Sustainability targets safety

Bike Safety Week informs community about urban biking

Birmingham has seen a huge push to encourage urban biking recently with the introduction of Zyp BikeShare, the membership-based bike-sharing program. While biking is a sustainable method of transportation, there was a lack of information on how to bike safely in and around the UAB campus. That’s where UAB Sustainability came in with its inaugural Bike Safety Week held Nov. 9-13. UAB Sustainability targeted students, faculty and staff on social media with informational posts and videos.

The week concluded with an event on the Campus Green. Students, employees and community members came out for the inaugural Bike Safety Week event hosted by UAB Sustainability Nov. 13.

Employees lend hand to build Habitat House

For the second year, UAB Benevolent Fund partnered with Habitat for Humanity to sponsor the building of a house. The UAB Benevolent Fund is an employee fund, which supports the community by partnering with 120 local non-profit agencies and by supporting fellow employees through the Employee Emergency Assistance Program. This year’s UAB Habitat House was built in Clay, Alabama, and was completed October 24. More than 560 UAB employees and students spent 2,572 hours volunteering to complete construction on the home.

Several groups from the Facilities Division volunteered their time to work on the home, performing such tasks as painting, tiling, caulking and landscaping.

The home was dedicated Nov. 3, and the keys were handed over to Monique Dixon and her family.

See photos of the volunteers at work on page 2.
We’ve just celebrated Thanksgiving and are looking forward to the December holidays. We can choose to feel grateful for many things, not the least of which are the UAB benefits, which allow many employees the time off to spend with their families.

However, I’m grateful for the more than 700 Facilities Division employees who come in each day to enable UAB faculty, staff and students to do their very best. Without everyone pulling their weight and working hard, this university would not function daily.

From the craftsmen, who repair or replace parts; to the grounds crews, who keep our campus looking beautiful; to the building services groups, who ensure our buildings are pristine; every Facilities Division employee plays a vital role. Occupational Health & Safety, Planning Design & Construction, Facilities Management, Facilities Administration, Sustainability, and Supplier Diversity all work together to maintain this campus.

Thank you for your hard work this year. I look forward to seeing what we, as a group, can accomplish in 2016. Happy holidays!

Bob McMains

December All-Hands Meeting

Join us Dec. 15th to learn about Facilities updates!

There will be time for questions.

Lunch will be provided after the meeting.

Who: All Facilities employees
Meeting: 10:30-11:30 a.m.
Lunch: 11:30 a.m.-12:30 p.m.
Where: Volker Hall Lecture Room A
Answers to All-Hands Meeting, FACE box questions

Q: Why spend all the money we spend on monitors for areas so people can see what's going on? The information has not been changed since it was put in. Also, time has been 1 hour off since it was installed. I thought info was to change weekly not stay the same for months. Just wondering.  
A: Unfortunately, when the Digital Bulletin Boards were first installed there were unforeseen complications. This caused a delay in updating them on a weekly schedule. Fortunately those complications have been fixed and the Digital Bulletin Boards have been updated on a weekly basis beginning in September. If you are still experiencing delays on the Digital Bulletin Boards in your area, or have general questions, contact communications specialist Natalie Merrill at nmerrill@uab.edu.

Q: We need equal pay among women and men in leadership/management positions.  
A: We review the related education and experience of employees and pay accordingly. UAB focuses on ensuring the pay program is competitive, performance-based, consistent, and transparent.

Q: Why are we required to clock in electronically with our badge, clock in on a paper time card, document our time on a “Maintenance Calls” form and enter our time into Web Work? Seems like a duplication of efforts and time waster to me.  
A: Thank you for bringing this to our attention. We’d like to learn more and improve processes. Please provide more information by contacting Jason McKnight, Facilities Business Process Manager, at jmcknight@uab.edu, and we will work to streamline this process.

Q: Why is it when there are complaints about supervisors or group leaders, you say to take it to the Facilities HR department? After you’ve done that, and a year has passed, the same thing is still going on.  
A: Facilities HR addresses issues that come to our attention, and may be under the impression that the issue has been fully resolved. Please bring your concerns forward again and give us the opportunity to gain clarity on the unresolved issues and bring closure.

Q: Why spend all the money we spent on monitors for areas so people can see what's going on? The information has not been changed since it was put in. Also, time has been 1 hour off since it was installed. I thought info was to change weekly not stay the same for months. Just wondering.  
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Q: Are mechanics that work during the day shift entitled to shift differential?  
A: The current Facilities guideline states: "Full-time employees who work more than four hours on the evening or night shift are eligible to receive shift differential pay ($1.00 effective February 23, 2003), for the total number of hours worked. Employees working four hours or less on the evening or night shift will not be paid shift differential. The evening shift is any shift that regularly starts on or after 2 p.m., but before 9 p.m. The evening shift differential pay is $1.00. The night shift is any shift that regularly starts on or after 9 p.m., but before 3:30 a.m. The night shift differential pay is $1.00." This guideline has not been updated in more than 10 years, and will be reviewed soon.
## Facilities Division Shared Values

Customer-Service Teamwork
- Professionalism
- Communication
- Competency
- Teamwork
- Accountability
- Honesty
- Quality
- Integrity
- Trust
- Loyalty

## Facilities Division Newsletter

### Supervisory Training Offered in December

Matt Copeland, with Organizational Learning and Development, will teach “Managing Customer Service Roles” 8:30-11:30 a.m. Dec. 9 in the Facilities Conference Center.

The course will help supervisors with fostering behaviors of successful customer service interactions within their team and teach them the keys to successful internal and external customer service interactions.

Contact Laura Marsh at llmarsh@uab.edu to register.

### Facilities Division Professional Development Center schedule for December 2015

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<td>EXCEL (Finding data) 9 a.m.-Noon</td>
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<td>Outlook Basics 9-11 a.m.</td>
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<td>Outlook Intermediate 8:30-10:30 a.m.</td>
<td>EXCEL (Charts) 9-11 a.m.</td>
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<td>Intro. to Computers 8:30-10:30 a.m.</td>
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