

# Facilities Management News

Vol. 6 Issue 2

May 2010

*Greetings and congratulations for completing a successful school year. Allow me to look back at the accomplishments for a few minutes.*

- 1) *Earth Day and Arbor Day were jointly celebrated a few days ago. The event was coordinated by George Tangeman and Jessica Heller. It may have been the best celebration of these two events hosted on campus. There were many displays and much information to be shared. Attendance seemed to be very good.*
- 2) *The Ryan Center/DJ Sokol Arena opened last August essentially with no bumps. I know Lou and Mac worked hard to make the opening seamless. The warranty work and punch list work continues but the list is getting smaller.*
- 3) *Efforts by many lead by Mary Duda has raised Creighton to national prominence in sustainability. There are many actions to enhance sustainability starting with the requirements of the President's Climate Commitment signed by Fr Schlegel a few months ago. The initiative squarely places sustainability in the core requirements of our work processes signaling the University's belief in sustainability. There were several actions that increased involvement in sustainability over the year.*
  - a) *Mary hosted the Midlands Council on Sustainability involving several colleges and universities in the region.*
  - b) *Energy conservation is a defined goal that is achieved by each of us doing what we can.*
    - *Daily temperature checks by the engineers*
    - *Lights out by Lorenzo*
    - *Controls system review and calibration by Ed Grudle and Pat McAtee.*
    - *Energy Awareness committee convened by George Tangeman*
    - *Lorenzo and others installed at least 50 occupancy sensors to turn off lights in selected rooms saved an estimated \$17,000 annually in electricity and more by reduction in air conditioning.*
    - *The engineers effort to replace lamps and tubes with more efficient technology saving an estimated \$34,000 annually in electricity and more by reduction in air conditioning. This continues with projects like re-lamping the corridors in the Boyne Bldg.*
  - c) *Single Stream Recycling has been expanded in to may buildings thanks to Peter Maas and the support of the custodians in the buildings impacted.*
  - d) *The University has been recognized nationally in Green Business Quarterly and recently Guide to 286 Green Colleges based on the Princeton Review*
- 4) *The project work has been huge despite the cutback in capital improvements. Nick Mascio, work with Ken Juhl and LeeAnn Crist to alter space in the Criss Building for an expanded medical school student body ranks as one of the bigger jobs. Involvement in projects to expand the voice and data infrastructure and to replace the west campus telephone switch is also catching a lot of attention from Fran. Don't forget the award winning roof membrane installed on Creighton Hall.*
- 5) *The efforts of the Grounds Crew have been recognized with awards for a well maintained landscape and for the second year as treeCampus USA.*
- 6) *And who can forget the winter and all the snow that was moved. One of the invisible successes of the cold winter was the avoidance of building freeze- ups. Sure there were a few but not many. Roof leaks form the ice jams were handled well to correct the problem and the interior collateral damage was addressed in an orderly way.*

*There are changes in the future to make us more efficient and effective. Two more significant initiatives are the conversion of Facility Focus to AiM as a work management software program. While the overall appearance of the computer screens changes slightly, Maria Jerrell and her core team are able to add steps to streamline the process and reduce the time for data entry by the craftspeople. There will also be better ways to track parts inventory as the new system gets ready to go live on June 28.*

*Secondly, the renewable energy project with solar panels and wind turbines is soon under construction. When done, the University will generate about 4% of its electricity on campus and more importantly have an outdoor classroom to teach students about renewable energy curriculum.*

*The University is embarking on a review of all programs. The goal is to identify those programs that are effective, efficient and meeting the mission of the University. It is an opportunity for us to examine what we are doing and report. Doing so will help us find what we don't do well or shouldn't do at all. The task is large but the benefits exceed the task so be prepared to help by sharing your input. Again, one of my favorite clichés: "None of us is as smart as all of us".*

