

USB News
Facilities Management
October 2013



FM/HR Notes:

- Approximately 12 children from the JMU Young Children's Program will be **trick-or-treating** through both floors of the University Services Building the afternoon of October 31. Please have your candy ready if you would like to participate!
- **Job Shadow Day** at JMU is Friday, October 18. This is a yearly event where middle school students visit various departments on campus to learn about what we do. Facilities Management will be hosting students in Landscape, the Power Plant, HVAC and the Lock Shop!
- Remember to **keep up with your vacation leave!** There is a limit to the number of vacation hours that you can carry over each leave year depending on your years of service. Vacation hours *over* this carry-over limit must be used by January 9, 2014. Also, you must use your personal day by January 9, 2014, or you will lose it. You can view carry-over limits here:
<http://www.jmu.edu/humanresources/benefits/leave.shtml>
- Facilities Management's **Resume and Interview Training** sessions to be held Thursday, October 31 and Tuesday, November 5 in the USB room 207C from 8:30 a.m. - 10:30 a.m. Learn how to be the most successful job candidate possible! Contact Deanna Glass (8-6422, glassdl@jmu.edu) to sign up.

Survey Results Highlights:

Newsletter

88% of respondents read the FM newsletter sometimes or always
The majority (61%) prefer having *monthly* issues of the newsletter
Most respondents felt that newsletter was entertaining, useful and the right length
Biggest suggestion is to distribute more color paper copies

Banquet Committee

84% of respondents feel it is important to continue with the Banquet Committee
Funded events / activities:
75% view the summer picnic as important
61% felt that Halloween treats were not important
73% feel that the Christmas Banquet is important
Fundraisers in which staff are most likely to participate: sandwich sales, ice cream sales, 50/50 cash drawing, gas card raffle, and money raffle
Popular suggestions / comments: hold banquet committee events at the JMU farm, pay a few dollars to attend summer picnic, we shouldn't have to pay for the Christmas Banquet, sell more BBQ

Banquet Committee Announcements

- Congratulations to Marvin Gooden who won \$100 in the 50/50 raffle! Thanks to all who participated!
- Weekly ice cream sales are typically every Tuesday and Thursday at noon in the hallway in front of the USB lunchroom. Sales will finish at the end of October, but ice cream is available all year in Work Control.
- Monthly ham, roast beef, and pork sandwich sales are the third Wednesday of the month at noon in the hallway in front of the USB lunchroom.
- The FM Christmas Banquets for day and night shifts are tentatively scheduled to be held Wednesday, December 18.

FM Snapshots



(L-R): Landscapers Danny Lucas, Eric Sours, Glen Myers, and Patrick Puffenbarger working a football game at the stadium



(L-R): Landscaper Aldine Cubbage, Fire Alarm/Auto Sprinkler Tech Mitchell Propst, and Landscaper Jeremy Thompson



Construction Engineer Tim Shantz and the new basketball court at the Convocation Center

Service Awards *Congratulations!*

5 Years

Craig Short
 Donna Simmons
 Mary Gibson
 Amanda Short
 Mary Miller
 Habibe Shabani
 Joseph Burbank
 Randy Markanich
 Barbara Myers
 Brenda Hottinger
 Sandra Casady
 Rebecca May
 Holley Arnott
 Aaron Conard
 Wayne Lucas
 Sherry Reed

Dale Moyer
 James Bales
 Michael Leecy
 Lee Paixao
 Steve Lackner
 Mitchell Propst
 Shane Long
 Victor McManaway
 Keron Hutchinson
 Roger Monger

10 Years

Donna Saufley
 Helen Carper
 Joyce Hensley
 Theresa Shifflett
 Yolanda Morris
 Todd Shifflett

Jeanette Wright
 Nola Smith
 Jackie Henderson
 Patsy Delawder
 Lisa Dunivan
 Patrick Puffenbarger
 Charles Kiser
 Danny Thomas
 Lowell Miller
 Dan Adkins

15 Years

Win Hunt
 Jackie Hamilton
 Donna Moyer
 Bruce Helsley
 Esther Wright
 Richard Morris

David Winegard
 Dwight Wallace
 Jason Rexrode
 Mark Campbell
 Jeremy Andrew
 Jay Custer

20 Years

Stacey Grimsley
 Ken Fox
 Rodney Lam

25 Years

Kathleen Whetzel
 Eula Gammon
 Nathan Mitchell
 Diana Taylor

30 Years

Don Hobbs

FM Birthdays October

Gwen Charles 10/1	Donna Fink 10/2	Cinda Ringle 10/4	Keith Samuels 10/4
Danny Lucas 10/5	Lisa Bauer 10/7	Josiah Hansen 10/7	Brigado Abonza 10/8
Bryan Falls 10/8	Gary Falls 10/8	Jessica Herring 10/8	Mike Morris 10/8
Tim Plecker 10/9	Jared Combs 10/10	Shane Long 10/11	Tim Shantz 10/11
Mary Miller 10/13	Dale Dinges 10/15	Jonathan Paynter 10/16	Timmy Price 10/17
Mark Sayre 10/17	John Sherman 10/18	Brenda Pettit 10/20	Jeff Kratzer 10/21
Brandon Lucas 10/23	Phyllis Spitzer 10/24	John Fadely 10/25	Tony Holt 10/25
Ory Smith 10/25	Amber Custer 10/26	Lisa Day 10/26	Rob Miller 10/26
Ruth Jarrett 10/27	Phil Mason 10/28	Terry Rodeffer 10/28	Michelle Caplette 10/29
Lewis Ferguson-Davie 10/29	Christopher Williams 10/29	Judy Blosser 10/31	Greg Merica 10/31