Focus on Facilities  
August, 2018  
Volume 17, Issue 9

Our Mission: Facilities Management makes UND Exceptional by committing to fiscal responsibility, outstanding customer service and excellent workmanship, and by delivering clean and comfortable buildings and exterior spaces that are aesthetically pleasing.

Facilities Summer Hours

Facilities Summer Hours will end: Friday, August 17th

Regular work shifts will resume: Monday, August 20th.

The Parking Office will revert to an 8-hour day starting Monday, July 30th.

**UND Classes resume:**

Monday, August 20th

Parking Permits


Effective changes:

- PR zone at the Airport will no longer be available. The park and ride zone on campus is the lot northeast of The Ralph.
- Zone changes in several lots, including the new lots opening soon. [See map.](#)
- Only three vehicles are allowed on your parking permit.
- All outstanding parking citations must be paid in full before a 2018-19 parking permit can be purchased.
- Some fines have increased, see [Parking Website](#) for details.

Other important information and links:

- Available for purchase [online only](#). No need to wait in line.
- Immediate access to campus once permit is purchased and linked to a license plate.
- If you have no license plate, add the last eight digits of the VIN in the plate section.
- Rentals/loaner vehicles must be added by Parking Services.

For additional questions about parking on the UND campus, contact Parking Services at 701.777.3551, or parking@UND.edu.

Core Value: Excellent Quality of Service
Human Resources
Update

New Hires

Lance DiAngelis:
Training Coordinator,
July 16, 2018

Linda Jenson:
Academic BST
July 23, 2018

Donated Leave Requests:
Sick and Annual leave donations are sought for:
Stephen Vogt, Mail Courier
Please return completed donation of leave forms to Sarah Quanrud, Facilities Management, Stop 9032.
Forms can be found at http://und.edu/finance-operations/human-resources-payroll/files/docs/donated-leave-form.pdf. All donations are kept confidential. Thank you in advance for your generosity.

Employee Spotlight:
Eric McCoy, Building Services Technician

What is your job at Facilities?
Building Services Technician at Wilkerson Commons.

What do you like about working at Facilities?
I get to work with great people. Satisfaction when people say it looks clean around here. I get to go home and not think about it because I know I did a good job.

What is the funniest thing you have seen/experienced at work?
Throughout my day there are a lot of different smells.

Before working here, what was the most unusual or interesting job you’ve ever had?
Working for Lewis and Clark State Park. I was a park maintenance worker. We mowed grass, trimmed trees, painted and fixed signs. We did whatever was needed to make the park look beautiful.

Tell us a little about yourself and/or your family.
I grew up in Williston ND. I have 2 brothers and a sister. Both of my brothers and I are eagle scouts. Six people in my immediate family are Doctors.

Tell us something about yourself that would surprise us.
I have a bachelor’s degree in Natural Resource Management.

Motto or personal mantra?
Be prepared.

What do you like to do in your spare time: hobbies/interests, etc.?
Volunteer with the boy scouts and my church. I like to go camping. I have been on 5 missionary trips in the United States. I just returned from Costa Rica as I was helping build a greenhouse and made furniture out of pallets for the guy who runs the campus ministry.

Core Value: Excellent Customer Services
Electrical Safety

Sound safety practices can help minimize electrical hazards and cut down the risk of accidents.

Protecting yourself at work:

- Only trained, qualified and authorized employees are permitted to work on electrical equipment
- Inspect equipment, tools, machines, lights and extension cords to make sure they are in good repair and operate accordingly
- Close electrical control panels and cover receptacle boxes
- Use equipment and tools the way they are designed to be used
- Report immediately any damage or defective equipment, power hand tools or machinery
- Look for posted signs that identify electrical hazards
- Follow lock out/tag out procedures

---

Energy and Sustainability News — Michael Nord

Recycling averaged 20% for the Fiscal Year. We did see an increase in May as compared to the previous 2 years although a sharp decrease in June. In the recycling world there has been an increased focus on contamination in the recycling streams. While we try to increase the recycling efforts we must also be cognitive of what we are placing into the recycling. If a load of recycling becomes contaminated with items such as branches, plastic bags, etc., the load may end up in the landfill in which case all the effort is wasted and ultimately increasing landfill costs. We encourage you to make suggestions of possible opportunities to your supervisor or contact Michael at 72333 or email to Michael.k.nord@und.edu.
Thank You from UND’s First Lady

The Following was addressed to Dale Kadelbach and Landscaping:

Thank you for all the beautiful PINK flowers around campus this season! I think bringing our floral color scheme together around our school colors really enhances our campus.

Thank you too for your work on the Soaring Eagle Prairie Garden Committee. Who knew that we would attract the interest of the larger University Community and become part of the library and quad design? I am so pleased that this happened and want to thank you for your work to that end!

Pink and Green Forever—Debbie Kennedy

Habits of Highly Effective People — Spot 5 of 6

Learn something new. Increase your value as a worker by gaining a new skill. Take an online class or get certified in a particular area to show your willingness to learn and your ever-growing skill set.

Warehouse — New Part #’s

<table>
<thead>
<tr>
<th>Part #</th>
<th>Requester</th>
<th>Description</th>
<th>Category</th>
<th>UM</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.2755</td>
<td>P. Mattson</td>
<td>Bristol Passage Set BRI-30 CAL Royal US26D</td>
<td>Locksmith/Lock/Cylindrical</td>
<td>EA</td>
</tr>
<tr>
<td>1.2756</td>
<td>P. Mattson</td>
<td>Lockset Cylindrical Institutional Best 9K37W14DSTK626</td>
<td>Locksmith/Lock/Cylindrical</td>
<td>EA</td>
</tr>
<tr>
<td>1.2757</td>
<td>P. Mattson</td>
<td>Lockset Cylindrical Entrance Best 7KC27AB14DSTK626</td>
<td>Locksmith/Lock/Cylindrical</td>
<td>EA</td>
</tr>
<tr>
<td>1.2754</td>
<td>D. Conley</td>
<td>Floor Primer C-56 120 Yards Coverage Tandus</td>
<td>Building Material/Floor/Misc.</td>
<td>PAIL</td>
</tr>
<tr>
<td>1.2753</td>
<td>D. Conley</td>
<td>Floor Primer C-36 40 Yards Coverage Tandus</td>
<td>Building Material/Floor/Misc.</td>
<td>PAIL</td>
</tr>
</tbody>
</table>

Nominate someone for a U-Shine Award

This award is presented monthly to a UND staff member who went out of his or her way to make UND a better place.

UND faculty, staff, students and public are encouraged to nominate and recognize those who did something special or extraordinary to assist a colleague, supervisor, student or family.

The winner receives a certificate, $50, and is recognized before their co-workers and supervisor for their efforts. The recipients are eligible to be considered for an annual award of $250 which is presented at the Staff Recognition Luncheon in May.

To Nominate someone — Go to:  www1.und.edu/staff-senate/ushine.cfm