10 Expectations

1. Honesty & Integrity
2. Communication
3. Think of the Entire Team
4. Look at the Big Picture
5. Treat People Fairly
6. Anticipate Deadlines
7. Develop Relationships
8. Be a Role Model
9. Accountability
10. Follow Up

UABachieves Silver Rating

University’s sustainability performance rates well in report

Although the UAB Sustainability program has been in existence for only 3 years, UAB departments, including the Facilities Division, have been focused on energy savings and recycling for much longer. Given the many strengths in those and other sustainability-related programs on campus, the UAB Sustainability Committees recommended in 2015 that UAB participate in The Association for the Advancement of Sustainability in Higher Education’s (AASHE) Sustainability Tracking, Assessment, and Rating System (STARS).

Facilities represented on inaugural Staff Council

In May, members of the inaugural UAB Staff Council were elected. I am excited to share that I was named one of the two representatives for the Office of Vice President for Financial Affairs and Administration. With the help of the Facilities Division, I am very honored I was able to accomplish this goal. I would like to say thank you for your support during the elections and trusting in my ability to serve as a representative.

With that, I would like to let you know a little about the UAB Staff Council. The mission of the UAB Staff Council is to support the vision, mission, values and goals of the University while providing a voice for staff on issues related to them. We represent you and will be hosting some events to
Assessment & Rating System (STARS) to evaluate UAB’s efforts against a standard set of metrics. UAB received a Silver Rating.

“So many people across the university and hospital helped provide data for the report,” said Julie Price, Coordinator of UAB Sustainability. “Mostly the data was collected through brief informational meetings with these departments. It was a great opportunity for them to learn more about sustainability in higher education as it relates to their areas. Generally it seemed to cultivate a healthy sense of competition once departments learned of the metrics and how they stack up compared with our peer universities.”

UAB performed well in many areas, including the Public Engagement and Diversity & Affordability sections of the report.

“We can all be proud of sustainability efforts across the institution documented in this report, from energy management to wellness to research,” Price said. “This important assessment will now guide our future efforts, including a set of strategic goals for each area that are measurable and impactful.”

With more than 650 participants on six continents, AASHE’s STARS program is the most widely recognized framework in the world for publicly reporting comprehensive information related to a college or university’s sustainability performance. Participants report achievements in four overall areas: 1) operations 2) academics, 3) engagement and 4) planning, administration.

“STARS was developed by the campus sustainability community to provide high standards for recognizing campus sustainability efforts,” said AASHE Executive Director Meghan Fay Zahniser. “The University of Alabama at Birmingham has demonstrated a substantial commitment to sustainability by achieving a STARS Silver Rating and is to be congratulated for their efforts.”

Unlike other rating or ranking systems, this program is open to all institutions of higher education, and the criteria that determine a STARS Rating are transparent and accessible to anyone. Because STARS is a program based on credits earned, it allows for both internal comparisons as well as comparisons with similar institutions.

To review the report visit the website at https://stars.aashe.org/institutions/university-of-alabama-at-birmingham-al/report/2016-07-29/.
Like many Facilities groups, Energy Management works in the background. The team members are always looking for ways to reduce energy and associated costs.

“The best part is completing an energy saving project and then watching a particular building’s energy usage and costs go down afterwards,” said Matt Winslett, Engineering Manager. “I’ve really enjoyed seeing the many millions of dollars in avoided costs pile up over the years. It can be very exciting!”

It’s not just the bottom line, but, by working as a team, the group ensures the campus is running as efficiently as possible.

“I am very fortunate that I get to spend time with a great group of people who work as a team for the same end goal of making the University a better place, and actually being able to make the campus a more energy efficient environment for everyone,” said Kelly Winnett, Engineer II.

“The best part of my job is knowing that I make a difference at UAB,” said Renee Riccio, Engineer II. “My job affects students, faculty, staff, patients, and the overall footprint of Birmingham, Alabama. By conserving natural resources, energy and money, everyone benefits.”

Winslett said the team is comprised of highly skilled team members who perform high-tech functions every day, including extensive technical calibrations of metering, energy reduction projects, equipment upgrades, and building automation.

“They continue to do an outstanding job every day,” Winslett said. “It’s nice to get this spotlight. I came from the Hospital where you are more visible in the patient eyes,” said Paul Howanitz, Instrument Control Mechanic. “Here we are behind the scenes keeping the place running.”
2016 Facilities Division Picnic
SBI hosts Taste and See event to promote economic growth

The Facilities Division’s Small Business Inclusion, led by Demetria Scott, Project Manager, hosted a mini-catering event September 6 at the UAB Campus Recreation Center.

The event featured 13 Diverse Business Enterprises (DBE’s) in the food service and catering industry around the Birmingham area. The vendors showcased their work and interacted with more than 70 guests to encourage partnerships with those who make purchasing decisions at UAB.