*In closing, Justin Burgett, John Baxter and Ken Juhl are working on safety communication tools. Training for basic safety is being added to the EH&S website. An employee safety handbook is being edited. Posters about basic safety are being created. With the help of Curt Tate, a fire safety manual is about 95% completed and will soon be on line. Paper copies of the fire safety plan are expected to be distributed in October during Fire Prevention Month.*

*Thanks for all you have done to make this a safe and successful school year. As you do, be ambassadors of Creighton and welcome visitors with a smile and good advice for questions you have been asked. Lennis*

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## Environmental Health & Safety

As the school year winds down and the weather gets nicer we need to keep thinking about safety everyday. We need to remember that the little things that can happen in an instant of being distracted often cause the most injuries. Those things that we do every day tend to get less attention than what we do infrequently. As we are working and walking inside and outside, we need to remember to be aware of our surroundings to avoid slips and trips. While there is no longer any ice or snow to worry about there are still areas of uneven and broken concrete and wet areas that can cause accidents.

In addition as the weather starts to get warmer and we work outside more both here and at home, remember to drink plenty of fluids and stay hydrated. Start drinking fluids before you go into the heat. Take frequent breaks to cool down and be aware of the danger signs that signal a person needs relief. Take a look at the four listed medical conditions that are caused by heat. Remember what they are and take the needed steps to prevent them.

- **Dehydration.** When your body loses water, you can't cool off fast enough. You feel thirsty and weak.
- **Cramps.** You can get muscle cramps from the heat even after you leave work.
- **Heat exhaustion.** You feel tired, nauseous, headachy, and giddy (dizzy and silly). Your skin is damp and looks muddy or flushed. You may faint.
- **Heat stroke.** You may have hot dry skin and a high temperature. Or you may feel confused. You may have convulsions or become unconscious. **Heat stroke can kill you** unless you get emergency medical help.

## *Landscape News from Jessica Heller*

### 2010 Campus Tree of the Year

In celebration of **Arbor Day**, Creighton University held an event to recognize a tree or group of trees on campus as **2010 Campus Tree of the Year**. On April 22, the Tree Advisory Committee staffed a voting table at the Earth Day Celebration at the Skutt Student Center. In all, 280 votes were cast and the winner, with 188 votes, was...



**The Bio-Information Center Redbud**  
*Cercis canadensis*

While Redbud is not an uncommon tree on Creighton's campus, the best specimen, arguably, is located in a small garden on the southwest corner of the Bio-Information Center. There, surrounded by the brick and asphalt of BIC, Boyne Dental School, and Creighton University Medical Center, it shades a pair of benches and creates a welcome oasis.

Eastern Redbud is one of the first trees to flower when spring arrives in southeast Nebraska, which is the northwestern edge of its native range. Within this range it occurs naturally as an understory tree, often found at the edges of eastern and central hardwood forests where it reaches out from beneath the larger trees for sunlight.

In April small, clustered flower buds open to pink-lavender, pea-like flowers that last two to three weeks. The flowers are unique in that they are sessile, or stemless, attached directly to the stems, branches, and trunk of the tree. The heart-shaped leaves emerge bronze and slowly turn green, and fall color is usually an unimpressive gold or chartreuse. The bark on mature trees is brown-gray with thin exfoliating strips revealing the cinnamon-orange interior bark.

As a landscape tree, Redbud is tolerant of a wide range of site conditions and is not especially vulnerable to insects or diseases. Disease and insect problems include trunk canker, Verticillium wilt, and scale. Beware that, because of its extensive range, the hardiness of Redbud can vary greatly and trees from northern seed stock are best suited for Nebraska landscapes.



## Energy Management

We are in the transition period where we are switching from the winter to summer HVAC settings. Turning off the heating systems, and turning on the cooling systems. During this time we ask that you please be patient, this is a long and complicated process that doesn't happen over night. Many things have to happen both in the buildings and with the controls systems settings. You may experience a wide variance in temperatures, as much as 15 deg. F. or more.

Work continues to identify areas where motion sensors can be installed to conserve electrical energy, over 250 sites identified and 51 sensors installed. Lorenzo continues to find lights and heaters that are left on, and windows open around campus.

