



# THE FM VOICE

## ASU FM WELLNESS PROGRAM



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### Special points of interest:

- Compensatory Time
- Fall Festival
- Bee Removal
- Touching Lives
- Birthday & Service Dates
- Michelle Summers



- Al Stoverink

Director of Wellness and Health Promotion are partnering to launch a more structured program that is geared to achieve improved fitness for all participants. The new program is set up on a Fall Semester and Spring Semester enrollment basis just like a regular class. It will include an enrollment process in August and in January wherein the Director of Wellness and Health Promotions, Chris Enger, takes certain health measurements, and an on-line record keeping process to track activity levels. At the end of the semester health measurements are taken again so the participant can evaluate their progress.

significantly reduce health care costs over the long run. Whatever our stage of wellness, there is some level of fitness activity that can improve our overall health. This is a great opportunity and the Facilities Management Department program is intended to make this opportunity available to all in a way that is most likely to be successful for each individual. With Chris Enger's assistance, each person can customize a program that fits their particular needs and abilities. If you have not already done so, consider giving yourself a gift by participating in this worthwhile program.

One of the extraordinary benefits available to staff working at Arkansas State University is the opportunity to participate in a wellness class or physical fitness activity or some combination thereof—utilizing up to three hours of the work week “on company time”. This time is allowed in lieu of enrollment in a regular curricula class which is one of the educational benefits offered by the University.

Participation in this wellness program is a free benefit service offered by the University. Staff members who participate in accordance with measurement and recording as noted above are allowed 3 hours out of their regularly scheduled work week to perform whatever fitness activity they enrolled for and/or attend any wellness class that may be offered during the semester.

My hope is that each of you will participate and use this opportunity to launch a lifelong change in habits that will enhance your quality of life.

In keeping with the essential purpose of this benefit program, Facilities Management and the

Fitness and overall wellness are characteristics that can make life much more pleasant, as well as





## Process Clarification of Compensatory Time Use



- Michelle Summers

**Banner** is ASU's official payroll system, this accounting and tracking procedure records employee's sick leave, annual leave and compensatory time balances. All of ASU's time accounting must be entered into the **Banner** electronic system. In order to ensure that comp time is accounted for correctly, employees will no longer be able to utilize or take compensatory

time off prior to the balance appearing in the Banner system.

In other words an employee cannot take off compensatory time unless they have an existing balance available in the Banner system. Banner does not update compensatory time earned until payroll runs the updated process which is usually 3 working days before the actual pay date. Therefore, when you view your compensatory time earned balance in Banner that is what is available for use until the next approval cycle.

This procedure is designed to ensure that employee's are receiving all comp time that he/

she has earned and used. Keeping an unofficial paper trail that is not electronically recorded is a violation of audit procedures as well as creating improper recording of data that ASU reports to the State of Arkansas monthly regarding compensatory time usage.



*"Time is what we want most, but what we use worst."*

*William Penn*

**"How can a society that exists on instant mash potatoes, packaged cake mixes, frozen dinners, and instant cameras teach patience to it's young."**

**-Paul Sweeney**

## Like To Eat?



- Carol Arrington

(Who doesn't?)

There is a rumor there's a recipe book in the making! Yes!

And that rumor is true!

Please be a part of the much anticipated collection of delicious recipes. We are now asking you to share your beloved family recipes with the rest of us. You may drop your recipes into the specially

marked box in the FM Meeting Room. Please print the recipes as clearly as possible. You may also turn them in to a secretary/team leader or e-mail to [carrington@astate.edu](mailto:carrington@astate.edu). If you prefer not to rewrite the recipes, please feel free to ask a secretary to make a copy of it.

Also, we would like to have some personal stories or special memories that go along with the recipe to include in the book.

Guys— this is your chance to include your special "wild game" recipes that are often overheard being discussed during the lunch hour!

The recipe book will include salads, meats, main dishes, vegetables, breads, soups, quick & easy meals, and des-

serts. Also, we are seeking recipes that are well-suited for diabetic diets. If it is edible, we want it!

