

F. M. News

K. S. U., Division of Facilities

Newsletter, October 2011



Unleashing your potential

11 WAYS TO BUILD TRUST

In my book *Soup* I discussed how trust is one of the essential ingredients to build a great relationship, winning team and culture of greatness. Without trust you can't have engaged relationships and without engaged relationships you won't be a successful leader, manager, sales person, team member, principal, teacher, nurse, coach, etc.

In this spirit I wanted to share some thoughts about how we can build the trust that is essential for great relationships. Many of the suggestions you already know. Many ideas I share are common sense. However, I've found that so often amidst the chaos of life and work we forget the simple and powerful truths that matter most. So here are 11 thoughts about trust. Feel free to share these simple reminders with your leaders, colleagues and team.

1. Say what you are going to do and then do what you say!
2. Communicate, communicate, and communicate. Frequent, honest communication builds trust. Poor communication is one of the key reasons marriages and work relationships fall apart.
3. Trust is built one day, one interaction at a time, and yet it can be lost in a moment

because of one poor decision. Make the right decision.

4. Value long term relationships more than short term success.

5. Sell without selling out. Focus more on your core principles and customer loyalty than short term commissions and profits.

6. Trust generates commitment; commitment fosters teamwork; and teamwork delivers results. When people trust their team members they not only work harder, but they work harder for the good of the team.

7. Be honest! My mother always told me to tell the truth. She would say, "If you lie to me then we can't be a strong family. So don't ever lie to me even if the news isn't good."

8. Become a coach. Coach your customers. Coach your team at work. Guide people, help them be better and you will earn their trust.

9. Show people you care about them. When people know you care about their interests as much as your own they will trust you. If they know you are out for yourself, their internal alarm sounds and they will say to themselves "watch out for that person."

10. Always do the right thing. We trust those who live, walk and work with integrity.

11. When you don't do the right thing, admit it. Be transparent, authentic and willing to share your mistakes and faults. When you are vulnerable and have nothing to hide you radiate trust. By Jon Gordon. <http://www.jongordon.com>

Jon is the author of *The Wall Street Journal* bestseller [*The Energy Bus*](#), [*The No Complaining Rule*](#), [*Training Camp*](#), [*The Shark and The Goldfish*](#), [*Soup: A Recipe to Nourish Your Team and Culture*](#), and his latest book [*The Seed: Finding Purpose and Happiness in Life and Work*](#).

Facilities Annual OSHA Safety Training was held September 20, 2011. It was a great success. Sandy will be presenting this training to the Salina Campus on the 29th and a make-up session at a later date. Due to time constraints some were unable to complete the “hands on” portion of the fire extinguisher training. Larry Zentz will be providing this service again during Fire Prevention Week, in Bosco Plaza, October 11th and 12th between 10:00 am and 3:00 pm. You are invited to participate during this time frame.

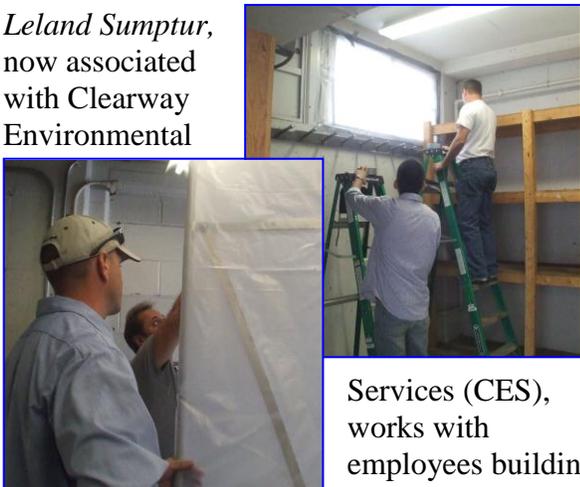
Defensive Driving Course

Would you like to improve your driving skills?



Facilities will present National Safety Council's Defensive Driving Course on October 25, 2011 at 201 Dykstra Hall. It is a four hour class starting sharply at 8:00 and ending at noon. Class size is limited. You must have approval by your supervisor. Enroll through Training & Safety at 2-1719.

