



USB News
Facilities Management
May 2013

- ◆ **The Division of Administration and Finance's annual meeting** will be on Tuesday, May 7th at the Festival Student and Conference Center Ballroom. Continental breakfast begins at 8:00 and the meeting starts at 8:25. The meeting will adjourn between 11:00 – 11:30. Shuttles will be arriving at the USB at 7:30 and 8:05 to transport to the Festival.
- ◆ **2013 Benefits Open Enrollment** dates are Wednesday, May 1 – Friday, May 24 for health insurance benefits, Flexible Reimbursement Accounts (FRA), and AFLAC supplemental insurance. There will be an information session for FM staff on Friday, May 10 from 10 a.m. - 12 p.m. in the auditorium of Anthony Seeger.
- ◆ **JMU Employee Appreciation Day** will be on Thursday, May 9 from 10 a.m. - 3 p.m. Events include the movie, Lincoln, as well as bingo, karaoke, rappelling, disc golf and a blood drive. Lunch will be served from 11:15 - 1:30 in the Festival Ballroom. Main entrees are beef brisket, pork BBQ, and veggie burgers. Registration is *not* required for lunch, but may be for other activities.



Operations Corner:

With the end of the budget year quickly approaching, a few reminders:

- Time cards need to be posted no later than 3 p.m. on Friday, May 31 in order to bill for this fiscal year.
- Completed work orders need to be in "approved" status for Work Control to close.
- Standing work orders should be put in "approved" status if they are not needed.
- AiM will not be available on June 3 due to a system upgrade. Please plan work accordingly.
- New standings work orders will be available June 4 for shop assignment.

Thank you for your help with this process!

Summer Camps

Each summer JMU hosts camps from all over the world. This year there will be over 100 camps housing over 28,000 students. Many camps are athletic-related such as those for rugby, field hockey, baseball, basketball, softball, volleyball, football, soccer, and Cheer Camp.

Other camps include Valley Ridge Governor's School, CyberCity, Civil War Institute, Vocal and Dance Arts, as well as camps for band, science and religious groups. We also have several hundred visitors from local Virginia schools for campus tours at the planetarium, libraries, labs, etc.

These camps and tours are all in addition to the new student orientations and classes for new hall directors. Orientations take place June 24 thru July 18 and enable incoming students to sign up for classes, banking, housing, and to purchase books. Orientation brings between 2,500 3,000 students and their family members to campus.

So please be mindful that even though it is summer, we still have a lot of people on campus like we do during the school year. Be safe!

Banquet Committee Announcements:

- Monthly ham, roast beef, and pork sandwich sales are the third Wednesday of the month at 12:00 p.m. in the hallway in front of the USB lunchroom.
- Ice cream sales start Thursday, May 2 in the USB hallway in front of the lunch room. Sales are most every Tuesday and Thursday starting at 11:45 a.m. Ice cream available most other times in Work Control.

FM Snapshots



HVAC Supervisor, Dan Adkins



Landscape Workers, Todd Bonney and Dylan Wood



Recycling Worker, John Whiteside

Employee Spotlight

Kathleen Whetzel has been a fixture in FM for many years. She is known for her friendly demeanor, her involvement in the Banquet Committee, as well as a swift right hook if you come from behind and startle her. Although she has been in FM for approximately 17 years, she has been with the university for twenty-seven. She actually started out in the Print Shop as a press operator. When the shop closed, she transferred to the Post Office, which used to be under Facilities Management. After a few months, she was pulled into Facilities Analysis with the Building Inspectors. Kathleen has remained with them ever since and has become a building inspector as well. She inspects various systems in each of the buildings, such as roofing, flooring, windows, and other major items, to determine the life expectancy for these systems in order to budget funding to eventually replace these systems.

Kathleen has a pretty full life outside of work. She and her husband have a small farm. They currently have 17 cows and ten calves with seven more on the way. Kathleen also volunteers as an Emergency Medical Technician (EMT) with the Broadway Rescue Squad and the Timberville Fire Department. She has been an EMT since 1978! There are a lot of difficult things she faces, such as suicides, major trauma, death, and the loved ones left behind. Sometimes, the patients she encounters are not even hurt or sick, but alone and scared and just need someone to be there for them. Although she often witnesses things she wishes she hadn't, the positive experiences and the gratitude she receives inspire her to press on. She feels great compassion for those patients that she treats.



It is these connections to others that motivate Kathleen at JMU as well as in her volunteer work. According to her, FM employees are like one big family where there are "all sorts of nice, crazy people that make me smile."

FM Birthdays for May

Julie Ruebush 5/1	Marie Bishop 5/2	Carla Delawder 5/3	Agenia Jordan 5/3	Aldien Cabbage 5/4
Barbara Strickler 5/4	Dana Hedrick 5/5	Steve Starick 5/5	Betty Lee 5/6	Willie Foy 5/7
David Moyers 5/7	Mary Carter 5/8	Scott Williams 5/8	Max Good 5/9	Anthony Madden 5/9
Stacie Counts 5/10	Teresa Fansler 5/10	Lori Hornick 5/10	Fred Mason 5/10	Tom Templeton 5/10
Joseph Burbank 5/12	Matilda Honeycutt 5/12	Shannon Airey 5/13	Ken Crider 5/13	Diane Eppard 5/14
Jeremy Thompson 5/14	Danny Miller 5/15	Ryan Price 5/15	Habibe Shabani 5/15	Judith Madden 5/16
Jason Boggs 5/17	Red Comer 5/17	Charles Grimm 5/17	Dennis Landes 5/17	Starr Dofflemeyer 5/18
Jeremy Miller 5/18	Marta Falls 5/19	Joyce Hansbrough 5/19	Win Hunt 5/19	Donna Simmons 5/20
Jeremy Andrew 5/21	Rodney Lam 5/21	Jo Ann Puckett 5/21	Terry Hameline 5/22	Pack Puffenbarger 5/22
Steven Hayes 5/23	Brandon Howdyshell 5/23	Cathy Roadcap 5/24	Gladys Melendez 5/26	Frank Viscomi 5/2
Mike Derrow 5/27	Helen Elliott 5/28	Tim Cupp 5/29	John Khamphavong 5/29	Roger Monger 5/30
Victor McManaway 5/31	Samantha Shenk 5/31			