Our target date is to have these printed and ready for sale during the month of December. Great gift idea!

We are expecting a great response and want you to be a part! So start looking through your recipe files and selecting those special recipes you want to share.

Also, we are seeking a "catchy" title for the recipe book. Please write down your ideas along with your name and phone number and drop into the "RECIPE" box in the FM Break Room. The winner will win a free recipe book and prize.



## FM Implements Employee Recognition Program



- Lanny Tinker

Facilities Management recently implemented an Employee Recognition Program. The purpose of this program is to provide staff, administration and the university community a clear understanding of methods and techniques to recognize and acknowledge individual and team service and/or performance. Staff recognition is a motivating factor that provides employees with increased job satisfaction and encouragement to perform their jobs more effectively. The Employee Recognition Program offers five types of awards.

One way to recognize employees is through Kudos Cards. These can be given to thank or congratulate a person for his or her efforts. This appreciation and/or acknowledgment can be presented for: service, performance, effort, courtesy, efficient or effective work; all FM employees (full time, part time, temporary or student) are eligible. Kudos cards are available on-line at our FM web site at <http://facilities.astate.edu/> and then click on the Employee Recognition Program.

Faculty, staff or other people wishing to recognize a FM staff member or team can either print a copy then either mail to Facility Management attention Allison Jordan, administrative secretary [ajordan@astate.edu](mailto:ajordan@astate.edu) or email the Kudos Card to the employee. Kudos card will be posted on FM Wall of Honor which is to be constructed in the near future and will be located on the east wall of the FM Meeting Room. In the interim a temporary display has been installed on the north east

wall of the same room.

For more details about, attendance, safety, employee of the quarter and employee of the year awards please view on-line at our Facilities Management home page <http://facilities.astate.edu/> under our policies section or quick link to the Employee Recognition Program.

Thank you to Charles (Steve) Nichols, Dave Atherton, Christie Ezell, Diane Andrews, Glen Broadway, Helen McCoy, Jerilyn Miller, Kathy Hicks, Lisa Brown and Terri Reithemeyer for serving on the task force to implement and develop this program.



## Facilities Management's 2008 Fall Festival

- Dee Dotter

The 2<sup>nd</sup> annual Facilities Management Fall Festival will be held on October 4<sup>th</sup> at the ASU Pavilion.

A fun filled day with food and activities has been planned. There will be the famous dunk tank with tickets being sold at 3 balls for a dollar. A few of the activities will consist of a horse-shoe tournament, bingo, bouncers, washer boards and many more activities.

The menu planned for the day will be hamburgers, potato salad, baked beans and chips. Deserts will be provided by FM families so bake your favorite for all of us to try. We look forward to seeing all the families from Facilities Management participate this year!

If you have any questions or would like to volunteer, please consult Dee Dotter at [ddotter@astate.edu](mailto:ddotter@astate.edu) or call extension 4733.



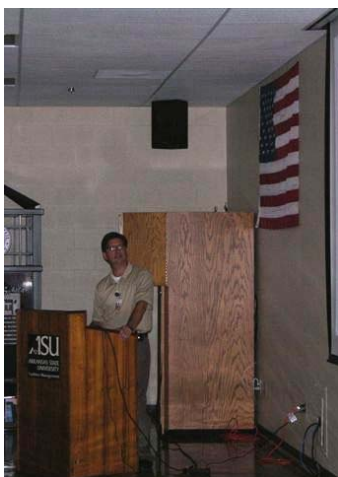
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## Updated Service Vehicle Access Routes for Campus Core



- Terri Reithemeyer

Arkansas State university made the decision to close the campus core in conjunction with the construction of the Student Union Project. In 2004, a campus group began studying vehicle service circulation and emergency access routes. Those recommendations and findings became the founda-

tion for this policy that was implemented in February of 2005. Earlier this year, the University again had a campus group review the physical changes that had occurred in the campus core due to construction activities, as well as identify heavy service parking needs. The group reviewed the initial routes and how they interacted with pedestrian safety. With this review, changes in our *FMOP: Service Vehicle Operation, Access Routes and Parking within Campus Core* occurred. Realizing the hazards of driving on the core campus established the need for updating the service vehicle routes to help get around foot traffic.

