

F. M. News

K. S. U., Division of Facilities

Newsletter, September 2010



Unleashing your potential

Think About This...

The Special Person You Were Meant to Be

"If you can value truth above approval, and friendship over power, wealth, or fame,

If you can share your gifts wisely, leaving someone better off than when you came,

If you find happiness, simple pleasures, and see the rainbow, not the falling rain,

If you have faith to keep on believing in miracles that no one can explain,

If you live every day to your potential and find the goal in everything you see,

Then you'll be, not just happy and successful, but the person only you were meant to be."
- anon

Self-Esteem is the sum total of the emotional, physical, and spiritual values you place on yourself. It is closely related to our self image, i.e. how we see ourselves. Our sense of self esteem enables us to feel competent and worthy in coping with challenges of life. It is crucial to our sense of happiness. People with high self esteem feel more comfortable with themselves; they usually enjoy life and enjoy themselves better. As people we have four basic needs...

1. to be noticed,
2. for acceptance (sense of belonging),
3. for independence, and
4. to be loved.

In the workplace we have the power to impact, empower and encourage each other to reach our fullest potential. It is imperative that each employee be recognized for their contributions to the organization; to be valued based on their individual talents and gifts that they bring to the organization; to be trusted to do their very best job, to respect their rights as a human being and to be treated with respect and dignity at all times. We can, as co-workers, nurturer each other's sense of self-worth by saying things like...

1. Thank you for a job well done.
2. That's thoughtful of you.
3. Nice job.
4. Fantastic!
5. Good cooperation
6. You have a lot of talent
7. That's a commendable job.
8. That's thoughtful of you.
9. You're good at this.
10. Keep up the good work.
11. I can tell you really care.
12. It looks like you put a lot of work into this.
13. That's a very good observation.
14. You make it look easy.
15. You are so helpful.
16. I'm glad you're here.

A true friend knows your weaknesses but shows you your strengths; feels your fears but fortifies your faith; sees your anxieties but frees your spirit; recognizes your disabilities but emphasizes your possibilities. -William Arthur Ward

Caught in the Act of Doing Good!

Kudos to Sang Yi.

Mr. Yi works for Noel Kramer on the day Custodial crew at Vet Med.



As with all great workplaces and especially larger institutions of learning, sometimes the primary mission, what we witness day to day, overshadows the tremendous amount of behind-the-scenes work that truly keeps a place running at full speed. One person who exemplifies the model employee in the maintenance and custodial operations here at the K-State College of Veterinary Medicine is Mr. Sang Yi. Not only is Mr. Yi always willing to literally drop everything he is doing to help someone, but he always goes about his work with a superior attitude and a larger than life smile. The virology section in the Veterinary Diagnostic Lab would like to take a moment to recognize Mr. Yi and thank him personally for always being that consummate worker and specifically for being a huge help to our lab during some recent renovations and improvements. We really went wild getting rid of a massive amount of old lab supplies and moving equipment around, and he was right there with us making that an easy process. On behalf of the whole diagnostic lab, the virology section would like to say thank you for your

daily hard work and enthusiasm. *Reprinted with permission from Lifelines, The official newsletter of the College of Veterinary Medicine.*

Thanks to Mr. Yi for your hard work and Noel Kramer for bringing this to our attention.

Kudos to Clay Billings

Clay works for the office of Training & Safety. He attends Manhattan Vo-Tech College and will graduate in December.



For several years, one of our goals in Central Mail Services was to have a valuable, user friendly website for our customers...one that looks and feels professional. Due to the talents of Clay Billings, temporary employee for Safety and Training, we achieved this goal. The websites for Central Mail and the Contract Post Office look absolutely awesome. I would put them up against any website for other college and university mail centers in the nation.

Clay's skills, abilities and knowledge extend beyond website design and creation. On numerous occasions, when one of my staff or I have had computer issues, Clay has been enormously helpful. He is a great asset to Facilities...too bad we can't keep him after he graduates.

We thank Clay for all his hard work and Loleta for the kind letter of recommendation.

Clay has spent the summer revamping Facilities entire web site. Check it out: <http://www.ksu.edu/facilities/>

"But now in September the garden has cooled, and with it my possessiveness. The sun warms my back instead of beating on my head ... The harvest has dwindled, and I have grown apart from the intense midsummer relationship that brought it on."

