

F. M. News

K. S. U., Division of Facilities

Newsletter, February 2012



Unleashing your potential



How to Find Happiness at Work

Happiness.

Zappos believes in delivering it.

Coke wants you to open it.

Countless books try to help you achieve it

Research demonstrates that you are more productive with it.

And yet the truth is that so few people feel it at work.

Why?

Is it because leaders don't create "happy" workplaces?

Is it because work is inherently miserable?

Or perhaps it's because of our attitudes about work?

There's really no definitive answer here.

A negative boss, bad working conditions and a toxic culture can certainly make people unhappy.

I've also seen how leaders can create happier and more productive employees by creating the right culture and work environment.

However, I believe the biggest determinant of our happiness at work is... us.

Our happiness has less to do with forces outside of us and more to do with what's inside of us.

Happiness is an inside job.

I've met bus drivers, janitors and fast-food employees who are more passionate about their jobs and happier than some professional athletes making millions of dollars.

Our happiness comes not from the work we do but from how we feel about the work we do. And to feel great about the work we do it's essential to fuel up with passion and purpose. As I wrote in [The SEED](#), happiness is a byproduct of living and working with passion and purpose.

But Jon, I don't know what my passion and purpose is, you might say.

It's OK. The first step is to be the SEED, plant yourself where you are and begin to serve and make a difference. When you plant yourself and make a difference passion flows through you, purpose begins to reveal itself, people want to be around you and you feel happier.

When you work with passion and purpose you don't have to seek happiness, rather it finds you.

Start planting and cultivating it today! - Jon

Jon Gordon's best-selling books and talks have inspired readers and audiences around the world. <http://www.jongordon.com>



In Side Facilities!

Support Services.

The biggest change that we will likely see in the upcoming year is beginning in July, at least that is the projected time line, we will be receiving, sorting and delivering all of the USPS mail for the campus. This will amount to an average of 2,500 pieces of mail per day of which nearly one-half will be flats and parcels. This mail is and has been delivered to KSU buildings by the USPS independent of our Campus Mail Service. Construction has begun on expanding the Central Mail facility to allow for additional work room and required sorting racks for the increased volume of mail. We are also beginning the process to obtain permission for vehicle upgrades and additional personnel to assist in this new task.

Another anticipated change is the research being conducted on the possibility of changing the software program currently in use to track jobs, labor, and materials to be billed to Division of Facilities customers for products and services provided. This change, if implemented, will likely affect everyone in the division in one way or another. From what I am being told, the system being looked at as a possible replacement is more user friendly and will provide enhanced reporting and tracking capabilities over the current FAMIS system that has been in place for several years. There may even be a package which could move vehicle scheduling from a paper and pencil operation into the 21st century.

Financial Services will remain involved in any internal software upgrade in addition to the movement of the administration to have our records migrate from an internal Oracle data base to a university Oracle data base. That along with other software enhancements and changes will hopefully allow for more effective operations in the financials area.

The Storeroom continues to offer enhanced sign making capabilities and products to the campus community. Plans are being made to upgrade an outdated rotary engraver that was first purchased to allow for initial development of ADA signage. They are also looking toward the addition of a large format printer to enhance the sign shop capabilities and enhanced product availability to the campus community.

The payroll area continues to work with requested enhancements in how we complete and submit required documentation to HRS. Many documents are created for the department, scanned into the Image Now system, and forwarded to HRS electronically which increases effectiveness of the transaction and reduction of paper.

The Motor Pool recently purchased a passenger van similar to what you see around town utilized by the local ATA organization. The van is a 14 passenger vehicle which is more user friendly and convenient for use as a campus tour vehicle for groups due to the increased space, ease of access and larger windows compared to a standard passenger van. Although somewhat larger in size than a standard van, the 14 passenger capacity does not require a CDL license for operation. It does require completion of required van training as other vans do. Many of our 8 passenger vans are being replaced with Suburbans in response to customer input. They do not require van training.
~David Gronquist

Grounds

John Lacy and Chris Holliman, along with other folks from Grounds West crew, have been “making a difference” this fall and winter. They are rebuilding the redwood trash containers on campus to open from the front,

rather than from the top. This feature saves the backs of our workers that empty these containers.

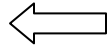
Before they had to pull the bag from the top and if the bag is full, it can weigh a significant amount. Now they can open the front door and pull the bag out without having to lift it at all.

John and Chris came up with the design and have implemented it on several redwood trash containers. Their goal is to get all of the containers done before spring. They take the wood off of the front, mount it on a metal frame they have built; put on the hinges, and remount it to the container. Then they put a lock on the door to keep it closed.

They have created a safer way for employees to do their job, thus helping to eliminate back injuries from this type of work. And they are doing this for less than \$50.00 per redwood trash container. We applaud their willingness to take on this challenge and appreciate their fine workmanship.



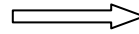
John Lacy & Chris Holliman



John Lacy & Donnie Silva



The completed Project



Thanks John and Chris and all the other staff from Grounds West!!



RecycleMania

Kansas State University will participate again this year in RecycleMania. RecycleMania is a competition among college and university recycling programs in North America and Canada. During 8 weeks each spring, schools compete to reduce waste, increase recycling and raise awareness of conservation issues across campus.

RecycleMania starts Sunday, Feb. 5 here at Kansas State University, and will run through March 31.

A dedication and open house for the new campus recycling center will be from 11:30 a.m. to 2:30 p.m. Friday, Feb. 10. Kirk Schulz, university president, will be in attendance from 1-1:45 p.m. The center is between Weber Hall and Hoeflin Stone House.

During the open house, recycling staff will give tours; included are recycling demonstrations and displays of the facility's equipment. A history presentation showing the growth of the university's recycling program will be shown throughout the open house, plus refreshments will be provided. Check out the web site:

<http://www.ksu.edu/recycling/>

On a more personal note...