On July 30<sup>th</sup>, Facilities Management held a live training over the updated *FMOP: Service Vehicle Operation, Access Routes and Parking within Campus Core* and Service Vehicle Map. Bill Hall, University Planner and Landscape Archi-

tect, and Lanny Tinker, Associate Director of Facilities, presented the training to over 267 ASU employees (full-time, 40-hour temps and students) that drives any ASU vehicles within the campus core.

The up-dated *FMOP: Service Vehicle Operation, Access Routes and Parking within Campus Core* and the revised Service Vehicle Map can be found on our website at <http://facilities.astate.edu/index.html>.



**"Nothing is a waste of time if you use the experience wisely."**

**- Auguste Rodin**



## Special Thanks!

- Lanny Tinker

Thank you to Cameron Martin, David McKinney, Helen McCoy, Wade Smith, Phillip Ladd, William Hall, Patrick Dixon and Lanny Tinker for service on the university committee to update this policy.



## Defensive Driving Course Offered at ASU



-Terri Reithemeyer

On July 21<sup>st</sup>, Facilities Management offered ASU drivers the Smith-Systems Advanced Driver Training. The instructor for this training was Roland Robinson from the Risk Management Division of the Arkansas Insurance Department in Little Rock. This is the second year Facilities Management has held this training.

The Smith-System Advanced Driver Training provides drivers with both classroom and behind the wheel experience. The course included a 2 ½ hour classroom session and three hours of real-world driving instruction.

Smith System leads professional driver training with **“Five Keys of Space Cushion Driving”**, focusing on the core driving fundamentals of space, visibility and time. The company also provides supplements for this on-site training with an extensive video and DVD library, Web-based courses and the SmithSAFE fleet monitoring program.

Over half of today’s Fortune 500 companies use Smith System’s results-oriented driver safety training and education to reduce collisions and increase fleet revenue. Personal and job related vehicle collisions disrupt schedules, robbing employees of valuable work time. Injuries, deducti-

bles, vehicle repair, replacement and administrative processing combine to drain productivity. As a means of enhancing productivity and reducing overall costs, all employees can benefit from programs like these, and should take interest in reducing the frequency of vehicle collisions.

Employees 55 years of age or older that completed this approved course qualify for reduction in personally owned vehicle premiums, according to Ark. code Ann. 27-19-608. Some insurance companies give this discount to employees under 55, but it is not required by law. Each successful participant received a certificate of completion that their insurance company can use to check eligibility for discounted insurance premiums.

Carol Arrington stated that *“The classroom part covered the basics of defensive skills while driving.”*

Recounting the basics:

A – Aim high (look down the road)

G – Get the big picture

K – Keep your eyes moving

L – Leave yourself an out

M – Make sure other drivers see you

*“Mr. Robinson also discussed*

*how to utilize these points to ensure safer driving practice,” added Carol. “During the driving portion, we learned how to apply these concepts to actual road conditions. My insurance company, State Farm, gave me a discount of 5 percent on my vehicle insurance premium for taking this training”.*

Gary Holder stated that *“The course was very good overall. The driving part was very educational and hands on. Mr. Robinson also touched on fuel saving tips.”* Gary sends this message to all ASU employees: *“Even if your insurance company does not offer discount for taking this course, the course is well worth taking.”*

Congratulations to those ASU employees that received certificates for completing the Smith-System Advanced Driver Training program: Carole Arrington, Ray Ferguson, D.A. Davis, Kyle Cooper, Larry Southard, Dwain Lutrell, Tony Bittle, Jimmy Crocker, Natalie Johnson-Leslie, Mark Clark, Gary Holder, Mark Osborn, Craig Cummings and Jeff Ball.

Special thanks goes out to our instructor Roland Robinson from the Risk Management Division of the Arkansas Insurance Department in Little Rock for bring this driving awareness program to our employees.