The event, the first of it’s kind at UAB, was designed to encourage networking and community growth. The guests learned more about the Department of Small Business Inclusion’s role on campus and the importance of investing in small businesses in the local community.

Find more information about upcoming SBI events and resources online at uab.edu/facilities/departments/sbi.
The University of Alabama at Birmingham broke ground on the Football Operations Center August 29. The Center will include a building with office space, meeting and film rooms, athletic training facilities, locker rooms, and a weight room. The complex will also include practice fields, one of which will be covered by an open-air pavilion.

The Facilities Division’s Planning Design & Construction team will oversee the project, which is slated for completion July 1, 2017.

M.J. Harris Construction Services, contractor for the recently completed New Residence Hall, is the contractor for the project. Birmingham architecture firm Goodwyn, Mills & Cawood along with Kansas City architects HOK are the architects on the project.

COUNCIL
From Page 1

encourage discussion and feedback from everyone.

The Council has several goals, including:

• Serve as a liaison between the staff, the Administration and other assemblies concerned with University affairs
• Upon request, provide input, reports, recommendations and/or guidance regarding issues related to UAB’s staff members
• Provide a regularly scheduled forum to enhance communication and opportunities for the engagement of staff members
• Propose and support programs to enhance the personal and professional well-being of the staff, encouraging vocational and educational development
• Promote positive morale and strengthen the sense of community among UAB staff

This is an organization created to make UAB an outstanding place to work, research, serve the community and learn. With that, you can always contact me to share different ideas, suggestions, and concerns that you believe can make UAB a better place to work.

With ongoing changes to the University, I hope to be a voice for our group and the rest of the Office of Vice President for Financial Affairs and Administration. Please feel free to visit the website at www.uab.edu/staffcouncil.

Lotoya Beard is an Engineer I in Hospital Maintenance and will represent the Facilities Division on the UAB Staff Council for two years. She can be reached via email at lbeard@uab.edu. Information about the UAB Staff Council can be found on its website at uab.edu/staffcouncil.
Answers to All-Hands Meeting questions

HIRING

We have grouped all questions regarding hiring in this area.

Q: I would like to know does the UBOB building require only 1 employee? Because I clean 4 floors and the parking deck and I was promised help and a temp. was hired to help me 4 years ago. And I wanted to know will we be giving help again or is this building only requires 1 employee? Thank you.

A: At 36,000 square feet, UBOB is slightly larger than the average specialist area of 33,000 square feet. It does not justify another position based on the use of the square footage. This area has been missing a group leader position that has just been hired. This should relieve some of the pressure in this building.

Q: I would like to ask the question as to why this year we only have 3 painters in housing to go through all rooms and touch-up. Years past, we’ve had at the minimum 5-6 people to make sure all rooms are gone through. We have three more buildings now that we didn’t have in years past and there is no way that we can do our job correctly with the amount of time we’re given, no matter how much overtime we work. This question is internal and doesn’t have to be printed unless you choose to do so.

A: The mix of painters in the residential area is determined each year based on available labor and the work that is planned. We also have less painters on campus than we have had in the past. CCS had 3 painters in the dorms this year versus 1 painter last year so Facilities Management had two less painters available should we have needed them on campus. For that reason Facilities Management sent one less painter to the residential area to help cover the workload on campus.

Q: Positions/job descriptions/departmental structure needs to be evaluated to meet the future needs of our customers. We need an audit of our present condition and a plan for the future.

A: Facilities has reviewed several departments’ job positions/ descriptions this year. Typically, when there is turnover, that position is evaluated. In addition Facilities Division is moving toward evaluating job positions every 3 years. If you have specific concerns, please consider talking with your Manager, Director or Facilities HR. Facilities HR will assist with any review that is requested.

Q: Can you explain the group leader or team leader position and the authority they have? All areas or is it the same?

A: The group leader position is a working position that extends the supervisor position. Supervisors grant authority to the group leaders for their area and instructions from a group leader should be treated as such. Please feel free to contact Scott Moran for further clarification if you have other questions.

Q: When will UAB hire more painters, instead of hiring more plumbers, GMs and other trades that we have plenty of in most areas? The help would be greatly appreciated. Most areas on campus only have 1 painter per area which is hard to maintain considering each area could have up to 1 million square feet. I’m sure I’m speaking for the majority of painters on campus. Hopefully you can find it in your budget to correct this problem and keep UAB looking nicer. Thank you.

A: Craft workloads and the availability of individual knowledge of our facilities are considerations when determining position mixes in our tight funding environment. We have painters familiar with the areas available to us through CCS when we need to bring on extra painters in an area.

