

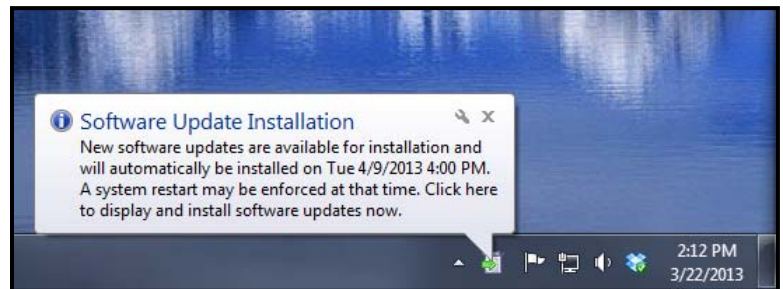


USB News Facilities Management April 2013



FM Notes

- ◆ **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. JMU Transportation will provide shuttle service. Further details on the shuttle schedule and the exact meeting schedule will be sent in late April.
- ◆ **Renovation of Duke hall** began in July of 2012. The scope of work includes renovations of Duke as well as an addition. The purpose of the renovation and expansion is to devote the facility to the School of Art and Art History. The project is expected to be completed December 2013. Scott Wachter is the FP&C manager for the project.
- ◆ **Wage hours:** As you may be aware, the Governor's proposed amendment to the Manpower Control Program mandates "wage employees in all branches of government may not work more than 29 hours per week on average over the course of a year" for purposes of mitigating the potential financial impact of the Patient Protection and Affordable Healthcare Act on the Commonwealth. The Governor enacted the amendment on February 13, 2013 for higher education institutions. Details will be communicated as they develop.
- ◆ **Choices** is a program where admitted freshmen and their families visit the campus. Dates for the next Choices events: April 12 and April 15.
- ◆ **2013 Benefits Open Enrollment** dates are Wednesday, May 1 – Friday, May 24 for health insurance benefits, Flexible Reimbursement Accounts (FRA), and AFLAC supplemental insurance.
- ◆ Campus provides **updates to Microsoft Windows** and other supported software. A popup located by the clock on the desktop gives you a date and time that the updates will automatically be installed. This may cause your computer to reboot. You can click the popup anytime before the listed date and time to force the update to install when it will not interrupt your work. It is recommended to install the updates as soon as possible.
- ◆ **JMU Employee Appreciation Day** will be on Thursday, May 9. No further details available at this point.
- ◆ The former **Rockingham Co-op Building** is being demolished to make way for an overflow gravel parking lot.



Please be advised that schedules for Facilities Management will not be modified for Summer 2013. However, other departments may adopt a modified schedule which could affect customer availability. This note serves as a friendly reminder in preparing for possible schedule changes that may impact you.

As previously announced, *public business* hours will be 8 a.m. – 5 p.m., Monday – Thursday and 8 a.m. – noon on Fridays; modified schedules will begin May 6 and end August 16, 2013.

 **FM Snapshots - Inauguration Preparation**



Electricians Mark Campbell and Chris Nazelrod check the generators on the Quad



Utilities workers David Jetton, Red Comer and Paul Sherman prepare to hang a large banner in the Festival ballroom



Carpenters Tim Price and Tim Dean set up a cupcake display at Wilson Hall

Banquet Committee Announcement:

- ◆ 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.
- ◆ Thanks to those who supported the BBQ sandwich fundraiser!
- ◆ Ice cream sales to resume in May

Relay for Life at JMU

Sat, April 13, 2013 7:00 PM - Sun, April 14, 2013 7:00 AM

Hillside Field (Taylor Hall - TDU)



Relay For Life at JMU is a fundraising effort that benefits the American Cancer Society. The American Cancer Society's Relay For Life celebrates the lives of people who have battled cancer, remembers loved ones lost, and fights back against the disease.

Relay For Life is an overnight relay-style event where teams of people camp out around a track. Members of each team take turns walking around the track for the duration of the event. Food, games, and activities provide entertainment and fundraising opportunities. It is a family-friendly environment for the entire community. Because it's a relay, you're not required to be there the entire time.

FM Birthdays for April

Angela Harper 4/2	Bill Baker 4/2	Hope Smith 4/2	Pierce Pitsenbrger 4/6	John Keplinger 4/7
James May 4/7	Sandra Nesselrodt 4/7	Steve Tennyson 4/7	Tony Kitta 4/9	Marvin Gooden 4/10
Terry Grimm 4/12	Chris Cooley 4/14	Jonathon Gordon 4/14	Jeff Knicely 4/14	Miranda Eppard 4/15
Greg O'Shell 4/15	Rose Hofecker 4/16	Kay Lam 4/16	Jeff Holbert 4/17	Melissa Borrer 4/18
Aaron Conard 4/18	Linda Hensley 4/18	Bobby Jenkins 4/18	Esther Wright 4/18	Steve Smith 4/21
Preston Fitzwater 4/24	Don Hobbs 4/24	Justin Stilson 4/24	Brenda Hottinger 4/25	Jeremy D Miller 4/25
Jackie Hamilton 4/26	Debbie Towe 4/26	Heide Horne 4/27	JoAnne Shook 4/27	James Frank 4/28
Wayne Hensley 4/28	David Jetton 4/28	Cecilia McDonald 4/28	Diana McNett 4/28	Robbie Campbell 4/29
Tim Dean 4/29	Michael Lucas 4/29	Albert Buracker 4/30		

Regular contributors to the newsletter: Carlene Heatwole, Melissa Mayhew, Michelle Small, Deanna Glass, Kathy Kirtley, Kathleen Whetzel