From left to right Natalie Johnson, Craig Cummings, Tony Bittle, Jim Crocker and Roland Robinson.



***“ I think I’ve discovered the secret of life—you just hang around until you get use to it.”***  
***-Charles M. Schulz***



## Myths on Fuel Savings



-Helen McCoy

Instead of a safety article this month, I thought some information about saving gasoline might be more helpful.

Here are a few myths about fuel savings:

**Myth:** buy gas early in the morning you get more.

**Truth:** fill up when you get down to half a tank. A full tank of gas

will slow evaporation because there is less air in the tank.

**Myth:** using the air conditioner uses more gas.

**Truth:** using the AC while in slow moving traffic or sitting at stop lights does use more gas. At 55 mph the wind drag caused from open windows uses more gas than the AC does. Roof top racks and wind or bug deflectors also cause drag which eats up fuel.

**Myth:** more air in your tires will get better mpg.

**Truth:** yes it will but over inflating tires makes stopping and turning harder and more dangerous, driving closely behind trailer truck is not safe either. It's just not worth it.

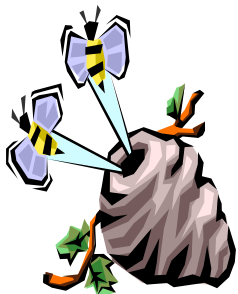
**Myth:** you get better mileage with premium gas.

**Truth:** you do but not enough to make up the difference in price.

There are things that you can do to help alleviate the sticker shock at the pumps. You can buy a more fuel efficient car, carpool and remove any thing from your car that doesn't have to be in there. You can plan your route to avoid traffic and stop lights. Don't make a trip for just one stop or one thing; cold engines use more fuel than warm ones. If you have cruise control, use it. Slow down and drive as if your brakes don't work.

*" You can find your way across this country using burger joints the way a navigator uses stars."*

Charles Kuralt



## University Hall Bee Removal



-Larry Darr

ASU's bee problem began in about 1998 and 1999, when a colony of bees constructed a honey comb on the outside of University Hall. In efforts to eliminate the problem, ASU called in the Jonesboro Fire Department to remove the comb with their high pressure water hose.

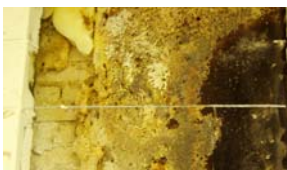
meant that the bees had returned and constructed a hive between the inside wall and the brick.

Soon after discovering the honey, a decision was made to hire a licensed bee exterminator. The bee exterminator was able to locate the hive and euthanize the bees.



In the fall of 2007, Facilities employees began to see a substance that appeared to be water coming out of the small vents holes in the brick of University Hall. Upon further investigation, the unknown substance appeared to be honey. Discovering the honey

Once the bees were eliminated, employees were able to remove pieces of the wall allowing the exterminator to begin extracting the honey comb. Once the extraction was finished, it was found that approximately 10 gallons of honey and comb were removed from inside the wall.





## Play Well With Others: Develop Effective Work Relationships

**“No matter your education, your experience, or your title, if you can't play well with others, you will never accomplish your work mission.”**

-Susan Heathfield

Effective work relationships form the cornerstone for success and satisfaction with your job and your career. How important are effective work relationships? Effective work relationships form the basis for promotion, pay increases, goal accomplishment, and job satisfaction.

The Gallup organization studied indicators of work satisfaction. They found that whether you have a best friend at work was one of the twelve key questions that predicted job satisfaction.

A supervisor in a several hundred person company quickly earned a reputation for not playing well with others. He collected data and used the data to find fault, place blame, and make other employees look bad. He enjoyed identifying problems but rarely suggested solutions.

He bugged his supervisor weekly for a bigger title and more money so he could tell other employees what to do. When he announced he was job hunting, not a single employee suggested that the company take action to convince him to stay. He had burned his bridges.