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WORK ENVIRONMENT/EQUIPMENT

We have grouped all questions regarding work environment/ equipment in this area.

Q: The only true way to achieve Facilities core values is through operational improvements. Improvement in our work processes. Examples: 1. Better preferment weed program which leads to enhanced customer service. 2. A proper lift to prune trees, which leads to enhanced safety and customer service. 3. Stewardship of resources-sheds for our outdoor construction equipment. 4. Valuing the environment-improved shop area w/ LED lighting and more efficient heat. 5. Enhanced customer service-more positions and more specialized positions.

A: These are all good suggestions. We will work with the supervisors and managers to determine how this can be implemented. Regarding items 4 and 5, CM will work with Energy Management and Support Services/ Grounds to identify lighting and heating needs and act accordingly.

Q: So to better serve my/our customers, UAB and the earth, is it possible to begin a sustainability program? Between the compost material, fertilizer and simple waste it would be possible to save money as we as take care of the community.

A: UAB has a sustainability program housed in the Facilities Division as well as strong Recycling and Energy Management programs. We are interested in reducing waste through recycling, as well as the possibility of reducing / eliminating synthetic fertilizers. We are currently working with the city of Birmingham and ADEM to assess the feasibility and cost of a composting program. If you are interested in participating in this process, please email sustainability@uab.edu.

Q: Why do you all wait so long to make the supervisors that are almost XX yrs. old to retire?

A: Retirement is a personal decision and there is not a mandatory retirement age.

Q: After working over a decade in the private sector in landscaping, this is the 1st place that does not have an efficient leaf/trash removal system. Using the proper equipment with the same amount of employees per crew companies were able to complete in less than one day what it generally takes us up to 3 weeks to complete. We at Grounds are woefully inefficient in this area. Instead of 2 people using large-capacity vacuums, 4 people use tarps and rakes for leaf removal. Would there be a way to supply us with the right equipment so we may efficiently remove and reuse hundreds of cubic yards of debris that we do every fall and winter?

A: Great suggestion. We will work with Procurement to make it happen.

Want to submit a question?

If you want to submit a question or comment, place it in a comment box or send an email to fac-suggest@uab.edu.
Answers to All-Hands Meeting questions

PAY/BENEFITS

We have grouped all questions regarding pay/benefits in this area.

Q: Are we getting a raise in pay? I got a whole twenty cents in three years. Will we and how little?
A: You have all received an individual salary compensation statement. If you have any questions that haven’t already been addressed, please discuss with your supervisor or HR.

Q: Where is our raise?
A: You have all received an individual salary compensation statement. If you have any questions that haven’t already been addressed, please discuss with your supervisor or HR.

Q: That million dollars that woman professor got for being so smart, is that where my raise went?
A: We are excited to support Dr. Parcak’s research by providing clean, comfortable, functional work space. Each Facilities employee plays a part in her success, which is why we were excited to share the news and video at the meeting. The award that Dr. Parcak received came from the TED organization. The TED Prize is awarded annually to a leader with a creative, bold wish to spark global change. It’s important to note the prize is used to fund research to solve a pressing global problem. It's important to note the TED Prize is not part of the Facilities Division's budget.

Q: Why has education assistance stopped and should we be afraid of company driver taking our jobs?
A: Educational Assistance to attend UAB has not stopped, but policies were changed in January 2015. Educational Benefits were enhanced for employees, removing the 18 hour per year limitation—employees can take an unlimited number of credit hours. Please contact Facilities HR if you have questions regarding this benefit. Driver is a contractor doing business in the Hospital. The company driver is not part of the Facilities Division's budget.

Q: Why is the probationary period so long for new employees?
A: All UAB benefited employees serve a 6-month initial probationary period and a 90-day probationary period for transfer candidates. This period serves the purpose of allowing for intensive employee training and supervisory review of their progress towards becoming proficient at their duties and is fairly standard across other industries. This is a university wide policy.

Q: Has UAB ever looked into providing healthcare insurance for employees earning less that $40,000? Case in point, I earn $30,000 per year and I pay the same amount as my neurosurgeon for the same UAB Viva plan. This is a very important issue as it relates to percentage of income. Further, working with grounds is inherently more dangerous than most other jobs at UAB. It is extremely labor intensive and we are constantly exposed to the elements. These factors are inextricably linked to greater personal injury and sickness within our Department. Should we not be entitled to a comparable schedule of sick leave as does Administration, given the circumstances under which we work and the potential perils that we face on a daily basis?
A: Your recommendation of a tiered premium based on salary has been shared with Benefits. Please feel free to also follow-up with Lotoya Beard, staff counsel representative, at lbeard@uab.edu.

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EMPLOYEE RELATIONS

We have grouped all questions regarding employee relations in this area.

