Facilities Forum

August 2016

Facilities Services

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Summer is nearly over, with move-in weekend and the beginning of Fall semester behind us. Thanks to the hard work of Facilities Services employees, GSU students, faculty, and staff have returned from summer break to a well-groomed campus. Summer has been a very busy time for all of the units within Facilities Services. Since students have moved in, the pace has been even busier. Personally, I’m excited to have our students and faculty here in full force.

I hope everyone found time over the summer to take some vacation to relax and spend extra time with family and friends. That can really help to recharge the batteries and clear the mind.
particularly enjoyed visiting my family in Kentucky.

As I look around Facilities Services, I am proud of the growing spirit of innovation and effectiveness in addition to our usual workload. I'm seeing teamwork and a spirit of wanting to improve oneself, as well as Georgia Southern. I'm looking forward to more of this. I'm encouraging my staff to look for ideas on how we can improve our work and make it more efficient, including additional professional development. Please pass any ideas to the DFS Management Team.

Additionally, if you see a problem that needs attention from any unit in Facilities Services, please notify the appropriate department. This could be a leaking faucet in a restroom, a dead plant that needs to be removed, mud left in a roadway by a construction vehicle, a fresh stain on a carpet, or a spill in the Russell Union. We must all work together to make our entire campus look presentable.

As always – BE SAFE !!

Marv
Marvin D. Mills, Jr.
Associate Vice President for Facilities Services

TMA Customer Service Surveys
Thank You Facilities Operations Staff
Employees at Work
First Aid Kits
Zika Virus Material
OMI: Record Setting Hall Recycling
New Recycling Procedures
Congrats to McDaniels Family
Retirement: Lester Foreman

SAFETY BULLETINS
7/2016 First Aid Kit
8/2016 Drive Safely

Picking Up Keys?

REMINDER
SRC (Service Response Center) has relocated to building 448. Please help spread the word as faculty, staff, and students come to retrieve
keys or turn in electronic access forms so that we may serve them more efficiently. SRC is no longer housed in building 450. Thank you!!

Address: 824 South Main Street

SRC RELOCATION MAP

Facilities Planning, Design, & Construction

BICSI Southeast Regional Meeting

- **BICSI** (Building Industry Consulting Service International) held its Southeast Regional Meeting on July 21, 2016 at GSU's Nessmith Lane Conference Center.
- 40 RCDDs (Registered Communications Distribution Designer) were recorded in attendance.
- This is the 2nd time the SE Regional Meeting has been held on GSU campus.

Left to Right: **Haroun Homayun**, Associate Director, Facilities Planning, Design, & Construction and **Marvin Mills**, Associate Vice President, Facilities Services

Military Science Construction Update

- As of July 31, the project is over 70% complete.
- The ribbon cutting ceremony is currently in the planning stages.
- Building facade will be complete by mid-September.
- Project completion date is scheduled for November 25, 2016.
Parking Lot #21 Update

Improvements to Parking Lot #21 are complete. The lot is now fully operational.

Facilities Operations

GSU Auto Shop
TMA Customer Service Surveys

- In November 2015, Facilities Operations implemented a new Customer Service survey at the completion of TMA work orders.
- In August 2016, the average rating of our performance was 4.41 (out of 5) and the average rating for our overall customer service was 2.69 (out of 3). The averages for both questions continue to move upward on a monthly basis.
- All comments received within the survey are shared among the shops so the appropriate staff members can be recognized for their work performance.
- This summer, 2 classes were held for Facilities Operations staff. Robert Meguiar, Training Coordinator for SAEM, came to discuss Disney and shared his philosophy of Customer Service. A big thank you to Robert for taking the time to train Facilities Operations staff and inspiring them to do better.

Operations Performance & Customer Service Data Results
Thank You
Facilities Operations Staff:
Donnie Miles, Chris Doulas, and Eric Miley

“I must say that the work your staff did in July was the utmost in professionalism and in promptness in every way. The employees that came out were extremely efficient and courteous. In the moment that they initially arrived, I happened to be juggling both a telephone conversation and working on my computer but they understood that I was in the middle of finishing up something. They took the time to get their equipment set up outside in the hallway while I finished up quickly what I needed to take care of. I was impressed not only by the promptness they showed in coming out so quickly, but also by the follow-up that was done throughout the day by one of the employees, who stopped by periodically during the rest of the day at several-hour intervals to make sure that the conditions in my office had improved.”

Dr. Patrick Novotny
Department of Political Science and International Studies
First Aid Kits: Are You Well Stocked?

We all have, at some point in our lives, given or received first aid during an injury. Common injuries and allergic reactions are some of the few reasons why we may use a first aid kit.

The Occupational Safety and Health Administration (OSHA) has established guidelines on first aid kits in the workplace. OSHA’s guidelines state that an adequate first aid kit shall be made readily available in the workplace.

Make sure the first aid kit in your area is well stocked to treat major and minor wounds such as cuts and abrasions, minor burns, sprains and strains, and eye injuries. To allow easy identification, the first aid kits at the workplace should be clearly visible and labeled as such.

For more information on first aid kits and first aid response, click the link below:

Click here for the full First Aid Kit article (which includes Class A and Class B Minimum Fill Requirements).

Zika Virus & Mosquito Prevention
OMI: Record Setting Hall Recycling

Residence Hall students started the fall semester by recycling a whopping 2.1 tons of cardboard during Operation Move-In. This is a more than 50% increase since last year. Environmental Health and Safety partnered with the Center for Sustainability and University Housing to recycle during Operation Move-In.

**OPERATION MOVE-IN RECYCLING TOTAL**

- Fall 2015: 1.32 tons
- Fall 2016: 2.1 tons

New Recycling Procedures
KICKIN’ THE CAN

Georgia Southern is temporarily suspending aluminum can recycling while we move to separate plastic and aluminum receptacles. Thank you for your patience during this transition.

Business Operations

Congratulations

Brandon & Brenna McDaniel

Bray McDaniel

Born August 15, 2016

8 lb 6 oz
Brandon McDaniel is a Construction Project Supervisor in Facilities Planning, Design, and Construction. From your DFS family: Wishing you the very best of luck with your new baby and your new life as a family.

Congratulations Mr. Lester Foreman!!

Lester Foreman, Health and Safety Technician, is retiring August 31 after 5 years at Georgia Southern. He has appreciated all the kind people he has worked with and is definitely going to miss them. Outside of work, Lester enjoys hunting, fishing, going to church, and spending time with his 5 grandchildren. He plans to take advantage of being able to do this more often and looks forward to these activities.
Links of Interest

facilities services webpage  directions  work request  key request form  electronic access form

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