These are the top seven ways you can play well with others at work. They form the basis for effective work relationships. These are the actions you want to take to create a positive, empowering, motivational work environment for people.

**Bring suggested solutions with the problems to the meeting table.** Some employees spend an inordinate amount of time identifying problems. Thoughtful solutions are the challenge that will earn respect and admiration from coworkers and bosses

**Don't ever play the blame game.** You alienate coworkers, supervisors, and reporting staff. You may need to identify who was involved in a problem. But, not my fault and publicly identifying and blaming others for failures will earn enemies. These enemies will, in turn, help you to fail.

**Your verbal and nonverbal communication matters.** If you talk down to another employee, use sarcasm, or sound nasty, another employee hears you. We are all radar machines that constantly scope out our environment.

**Never blind side a coworker, boss, or reporting staff person.** If the first time a coworker hears about a problem is in a staff meeting or from an email sent to his supervisor, you have blindsided the coworker. Always discuss problems, first, with the people directly involved who "own" the work system. Also lynching or ambushing your coworkers will never build effective work alliances. Without alliances, you never accomplish the most important goals.

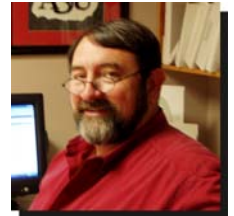
**Keep your commitments.** In an organization, work is interconnected. If you fail to meet dead-

lines and commitments, you affect the work of other employees. Always keep commitments, and if you can't, make sure all affected employees know what happened. Provide a new due date and make every possible effort to honor the new deadline.

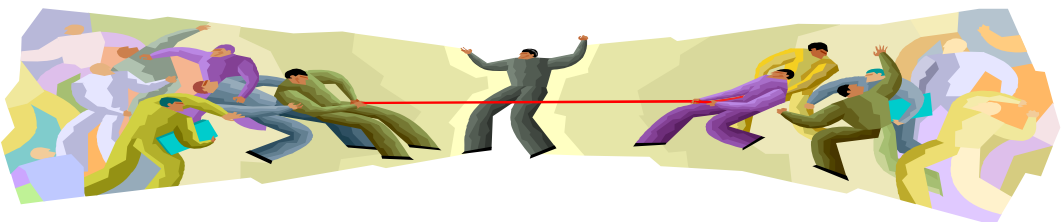
**Share credit for accomplishments, ideas, and contributions.** How often do you accomplish a goal or complete a project with no help from others? If you are a manager, how many of the great ideas you promote were contributed by staff members? Take the time, and expend the energy, to thank, reward, recognize and specify contributions of the people who help you succeed.

**Help other employees find their greatness.** Every employee in your organization has talents, skills, and experience. If you can help fellow employees harness their best abilities, you benefit the organization immeasurably. You don't have to be a manager to help create a positive, motivating environment for employees. In this environment, employees do find and contribute their greatness.

If you regularly carry out these seven actions, you will play well with others and develop effective work relationships. Coworkers will value you as a colleague. Bosses will believe you play on the right team. You'll accomplish your work goals, and you may even experience fun, recognition, and personal motivation. Work can't get any better than that.



*“It is much easier to be critical than to be correct.”*  
**Chinese Proverb**





## Touching People's Lives



-Glynn Green

Do you ever think how we as individuals can touch someone live by our daily actions or attitudes?

Pick one day, any day and count how many people you come in contact with, by phone, or shopping or even a drive thru window, you might be amazed.

The job that I'm currently doing right now I see about forty people in person or by phone. If each of those forty people, sees at lease forty people we are looking at about sixteen hundred people a day. So therefore, if we start the day off with a kind word or a happy jester and it twinkles down the chain, we should have a party going on by the time we lay our heads on the pillow.

But on the flip side of the coin, if we are having a bad day and we come across as mad or unhappy, not from anyone thing that has happen, this action will also come across about sixteen hundred people.