Q: Are crazy people going to be allowed to carry guns too?
A: We were fortunate to have Chief Purcell attend the All-Hands Meeting in August. Chief Purcell is committed to insuring UAB Employees comply with current Alabama law stating no guns are allowed on campus.

Q: Do we need to confront race relations. Because with all that is going on we need to know.
A: Inclusivity is a core value for Facilities. Facilities has invested resources to enhance the department of Diversity /Small Business Inclusion in support of this core value. We are taking steps to address the issues of Diversity, but more steps need to be taken. UAB has a new Vice President for Diversity, Equity and Inclusion, Dr. Paullette Patterson -Dilworth. We anticipate new initiatives and activities focused on these items in the coming year. Thank you for bringing up this concern.
Facilities Division Newsletter

Answers to All-Hands Meeting questions

DRESS CODE
We have grouped all questions regarding dress code in this area.

Q: Can hospital maintenance get cargo pants? It would make carrying tools on the CPM floor easier.
A: Talk to your supervisor about the option of adding it to the list of pant options for FY17.

Q: Why can’t we wear dresses to work?
A: Facilities’ uniform procedures are put in place to insure employee clothing is comfortable, looks professional and that employees can safely perform their duties. If an employee needs an accommodation for medical or religious reasons, they are invited to discuss with their supervisor or Facilities HR.

Q: Are there any other options other than these tablets to get our jobs done? Why is there never any talks about giving raises for a change?
A: Providing tablets to our workforce does many things to improve Facilities:
1) It improves the efficiency/effectiveness of our work – we can update and record information right away instead of waiting until we are back from a job to document items.
2) Provides more technical exposure that is positive for individual employee development.
3) Increases our communication because a picture can be taken and sent to others when we are troubleshooting a solution.
4) We can better record our efforts therefore have data to support decisions being recommended.

We are moving into the future with our ongoing efforts of technology. There are certainly other work order distribution and documentation options, but tablet devices are quickly becoming the industry standard. It may seem challenging now, but we are offering training sessions and hands on help if needed. We will work through this change together!
You have all received an individual salary compensation statement. If you have any questions that haven’t already been addressed, please discuss with your supervisor or HR.

Q: Why is it not still a serious matter that some workers are still walking from top of 17th St. down to University Blvd. to come in to work at 3:30am. With no van to pick them up over coverage to work – BS SHP Building.
A: Safety is always a serious matter. It is one of our core expectations.
We have several resources available.
1. Sign up for a parking space close to the building you are assigned to work.
2. Call UAB Police Escort - Chief Purcell offered this option at our last All Hands meeting.
3. Install RAVE guardian application on your smart phone to have additional protection while walking.
4. Partner with others on your shift to walk together to your workplace. Please consider these options and let your supervisor or Director know if you need additional help.

Q: Why do we keep having these “safety meetings”? These meetings are a complete waste of time and if we keep having these meetings, at least bring some food to each meeting.
A: Safety is an important core value of our organization. As an employer, we have a duty to protect workers from injury on the job and a responsibility of compliance with OSHA laws.
Our partnership with OH&S in presenting monthly safety meetings is one way we accomplish those two requirements and help to ensure that our employees make it home at night to their loved ones. Food is a special treat at meetings, but it is not a given, so should not be a basic expectation.

Q: What is the status of the Maintenance Apprenticeship Program? What are the requirements and how much weight would each requirement carry? I have long and short certificate plus universal EPA Card for HVACR.
A: The details of the Apprenticeship program are being worked through right now. The Apprenticeship program has been identified as a top priority for FY17. We have started doing some background work and will fully launch a program that puts the plan in place for our Apprenticeship program. More to come!

Q: In the event of an active shooter, I still do not understand why state policy does not allow me to protect myself through any means necessary. Armed civilians have stopped terrorism 6 times this year.
A: The Alabama state law prohibits guns on campus and UAB follows state laws. Consider consulting with your Supervisor/Director to take A.L.I.C.E. training. This is training taught by UAB police and explains what to do in the event of an active shooter on campus.

Want to submit a question?
If you want to submit a question or comment, place it in a comment box or send an email to fac-suggest@uab.edu.
The Occupational Health & Safety’s Occupational Medicine program works to ensure campus employees receive the immunizations and testing they require for their specific roles.

“I enjoy the diversity of employees that come to our clinic, as well as the employees I work with,” said Susan Kurre, Clinic Nurse. “I feel blessed to be surrounded by such a creative, innovative and productive workforce.”

Dr. Tim Key, Medical Director, said the group exists to help make UAB a safe and healthy work environment.

“The best part of my job is trying to make a difference in people’s lives by providing them with information regarding healthy choices and lifestyles, promoting safety in the workplace and home and being a willing listener to people’s concerns and questions,” Key said.

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