Leland Sumptur, now associated with Clearway Environmental



Services (CES), works with employees building

a containment area during a portion of their initial Asbestos Worker Training. Attending were Ryan White and Adam Young from the Salina Campus. Ken Mullin, Mike Schooler, Bob Armour and Jason Simmonds from the Manhattan campus.

October Birthdays



- 10-1 Christina White, Rick Renner, Lori Poeske
- 10-2 Tony Stevens
- 10-3 Daniel Engelbert, Diana Hollingshead
- 10-5 Hulan Jack
- 10-6 Mark Taussig, Vincent Petra
- 10-8 Travis Quigley, Kerry McDonald
- 10-9 Todd Neipert
- 10-10 James Acosta
- 10-11 Penny Funkhouser
- 10-12 Stephen Williams
- 10-13 Janice Whaley
- 10-16 Peggy Grater
- 10-17 Ryan Holle
- 10-19 Stacy Mahan
- 10-24 Rod Hodges
- 10-25 Larry Lee
- 10-26 Roger Hageman
- 10-27 Michael Reasoner

10-30 Kristina Pelky
10-31 Janice Rood, Lynn Salsbury, Joel Groninga

Kenneth Marinhagen works at laying sod in front of the Student Center on the campus of Kansas State University at Salina. Marinhagen and other facilities workers were repairing damage left by heavy equipment used in repair work to the building.

Photo, by Jeff Cooper/ Salina Journal



Kenneth Wayne Marinhagen, 51, died in a tragic accident in rural Lincoln County on September 18, 2011. He was born June 22, 1960, in Lincoln, KS, to Everett Christ and Shirley Jean (Hazelton) Marinhagen.

Surviving Ken is: his father; wife Myra Jane; children Christopher, Jerry, Gloria, Laura and other family members. We extend our condolences to Ken's family. He was a great co-worker and will be missed.

Jim Ivy, former Facilities Electronic Shop Supervisor died September 3, 2011, at the Kansas University Medical Center. Our deepest condolences go out to Jim's wife Teresa, and his family.



*To live in hearts we leave behind
Is not to die.*

~Thomas Campbell, "Hallowed Ground"

My Piece of the Picture...



Galen Hageman has worked for Facilities for 29 years. He is presently supervisor of the Carpenter and Roof shops.

He assigns work orders, contacts departments, schedules projects, orders materials and checks projects. He also oversees remodel projects on campus and roof inspection on all buildings here on campus.

The 3 things he likes best about his job, Galen states:

1. "Keeping busy and productive gives me satisfaction."
2. "I enjoy working with the workers in the shop on projects around campus when needed. They are the best crew to work for and with."
3. "Working with the rest of the facility staff and students at K-State to keep the campus maintained and productive for working and learning."

If he were given the opportunity to implement a "Positive Change" to his department or organization, he states, "In these days of severe budget cuts and no pay increases, I find it more difficult to keep workers motivated. I think giving workers benefits that wouldn't cost the university any extra money would be helpful. This could be free admission to athletic events, McCain events, free parking on campus, Call Hall ice cream and others. It would be a morale booster to have workers recognized for all their efforts and hard work in these tough times that we are all dealing with."

Galen believes his position contributes to the success of our organization, “As a Facilities Supervisor, I hire, train and expect the workers to do the best job possible. We know as a department what we do reflects how people work and learn here at KSU. We realize we are a part of what make K-State proud. We work together to make the university one of the best in the United States.”

Most folks don't know that: “I live out in the country and enjoy the outdoors. We are able to see lots of the greatest Kansas sunrises and sunsets. For the last seven years I have exercised almost every day, I run 2 miles every day and lift weights 4 times a week for health reasons. I love the outdoors and spending time with my wife and sons. We enjoy bike rides, bonfires, horseshoes, hiking, working on the land we own, barbeques, watching my son's baseball games and snow skiing at Colorado. I am also a member of KSU, Riley County Extension Master Gardener program.” Thanks, Galen, for sharing your piece of the Facilities puzzle with us.

I am grateful for his positive attitude, and it has actually helped me get through the awful leak situations here. In the past five years, since I've been here in College Court, Burt has the best attitude and has done the best job. I am really sad to see him reassigned to another building.