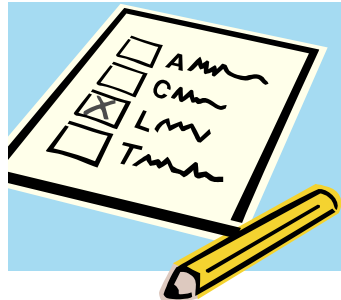
So everyone needs to ask themselves, "How do you want to influence the world today"?

Take that thought you have and share it with forty people, it might just turn into an action later down the line. So everyone should beware and be couscous of how they effect the world around them.



"The people who give more (time, money, kindness, love, ideas) have more of these things because that's the balance. And balance is the natural law of life."

## 2008 AVC Board Elections



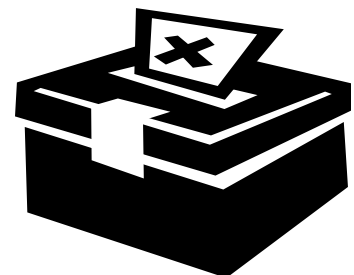
-Allison Jordan

The AVC Advisory Board and staff of Facilities Management would like to welcome the newest members to our AVC Board. Don Neldon, Patricia White, James Jones, Shauna Mc Lard, Adam Prestidge, Billy Pierce and Kyle Cooper.

AVC Advisory Board elections were held on Tuesday, August 12<sup>th</sup>. The AVC Board is made up of twelve Facilities Management employees who are elected through a majority vote by their peers. Each position is elected to serve a two year term and is to assist the AVC in identifying problems that may arise in the departments. The mission for our AVC Board members is to suggest solutions and/or corrective actions as to improve the work process and procedures. They will help improve the work environment, make operations more effective and efficient and assisting the AVC in any way possible to

insure that ASU becomes a leader in education and service to students, parents, faculty and staff.

We would like to send out a huge thanks to Mark Clark, Gerald Adkisson, Larry Darr, Clay Hurn, Dee Dotter, Mark Wade, and Alicia Green for their years of dedicated service.





## A Suggested New Approach; Backward Planning

Begin with the End in mind....  
 .....A defined End State .....  
 state the Bottom Line Up Front  
 (BLUE)

If your goal is to completely change the way Facility Management conducts business within the next 10 years, where do you start your planning process? Or, if your team needs to accomplish a goal within a set time period where do you begin?

In planning, most of us would usually start building our plan from start to finish. What do you have to do first, second, third, and so on? What milestones do you have to reach before you can continue on with the next step in the plan? By what date does each step need to be completed? This is very open ended and usually leads to extended completion dates and/or uncompleted tasks.

### A Suggested New Approach; Backward Planning

This is a simple but lesser-used method of goal setting that can be powerful. It can show you other ways to achieve the same result, and it can help you deal with the necessary unknowns of goal setting that can so often cause you to give up on your plan entirely.

It's called backward planning, backward goal-setting, or backward design, and it's used quite often in education and training. The idea is to start with your ultimate objective, your end goal, and then work backward from there to develop your plan. By starting at the end and looking back, you can mentally

prepare yourself for success, map out the specific milestones you need to reach, and identify where in your plan you have to be particularly energetic or creative to achieve the desired results.

It's much like a good presentation, when the presenter tells you where he's headed right at the beginning. Then, as the presentation unfolds, it's easy for you to follow the concepts and think critically about what's being said. If you have to figure out the main points as they come, your energy is often used up by just trying to keep up.

#### THE BACKWARD PLANNING PROCESS

Here's how it works:

Write down your ultimate goal. What specifically do you want to achieve, and by what date?

Then ask yourself what milestone you need to accomplish just before that, in order to achieve your ultimate goal. What specifically do you have to do, and by when, so that you're in a position to reach your final objective?

Then work backward some more. What do you need to complete before that second-to-last goal?

Work back again. What do you need to do to make sure the previous goal is reached? Continue to work back, in the same way, until you identify the very first milestone that you need to accomplish.

When you read a backward plan, it doesn't look much dif-

ferent from a traditional forward plan. However, creating a backward plan is VERY different. You need to force yourself to think from a completely new perspective, to help you see things that you might miss if you use a traditional chronological process.