- Robert Finch



September Birthdays

9-1 Charlie Bukacek

9-2 Michael Seymour (Sr.), Robert Quinn

9-3 Lowell Bingham, Kim Caffrey

9-4 Warren Berg

9-7 Maria Lomibao

9-8 Max Fritz, Casey Lauer

9-9 Jimmy Sester

9-10 Bill Glover



9-11 Skip Davis

9-12 Gary Johnson

9-13 John Lacy, Mike Feldhausen

9-16 John Hofmann

9-17 Paul Savage, Thomas Shump

9-18 Elke Yergin, Betty Slattery

9-19 Loren Gray, Kevin Williams

9-21 Annette Rohde

9-22 Chad Starr, Dale Boggs, Martin Jones

9-23 Sharon Slack

9-26 Sandy Hoffmann, Bob Hauck

9-29 Evans Pittman, Al Seely



Facilities and the Paint Shop hosted a retirement party for Dave Soupene, who retired August 1, 2010. Supervisor, Shelly Hauck presents Dave with a Service Award plaque. Best Wishes to Dave.

Storm hits KSU Campus Again!



Once again we felt the fury of a Kansas Storm. On Friday the 13th, just as the work week was about over and one week before school was due to start for the fall semester, a storm with winds over 90 miles per hour stuck Campus and the Manhattan area. Facilities immediately surveyed the damage on campus and went to work. It was reported the damage to trees was similar to the 2008 Tornado that hit campus. A tree landed on Anderson Hall's chiller unit. This unit had been replaced after the 2008 tornado. Part of the roof was also damaged.

Appreciation of Your Work

To Everyone,

I would like to thank all Facilities employees for their contribution in getting the job done after the microburst hit campus on Friday, the 13th of August, 2010. The storm left us with over \$300,000 in damages to the campus. Our people got on the job and started patching roofs and cleaning up debris. This includes all our staff because it not only takes the carpenter patching a roof and a grounds person clearing fallen trees, it takes everyone working as a team in support of those on the ground. From the custodian reassigned to picking up tree debris and the remaining custodians in the building taking up the slack to the storeroom person getting a contract for removing debris. I have not named every position that was involved but have referred to "all Facilities employees." Your work is very much appreciated.

Thank you very much.
Ed Rice

This information was released from the office of Bruce Shubert: *"Our facilities workers have done an outstanding job," said K-State President Kirk Schulz. "They responded quickly to the storm damage and have been working long hours to clean up the campus. I can't say enough about the tremendous job they are doing."*

Anderson Hall sustained roof and ceiling damage and lost a chiller -- air conditioner -- in the storm. A stone wall along Manhattan Ave., walk lights around Anderson Hall, benches and numerous trees on campus also were damaged.

A Special Thanks to all who helped with the clean up and to Mike Stoddard and Don Crawford for providing the following pictures.



Above: A tree behind Anderson Hall broken off and lying on the chiller.

Below: Trees at K-State Union Plaza ripped and broken off.



Above left: Part of the roof from Anderson Hall.

Right: Debris hangs over the doorway at Anderson Hall.

Who is New...

August 2, 2010

Brian R. Whaley was hired as a temporary Utility Worker. He is working for Quentin Rawlins and the Recycling crew.



August 16, 2010

Alina Cummings was hired as a temporary Custodial Specialist. She is working for Warren Berg on the custodial day crew.



August 9, 2010

Michael Ashcraft was hired as a temporary Equipment Operator. He is working for Quentin Rawlins on the Recycling crew.



August 23, 2010

Bryant Dykes was hired as a temporary Utility Worker. He will be working in the Grounds Department for Joe Myers.



August 9, 2010

Darius Clark was hired as a temporary Custodial Specialist. He is working for Quentin Rawlins on the Recycling crew.



August 25, 2010

Clay Billings was rehired as a temporary Administrative Assistant. He is working in the office of Training & Safety.



August 9, 2010

Wayne Kenmitz was hired as a temporary Custodial Specialist. He is working for Mike Stoddard on the custodial night crew.



My Piece of the Picture...



August 9, 2010

William D. Spiegel was hired as a permanent Custodial Specialist. He is working for Mike Stoddard on the custodial night crew.



Barb Larson

Barb has worked at K-State for 19 years, starting in August 1991.



Barb works at Central Mail Services.

She started as a route carrier. At that time they had four routes which went out twice a day. Besides delivery of mail, she metered all outgoing mail, either by USPS, UPS and Fed-X. Over the years she has been a back up clerk for the Contract Post Office. Currently she handles all the misaddressed and unwanted mail in our Addressing Services area.

Some of the best things she likes about her job is getting the chance to work with and assist all of the KSU departments with their mailing needs, plus getting the chance to meet students and faculty from all over the world. "Even though it sounds corny", she said, "I really like working with a great bunch of fellow co-workers. We have worked together for so many years they are just like my family."