Thank you, Burt, for the excellent work ethics and the great service you give and thank you, Rosanna, for bringing this to our attention.

Who is New...

September 2, 2011

Yongwong Kwon was rehired as a temporary Custodial Specialist. He is working for Steve Greinke on the Custodial night crew. September 12, 2011



Caught in the Act of Doing Good!



Kudos to Burt Person

Rosanna Vail from room 58 at College Court wrote these kind words about Burt, “My office has had so many leaks and other

problems, and Burt has always gone the extra mile to help me clean up and get my office back in working order.



James Acosta was hired as a temporary Custodial Specialist. He is working for Mike Stoddard on the Custodial day crew.

September 19, 2011

Jason Griffiths was hired as a permanent Custodial Specialist. He is working for Michael Harris on the Vet Med Custodial night crew.

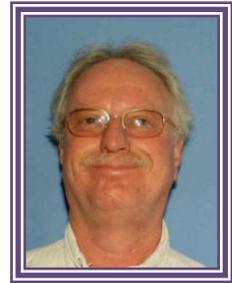


Celebration

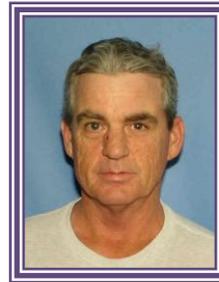
October 26, 2011, Facilities will host a retirement party for employees who have recently retired.

It will be held at the International Student Center, starting at 10:00 am and running until 11:30 am. A personal invitation will be sent to the Honorees.

Below is a list of the employees who recently retired. We wish them good health and happiness in their retirement. Thank you for all your years of service.



***Jim Copeland
Special Projects
Manager***



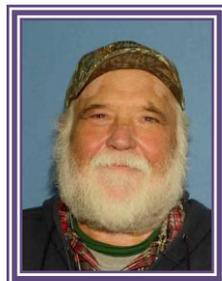
***Bobby Quinn
Grounds***



***Roger McCormick
Ahearn Custodial
Crew***



***John Lantz
Grounds***



***David Berner
Grounds***



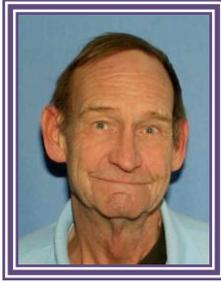
***Charlotte Boger
Custodial Night
Crew***



***Sharon Johnson
Paint Shop***



***George Lyles Jr.
Custodial Services***



John Hanson
Custodial Services



Max Fritz
Utilities

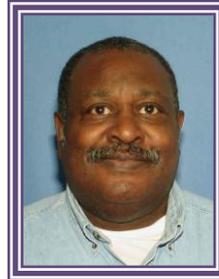
Barry Linn
Plumbing Shop



Riley Platt
ECS Shop



Dale Yonning
HVAC

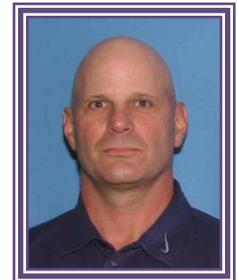


Clarence Ellis
Utilities Supervisor

Doug Coleman
Carpenter Shop



Ken Kary
Salina Campus



Bob Sutterlin
Construction Shop



Jim Kuhn
Salina Campus



Dave Gronquist (left) and Facilities Garage supervisor Steve Bishop (right) present a plaque and gift in honor of Martin Barry's retirement.



Major Changes Coming to Health Insurance.

Jim Chacon, administrative officer in payroll, is encouraging all Facilities employees to attend the upcoming **K-State Benefits Expo** to be held at the Union on October 6th. There will be some major changes coming that may affect the cost of insurance in future years.

October 1st through the 31st is when employees can make changes to their health insurance.

Human Resources will present 2 information sessions to inform employees of the changes in insurance for 2012. They will also be discussing

how these changes will affect health insurance for 2013.

On October 6th, the first session will be at 9:15 am in Forum Hall. The second session will be at 3:00 pm in Forum Hall.

There will also be booths set up in the Ballroom from 9:00 to 3:00. In addition there will be financial and retirement planning sessions.

Yellow flyers were sent out from Human Resources this week to all employees.

It will be in your best interest to attend one of these insurance information sessions.