This can also help you avoid spending time on unnecessary or unproductive activities along the way. Furthermore, it highlights points of tension within the plan, showing where you'll need to be particularly creative to make the next step successfully.

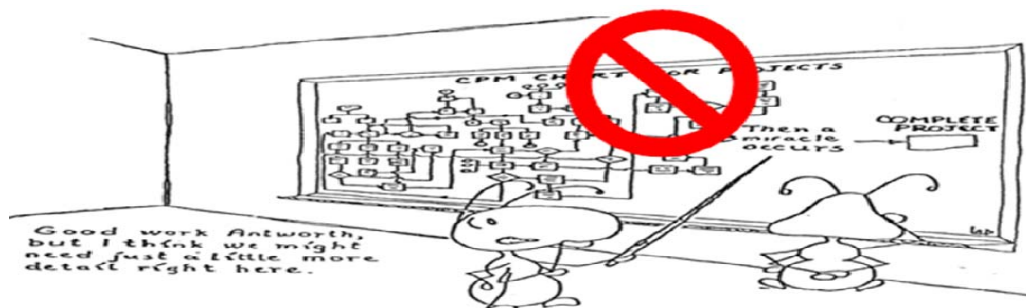
#### KEY POINTS

On the surface, backward planning doesn't seem much different from traditional goal-setting processes. You start with a basic vision, and then you ask yourself what needs to be done to achieve that vision. You can read your plan from the beginning to the end, or from the end back to the beginning.

Backward planning, however, is more than reversing the direction of your traditional plan. It's about adopting a different perspective and, perhaps, identifying different milestones as a result. It's a great supplement to traditional planning, and it gives you a much fuller appreciation for what it may take to achieve success. Also, by the very nature of this thought process a person easily identifies whether the start date needs to be adjusted. And, it becomes clear that with a disciplined approach to completion of milestones, the objective is 100% possible and most likely accomplished as intended and on time.



*"Success is often the result of taking a miss step in the right direction."  
 -Al Bernstein*





# New Employees

## Custodial Department Welcome New Employees

-Helen McCoy

During the month of July the Custodial Department welcomed two new employees.

Brandon Jones was born and raised in Jonesboro, Arkansas. His last position was at Enterprise Rent a Car where he performed jobs any were from car preparation to being a branch manager.

He is the proud father of a lovely 6 year old daughter name Bailey. He enjoys reading and working out when he is not doing his homework. Brandon attends ASU where he is majoring in education and history.

Brandon describes himself as disciplined, optimistic and funny. One interesting fact about Bran-

don is that he prefers to be called Dr. Jones.

Thelma Carroll came to us from L.A Darling in Paragould, were she worked as a general laborer. Her home town is Rockford, Illinois although she now lives in Jonesboro, Arkansas.

She is the proud mother of four grown children, David, Danny, Kathy and Dwayne. Her hobbies are swimming, walking, fishing, and dancing.

Thelma describes herself as kind, understanding and good to all people.

Please welcome Brandon and Thelma into the Facilities Management family.



Brandon Jones  
July 16



Thelma Carroll  
July 14

## Fall Community Calendar

### August 2008

- August 6th**- Make up Service Vehicle Routes @ 10 am
- August 12**- AVC Board Elections
- August 25**- Fall 2008 Classes Begin
- August 29**- Soccer -vs- UAPB, 5pm
- August 30**- Football @ Texas A&M, 6pm

### September 2008

- September 1**- Labor Day Holiday
- September 2**- Volleyball -vs- UT Martin, 7pm
- September 6**- Football -vs- Texas Southern, 6pm
- September 13**-Football -vs- S. Mississippi, 6pm
- September 20**-Football -vs- Middle Tennessee, 6pm
- September 21**-Soccer -vs- S. Louisiana, 1pm
- September 25**-Volleyball -vs- Lafayette, 7pm
- September 27**-Football at Memphis, 1pm
- September 28**-Volleyball -vs- Monroe, 1pm