KSU and KU will be having a “friendly competition” to see who does the best on RecycleMania between the *CATS* and the *JAYHAWKS*. Go Cats, trash those Jayhawks!

Who is New...

January 3, 2012



Bryson D. Wheeler was hired as a G.M.R.T. Senior in the Plumbing Shop. He is working for Larry McCoy.

January 9, 2012

Brian J. Morgan was hired as an Equipment Mechanic Senior. He is working for Steve Bishop in the Facilities Garage.



January 23, 2012

Kelly Guilfoyle’s position was reallocated to an Agricultural Technician Senior. He is still working for David Stuhlsatz in the Grounds Maintenance department.



Roy Joosten was hired as a Plumber Senior in the Plumbing Shop. He is working for Larry McCoy.

January 30, 2012

Steven M. Kirk was hired as a G.M.R.T. He is working for Cliff Slocum in the Electric Shop.



Attaboy! Jeremy

Jeremy Sharp sat for the Principles and Practice of Engineering Exam (PE exam) in late October and was informed just before Christmas that he passed. The PE exam tests one's

ability to practice competently in a particular engineering discipline. It is designed for engineers who have gained at least four years’ post-college work experience in their chosen engineering discipline. The PE exam is typically the last step in the process of becoming a licensed P.E. Because of paperwork that was already in place prior to joining KSU Facilities Planning, Jeremy is currently registered in the State of Georgia. Jeremy is currently in the process of applying for registration in Kansas through reciprocity. This process should be completed and Jeremy should have his Kansas registration by the middle of April.



FEBRUARY BIRTHDAYS



2-3 Charles Bibbs

2-4 Robert Crider

2-6 Ute Cruz, Larry Haller

2-7 William Smith

2-10 Ed Heptig, Timothy Dixon

2-11 Sabrina Maloney

2-12 Chipper Cooper

2-14 Sarah Davis, Josh Ricker

Happy Valentine's Day!

2-15 Jeanette Johnson

2-16 Arturo Sias III

2-19 Jewell Cutright

2-21 Damon Lee, Ross Kibodeaux, Wayne Koetkemeyer

2-22 Howard Tubbs, Clifford Williams, Mary Grubbs

2-23 Jonathan Bagwell

2-24 Russell Thompson, Shawn Wilson

2-27 Daniel Marshall

2-28 Robert Mayfield, Mary Rutherford, Jacqueline Toburen

Don't forget to change your eID password before February 8th !



From: **IT Services web page questions.**

How do I change my eID password?

If you know your previous password, you can go to eid.k-state.edu, sign in and click change next to Password settings. If you do not know your password, then you need to come to 214 Hale Library with a Photo ID or call the IT Help Desk at 785-532-7722.

If I miss a password deadline, how do I change my password?

You can come into 214 Hale Library with a Photo ID or call the IT Help Desk at 785-532-7722.

Caught in the Act of Doing Good!

Kudos to Julie Porter

Last month Julie Porter, Custodial Specialist, had clocked out to



go home after a grueling eight hour shift that started at 5:00 am in the morning. As she started to leave she saw water leaking through the ceiling. Some workers may have gone on home, knowing full well their shift was over. Not Julie! She quickly got a bucket to put

under the leak. She then called the office of Facilities Services, letting them know what was going on. Director John Woods, followed up on the call and it was discovered a toilet upstairs was overflowing and running down the exposed pipes through the ceiling. Before long the problem was corrected and Julie was headed home. John Woods recognized what happened and asked that Julie be recognized for this award.

Thanks Julie for your dedication and John Woods for taking notice. We also express our deepest sympathy to Julie and her family for the loss of her father, Larry C. Lewellen, who passed away Monday, January 9, 2012



When faced with adversity, our staff always finds a way...

I would like to take the opportunity to thank anyone who has made the ARRA DOE projects a success to date. K-State was blessed to receive a total of \$2.6M in federal ARRA money for completing two energy-related projects: Replacement of Waters Hall Windows, and installing Building Utility Meters across campus.

Extremely rapid schedules were strings that the funding came with - 8 months from start to finish. The logistics of these projects are incredible: affecting literally every office and classroom in Waters Hall – and shutting almost every utility off, in every building across campus.

Both projects are progressing extremely well, thanks in part to their respective project managers: Mark Taussig, and Jack Carlson. Beyond them, the facilities support staff has spent many long hours on this project by: Turning in and performing Shut-downs, reviewing (and correcting) engineering plans,

answering questions in the field, completing ARRA paperwork, performing ARRA employee interviews...the list is endless.

ARRA projects are a mixed blessing in that they are much more time-consuming in processing paperwork, documentation, and ensuring compliance of funding regulations. In spite of the complications, both projects are ahead of schedule, thanks in part to the following people who have taken pride and ownership in this project: Mike Paph, Cliff Slocum, Matt Smith, Paige Bower, Will Hirsch, Kirby Barrett, and the HVAC, Plumbing and Electrical Shops!

I apologize if I've forgotten anyone, but please take a moment to recognize the outstanding and exemplary work of the individuals listed above for the success of these projects.

-Casey Lauer

**Congrats to
Diana
Hollingshead**



In January, it was announced that Diana had received the Classified Opportunity Fund Meritorious Service Award. The award comes with a check for \$200.00.

The Meritorious Service Award is awarded to classified employees who demonstrate exceptional leadership and/or extraordinary effort in their position which proves to be a valuable service to the K-State community. Funds are donated by the K-State community (staff, faculty, students and friends of K-State) through the annual All-University Campaign. Diana works as a Custodial Specialist at the Durland Complex. Her supervisor is Mary Grubbs.