If she could make some positives changes, she would like to see Central Mail Services in one centralized location; all shipping, receiving and mailing services in one location.

Most folks don't know that when Barb has the extra time, she enjoys calligraphy.

Thanks Barb, for sharing your Piece of the Puzzle.

Send in "your information" to:
<http://www.ksu.edu/facilities/forms/Piece.html>

Update your address information!



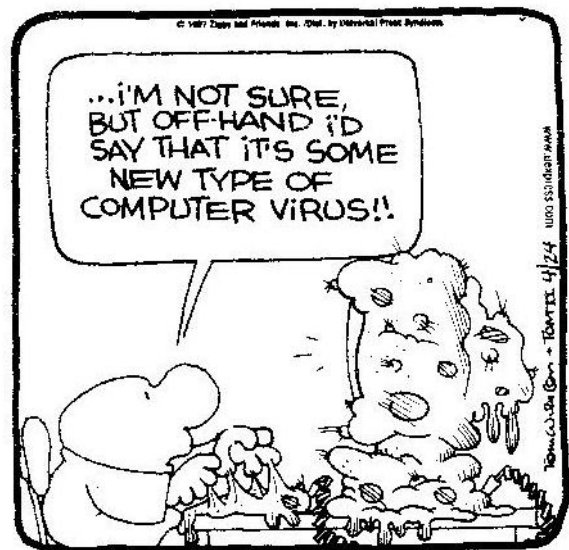
HR is asking us to update any changes in our address information in HRIS. We can do this through Employee Self-Service. In the future, insurance and other information will be sent to our home address. The address they use for us will be the address we list in HRIS Self Service. If you need any help with this, contact Jim Chacon at the payroll office.

Computer Scams



With school starting it is good to remind people of all the scams and fraud that goes on in the computer world. Some people are still responding to phishing scams. These scams are very believable. They may tell you that your email inbox has exceeded its limit or has reached its limit and that your account will expire in two days or they are updating their database. The email may look like it is from K-State or like a legitimate email. NOTE: They want you to give them your eID and password and they will fix "it" for you. **You must know the truth or you can be tricked.** Do not ever give your eID or password to them. K-State's technology services will never ask you for this information in an email. Check out Information Technology's web site:
<http://www.k-state.edu/its/>

ZIGGY

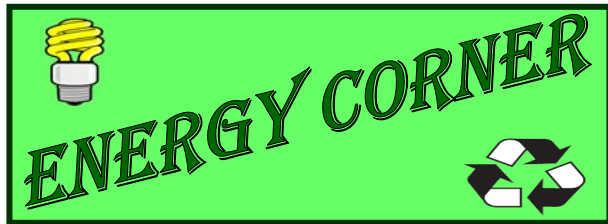


For those of you who did not know

If you are using a computer at home to connect with K-State in order to check your email or go

to self service or for some of you, to work on line, check this out. K-Staters connecting their computers to the Kansas State University network are required to use the university's antivirus software. This software is provided free to students, faculty, and staff. Here is the site to go to.

<http://www.k-state.edu/its/antivirus/>



Some may be interested in the following news information:

What We Learned in Greensburg and Can We Sustain It?

Hans Nettelblad, associate principal at BNIM Architects, Kansas City, will be the featured speaker on the topic of “What We Learned in Greensburg and Can We Sustain It?” He will speak at the Manhattan Public Library Auditorium, Monday, September 27 at 7:00 p.m. After his presentation, there will be a time for questions and answers. Community business leaders, public officials, builders, architects, real estate agents, university students, university professionals and all interested in the topic are invited to attend this free presentation. The meeting is sponsored by the Micah Society at one of its monthly meetings.

Mr. Nettelblad is a project manager for reconstruction of tornado-destroyed Greensburg, Kan. He will share his experience in the rebuilding of the city of Greensburg of which 95% of the town was devastated with 11 persons losing their lives to an EF 5 tornado the evening of May 4, 2007. Mr. Nettelblad

has developed sustainable design and “green retrofit” strategies available for building developers, owners, and operators, along with life-cycle benefits of a green facility.

Greensburg’s website trumpets its recovery this way: ‘Greensburg: Better, Stronger, Greener!’ What can others learn about the sustainability from Greensburg’s rebuilding and restoration? Can people and governmental agencies in other cities and towns adapt techniques used in Greensburg? What are the architectural challenges? What are the economics?

Casey Lauer-Director of Energy