We are continuing to work with Residence Halls to organize the Energy Education Contest for April continues. Results will be announced on Arbor Day April 30<sup>th</sup>.

We will be celebrating Earth Day on April 22nd. Come join us at the Student Center fireplace lounge and on the mall. We have a lot of great information, and some great prizes, and of course the famous popcorn machine. We hope to have a great turnout this year



## Severe Weather Awareness and Preparedness

### What to do BEFORE the storm

There is an average of 16 million thunderstorms each year, 1,800 thunderstorms are occurring at any moment around the globe. It is important to plan ahead for severe weather so you can keep you and your family safe.

- ◆ Develop a disaster plan for you and your family at home, work, school and when outdoors.
- ◆ Identify a safe place to take shelter.
- ◆ Have frequent drills/
- ◆ Know the county/parish in which you live or visit so you know if your area is under posted bulletins and warnings.
- ◆ Keep a highway map nearby to follow storm movement from weather bulletins.
- ◆ Have a portable NOAA Weather Radio with a warnings alarm tone and batter back-up to receive warnings.
- ◆ Listen to TV or radio for weather information, or go online.
- ◆ Check the weather forecast before leaving for extended periods outdoors. Watch for signs of approaching storms.
- ◆ If severe weather threatens, check on people who are elderly, very young or physically or mentally disabled.

(Source: WOWT Channel 6)

# Innovative Team

The Innovative Team is always looking for new ideas and new members. If you have any suggestions or if you would like to become a member then you can contact Mary Duda, Dave Feder, Tom Holmer, Justin Burgett, or Jessica Heller.

We have recently been working on how we can take advantage of grants that are being offered by the Nebraska Department of Environmental Quality. We have suggested several ideas that could help Facilities Management and Creighton University become a more environmentally friendly community. Please let us know if you have any ideas that could be submitted.

One of our ongoing projects includes marketing Facilities Management within our departments and across the campus. We often don't understand what our other team members do. By marketing to others this will help everyone better appreciate the work we do on a daily basis. A part of this includes assisting Lennis with the "Work Done Well" list that is being compiled. This is a list of accomplishments and responsibilities of each department within Facilities Management as well as the knowledge and experiences of the employees that we have working for us. If you have any accomplishments that you feel might have been overlooked then feel free to contact us.

Please remember if you would like to become a member you can contact any of the members above.



Sisters.

Please remember in prayer, Richard Loveless and his family. Richard died on Thursday, April 22, after suffering congestive heart failure and falling into a coma.

Mass of Christian Burial was held at St. John's Church on Creighton's campus on Wednesday, April 28.

Memorials are suggested to the Poor Clare

Richard was the Lead Custodian in Creighton Hall. He was much loved by co-workers, staff, and faculty in Creighton Hall, and the Jesuit Community.



## May is National Employee Health & Fitness Month!

Start your day off right. Check out this convenient FREE opportunity to give the benefits of yoga a try.



**What:** This 30 minute session blends traditional yoga poses with safe modifications for all fitness levels.

**When:** Tuesdays and Thursdays  
May 4, 6, 11, 13, 18 & 20

**Time:** 7:30 – 8 a.m.

**Where:** Multipurpose Room, Kiewit Fitness Center. (Enter the gym at the bottom of the steps by the courts.)

**Cost:** FREE for any Creighton employee

*Registration is not required. Loose fitting clothing is recommended, please no skirts or dresses. We have some yoga mats but encourage you to bring one if you have your own.*

Questions: Call Dawn at 280-5721  
or email [dawnobermiller@creighton.edu](mailto:dawnobermiller@creighton.edu)

*Do you struggle to eat a well-balanced diet when life is Fast, Slow & on the Go?*



*Coming to a location near you...*

## **Eating Fast, Slow & on the Go: Grocery Guide Presentation**



This presentation will teach you how to eat healthy whether you're on the road, at the office, or at your dinner table.