## EMPLOYEE BIRTHDAYS

### August

Mia Taylor	11 <sup>TH</sup>	Custodial
Timmy Davis	15 <sup>TH</sup>	Landscape
Debbie Greenway	18 <sup>TH</sup>	Landscape
Robert Wrather	20 <sup>TH</sup>	Skilled trades
Kyle Cooper	28 <sup>th</sup>	Construction
Kay Childs	31 <sup>st</sup>	Engineering

### September

Michelle Summers	2 <sup>ND</sup>	Administration
Chris Steele	3 <sup>RD</sup>	Skilled Trades
Anthony Passalaqua	4 <sup>TH</sup>	Landscape
David Sprinkle	5 <sup>th</sup>	Construction
Billy Pierce	6 <sup>th</sup>	Skilled Trades
Justin Tittle	11 <sup>th</sup>	Skilled Trades
Martha Phillips	11 <sup>TH</sup>	Custodial
Patricia White	12 <sup>th</sup>	Custodial
Joe Phillips	15 <sup>th</sup>	Skilled Trades
Paula Broadway	16 <sup>th</sup>	Custodial
Jeff Gulley	20 <sup>th</sup>	Skilled Trades
Dee Dotter	25 <sup>th</sup>	Motor Pool
Anthony Simpson	26 <sup>th</sup>	Skilled Trades
Amber Jones	29 <sup>th</sup>	Business
Jerry Todd	29 <sup>th</sup>	Skilled Trades



**Everything has been said before, but since nobody listens we have to keep going back and beginning all over again.**

- Andre Gide

## YEARS OF SERVICE

### August

Wade Smith	1 year	Landscape
Andy Hill	1 year	Construction
Phillip Gatling	1 year	Skilled Trades
Darryl Brotemarkle	3 years	Skilled Trades
Grady Clark	3 years	Landscape
Diane Andrews	3 years	Custodial
Jerry Sailor	3 years	Skilled Trades
Rodney Lee	3 years	Skilled Trades
Glen Broadway	3 years	Skilled Trades
David Harmon	4 years	Skilled Trades
David Foster	7 years	Engineering
Christopher Cambron	7 years	Skilled Trades
Clay Hurn	8 years	Business
Timmy Davis	9 years	Landscape
Patricia Runyon	9 years	Landscape
Esther Boyd	10 years	Custodial
Michelle Morgan	11 years	Construction
Bud Gage	17 years	Landscape
Bobby Burton	20 years	Landscape
Raymond Ferguson	23 years	Skilled Trades

### September

Michael Moreland	1 year	Custodial
Terri Reithemeyer	1 year	Administration
Anthony Simpson	2 years	Skilled Trades
Eric Boling	2 years	Skilled Trades
Gilbert Freeman	3 years	Skilled Trades
James Mooney	3 years	Custodial
Karen Grantham	3 years	Custodial
Debbie Greenway	6 years	Landscape
David Handwork	7 years	Engineering
Helen McCoy	13 years	Custodial
Janis Cook	23 years	Construction
Linda Dickerson	28 years	Custodial
Hester Hall	32 years	Custodial
Terry Carty	39 years	Construction



***“If we could be twice young and twice old we could correct all our mistakes.”***

***-Euripides***





**Congratulations  
&  
Good Luck  
to  
Michelle Summers  
who has transferred to the  
ASU Human Resource  
Department.**

"One of the things I have appreciated most about Michelle has been her willingness to tell me when she thought I was wrong—particularly when she was right."

--Al Stoverink

Michelle Summers is really going to be missed at Facilities Management! Everything I have asked of her, (advice with counseling statement, etc.) she has helped me or guided me in the right directions. I am really happy that she has found a job, in which she has always wanted to do! I am truly going to miss her! -Mia Sheppard-Taylor

In friendships fragrant garden, there are flowers of every hue. Each with its own fair beauty and its gift of joy for you. I will truly miss you.

Thanks for everything

-Judy Hass

Where'd she get the idea she could leave?

-Terry Carty

**Michelle you will be missed!!**

