volunteer can receive) and helped 47 boys become Eagle Scouts.

Custodial Services:

Antonia Almazan started at Creighton on January 19 working as a custodian in the Ryan Center. She is married and has a 5 year old daughter, Emily.

2010 - 2011 Holiday Schedule

THE ESTABLISHED HOLIDAYS ARE:

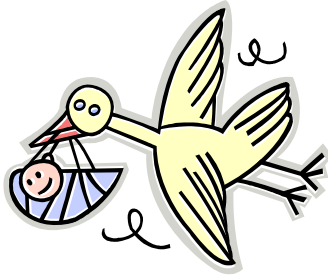
- Independence Day
- Labor Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas holiday break (the University is closed during the period from Christmas Eve through New Year's Day)
- Good Friday
- Memorial Day

2009-2010 Fiscal Year Holiday Schedule

Independence Day	July 4, 2009	Saturday (observed Friday, July 3)
Labor Day	September 7, 2009	Monday
Thanksgiving Day	November 26, 2009	Thursday
Day after Thanksgiving	November 27, 2009	Friday
Christmas Holiday Break	December 24, 2009 - January 1, 2010	Thursday-Friday
Good Friday	April 2, 2010	Friday
Memorial Day	May 31, 2010	Monday

2010-2011 Fiscal Year Holiday Schedule

Independence Day	July 4, 2010	Sunday (observed Monday, July 5)
Labor Day	September 6, 2010	Monday
Thanksgiving Day	November 25, 2010	Thursday
Day after Thanksgiving	November 26, 2010	Friday
Christmas Holiday Break	December 24, 2010 - January 1, 2011	Friday-Saturday
Good Friday	April 22, 2011	Friday
Memorial Day	May 30, 2011	Monday



Congratulations to Sha Lo (Custodian, Wareham Building) and her husband Myo Min Than on the birth of a baby boy, Samuel Min born on November 17.



Hearts in Trouble

Your co-worker grabs his chest in pain and you realize that he's having a heart attack. After you call Public Safety, what should you do? Here are some dos and don'ts:

DO:

- ♥ Have the person sit down, rest and try to keep calm.
- ♥ Loosen any tight clothing
- ♥ Ask if the individual takes any medication for a known heart condition. If so, get the medication (usually nitroglycerin) and help the person take it (it should be placed under the tongue).
- ♥ Begin CPR if the person is unconscious and unresponsive.

DO NOT:

- ♥ Leave the individual alone expect to call for help.
- ♥ Panic. The person having the heart attack must remain relaxed.
- ♥ Wait to see if the symptoms go away.
- ♥ Give the person any medication unless it his (her) prescription for a known heart condition.

Environmental Health & Safety

As many of you know, the snow that has fallen this year is causing a lot of water intrusion problems. Please keep you eyes open for even small leaks as these can turn into bigger problems if left un-corrected. The carpenters are doing a great job of informing EH&S of these locations. However, if you know of any areas that do not look like they have been reported or responded to please turn in a work order so that they can be addressed before they get worse and mold starts to form. The sooner we know about them the sooner they can be taken care of.



Also:

As many of you might hear from your supervisors, EH&S is starting to develop a Stretch and Flex Program for Facilities. It will be used to

encourage workers to take the first ten minutes of their day and stretch. According to statistics minor pulls and strains are about half of all non-fatal injuries. In some companies strains and sprains have been cut in half after these programs were started. It will be tailored to each individual department so that you are preparing for your workday. We encourage all of you to give this a program a try. You may be one of the persons that don't get injured because of it.

Match the lovers quiz

Match the following famous couples. The list includes both real people and fictional characters.

___ Romeo
___ Abraham Lincoln
___ Antony
___ King Arthur
___ Mickey
___ Rick Blaine
___ John Smith
___ Donald Duck
___ Popeye
___ Aladdin
___ Samson
___ David
___ Adam
___ Rhett Butler
___ Ferdinand
___ George Washington
___ Napoleon
___ Sonny
___ Joseph
___ Superman
___ Arnold Schwarzenegger
___ Simba
___ Humphrey Bogart
___ Yuri Zhivago
___ Barrack Obama

1. Lauren Bacall
2. Bathsheba
3. Cher
4. Cleopatra
5. Daisy
6. Delilah
7. Eve
8. Guinevere
9. Ilsa Lund
10. Isabella
11. Jasmine
12. Josephine
13. Juliet
14. Lara
15. Lois Lane
16. Maria Shriver
17. Martha
18. Mary
19. Mary Todd
20. Michelle
21. Minnie
22. Nala
23. Olive Oyl
24. Pocahontas
25. Scarlett O'Hara



Sunday, February 14

2010 Life Handbook

Health:

- Drink plenty of water.
- Eat breakfast like a king, lunch like a prince and dinner like a beggar.
- Eat more foods that grow on trees and plants and eat less food that is manufactured in plants.
- Live with the 3 E's --- Energy, Enthusiasm, and Empathy.
- Play more games.
- Read more books than you did in 2009.
- Sit in silence for at least 10 minutes each day.
- Sleep for 7 hours.
- Take a 10-30 minute walk daily. And ... while you walk....SMILE.

Personality:

- Don't compare your life with others. You have no idea what their journey is all about.
- Don't have negative thoughts of things you cannot control. Instead invest your energy in the positive present moment.
- Don't over do. Keep your limits.
- Don't take yourself so seriously. No one else does.
- Don't waste your precious energy on gossip.
- Dream more while you are awake.
- Envy is a waste of time. You already have all you need.
- Forget issues of the past. Don't remind your partner with his/her mistakes of the past. That will ruin your present happiness.
- Life is too short to waste time hating anyone. Don't hate others.
- Make peace with your past so it won't spoil the present.
- No one is in charge of your happiness except you.
- Realize that life is a school and you are here to learn. Problems are simply part of the curriculum that appear and fade away like algebra class, but the lessons you learn will last a lifetime.
- Smile and laugh more.
- You don't have to win every argument. Agree to disagree...

Society:

- Call your family often.
- Each day give something good to others.
- Forgive everyone for everything.
- Spend time with people over the age of 70 and under the age of 6.
- Try to make at least three people smile each day.
- Stay in touch with friends.

Life:

- Do the right thing!
- Get rid of anything that isn't useful, beautiful, or joyful.
- However good or bad a situation, it will change....
- No matter how you feel, get up, dress up, and show up.
- The best is yet to come....
- You inner most is always happy. So BE HAPPY!