**PLUS**, learn 5 rules for eating like a caveman and how to stock your pantry.

May 17  
Skutt Student Center  
Room 105  
12 – 12:30 pm

May 24  
Harper Center  
Room 3027  
12 – 12:30 pm

These two presentations include a light lunch.

### **We will come to you!**

Additional presentations will be offered to meet scheduling needs. If you have a special location or a department meeting where you would like a presentation held, contact Dawn at 280-5721. Dates will be approved on a first come, first served basis.



All who attend the seminar will receive a **FREE** copy of the **STOP:GO Grocery Guide** to help decide which foods you should buy and which you should put back on the shelf!  
(Supplies limited.)

**Cool drawing prizes will be given away.  
Don't miss out!**

Creighton University



Physical • Spiritual • Cultural  
Social • Emotional • Intellectual





# THE BP SQUAD

IS COMING TO YOUR BUILDING!

*FREE Blood Pressure Screenings provided by the CU Wellness Program.*

**Tuesday, May 4, 11, 18**

9 – 10 a.m.

University College Conference Room, Eppley B-11

10:30 – 11:30 a.m.

Room 2060, Harper Center

**Tuesday, May 4 & 11**

1:30 – 3:00 p.m.

Wareham, Garden Level Break Room

**Wednesday, May 5, 12 & 19**

1 – 2 p.m.

Schneider Conference Room (near HR)

2:30 – 3:30 p.m.

Jelinek Building Conference Room 139

**Thursday, May 6 & 13**

10:30 – 11:30 a.m.

Criss III, L-60 (basement level)

**Thursday, May 20**

10:30 – 11:30 a.m.

Health Sciences Library, Thune Seminar Room

**Thursday, May 6, 13 & 20**

9 – 10 a.m.

Linn Building, Conference Room L-15

## IS YOUR NUMBER *UP?*

► The BP Squad will be in the Jelinek Building (small conference room) on Wednesdays – May 5, 12, & 19 from 2:30 – 3:30 p.m.



## Green Cleaning at Home



As a part of Earth Day, our Employee Development Program had a session on Green Cleaning at Home. Here are a few of the “recipes” for green cleaners, courtesy of Abby Queal and Trilety Wade. Try them out – it may save you money, as well as avoiding the use of harsh chemicals.

### Chrome polish:

Dampen an old towel with rubbing alcohol and buff chrome fixtures.

**Helpful tips-** Remove lime or scale build-up before polishing by filling a plastic bag with vinegar and tying it around the faucet or shower head, submerging the chrome for several hours. Or you could warm the undiluted vinegar and spray it on the chrome and let it sit before wiping.

### Easy Counter Top Sanitizer:

1 C white distilled vinegar	Combine in a labeled spray bottle.
1 C water	Spray and wipe.



**Helpful tips-** Sprinkle on baking soda for dried-on or sticky food and scrub. Or use liquid dish soap first before rinsing with the vinegar mixture.



# WELCOME

to our new employees that joined us during February, March and April

### Custodial Services:

- **Karen Lane** works as a day shift custodian in the Harper Center. Before joining us on March 3, Karen previously worked at Physicians Mutual as a Quality Control Specialist.
- **Anthony Patterson** started at Creighton as the Lead Custodian in the Boyne Building on March 3. He is single and enjoys working out and watching all kinds of sports.
- **Carolyn Weisflock** previously worked in management at FBG before joining us as the Night Custodial Supervisor on April 22. She is single and has 1 daughter. Her daughter and son-in-law are currently stationed in Germany. Carolyn has many hobbies to include: Singing with a Big Band, playing piano, composing songs, writing, and painting. She has written several books including one on how to market a janitorial company. She also helps care for a former employer who has MS.

### Mechanical Engineering

- **Joshua Walker** joined Creighton on November 30, 2009 as a Maintenance Engineer II. Previously, Joshua was in the US Navy for 5 years stationed in Washington.



## **News from Planning and Design: Fran Angeroth**

It is hard to believe that spring is upon us and the sound of mowers is already in the air. With spring come outdoor projects not only for the campus but for us at home as well.

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

- Electronic Health Records (EHR) project is in full swing with meetings held to install new low voltage cabling at Florence, Twin Creek and Arbor clinics for a late summer early fall go live.
- Wareham Parkway is scheduled in later May for some serious repairs.
- Becker Hall is getting a portion of its roof replaced and will have a major electrical upgrade.
- The Cardiac Care Center auditorium will be having a major face lift due to the generosity of a donor.
- Two new statues will be arriving on campus in May will be Moses being placed on the California Mall side near the Law School. In June will be the statue of Thomas Hunter memorial on the south side of the Cardiac Care Center.
- Criss Building School of Medicine Expansion – work is taking place in several locations to meet the commitment to expand the class size. The Dean's office and the Admissions relocation are completed. 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. The Cardiac will see work beginning in May in their building.

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:

- Upgrading the campus security camera system to modern technology.
- Boyne renovations in 320 and 324
- Brandeis Hall – transformer replacement
- Heider Hall – redesign lobby.
- Kenefick Hall – creating a DoIT closet and installing wireless access points throughout the building.
- Kiewit Fitness Center – renovate the 2<sup>nd</sup> floor restrooms to meet ADA.
- Kiewit Hall – room 431 remodel into two bedroom apartment
- McGloin Hall – adding additional wireless access points.



We are proud to announce that the Creighton Hall roofing project received a national award from Sika Sarnafil, the manufacturer of the roofing material, in the step slope category. We placed second in the nation. Thank you to Brian Besack, Dave Whitmarsh and Pat McCluskey for all their efforts which were vital in making that project the success that it is for the University.

# Open-Minded Listening Tips

By Dennis O'Grady



Did you know that 70-75% of good communication involves being an interactive listener? But do you really understand the talk preferences of your co-communicator? As a communications psychologist, I've been paid to listen for 30+ years, and I haven't begun to scratch the surface of the science of effective listening. That being said, here are a few general strategies to help you listen with the combined strengths of Empathizer-type and Instigator-type communicators...

■ **BE CALM** *Listening Tip:* Think -- "I'm going to turn my full attention to the speaker now and tune out everything else that's begging for my consideration."

■ **FOCUS** *Listening Tip:* Think -- "I can do this listening-with-all-ears-open thing by tuning in only to the message of the speaker and by actively listening to what's being said."

■ **DON'T JUMP TO CONCLUSIONS** *Listening Tip:* Think -- "Here I go again, thinking that the speaker doesn't know what he or she is talking about. Enough of the Doubting Thomas stuff. Focus in and listen up!"

■ **GO EASY** *Listening Tip:* Think -- "O.K. Easy does it. Now is not the time to be the harried rabbit, running for all you're worth to win the race. Slow is better...slow down your mind and listen up! You're doing pretty darned good so far."

■ **ENCOURAGE POSITIVE TALK** *Listening Tip:* Think -- "My listening skills are improving a little every day in every way. Take a deep breath and relax! This might be a good time to summarize and repeat what I think I heard the speaker say. Ready?!"

■ **CHECK IT OUT** *Listening Tip:* Think -- "It takes courage to verify what someone else is saying, especially when emotions are running high and the speaker isn't happy. Way to go!"

■ **BACK PAT** *Listening Tip:* Think -- "O.K. Being a good listener automatically puts me in the spotlight, as I work hard to satisfy my customers and determine how I can progressively better serve them...important customers which include first, myself; secondly, with whomever I'm speaking; and thirdly, my spouse and children, who need to sound off sometimes. Keep up the good work of listening dude!"

■ **SOUND OFF** Although Empathizer and Instigator communicators listen quite differently, the listening tips above work for both types of communicators. Since E-type speakers aren't used to being heard--be prepared when you listen up! And since I-type speakers aren't used to being in the passenger's seat when communicating--be prepared to relax and take it easy once in a while. Relaxing, opening your mind, and going easy is what effective listening is all about.