

# THE FM VOICE



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## FM RESTORATION OF MEMORIAL

-by Jon Carvell

Originally proposed as a highway memorial to World War II veterans in New Jersey, Blue Star Memorials have since come to encompass all service men and women whose sacrifices have shaped our nation. The Garden Club of New Jersey began work on the project in 1944, which was slated as a nationwide living memorial to stretch across the country in a series of dedicated highways. No billboards were allowed on the portions committed to Blue Star Memorials.

Over the years several changes were made to the memorials. In 1951 they were expanded to include all members of the armed forces; present, past and future. The program went beyond just highways in 1981 to include parks and civic and historical grounds as sites for Blue Star Memorials. 1994 saw the words, "A tribute to the Armed Forces of America" added as well as identification of the parent sponsoring organization.

The blue star of the World War II service flag inspired the

original design. Today the star offsets an army green background and a brown circle. The circle represents the spilled blood of our soldiers lost at war. FM Painter Robert Hobbs restored the memorial to its original color.

Our own veterans, below, were on hand for the ceremony. Gary Mitchell, Jerry Bailey, Ray Ferguson, Woody Haynes, Joe Phillips, Larry Southern, Dewayne Powell, Will Scheiderer and Andy Hill participated in the rededication.



## Blue Star Memorial Bed Renovation

-by Evelyn Weatherford

Over the past several years, the Grounds department has maintained the Blue Star Memorial bed to status quo, removing shrubs as they died and keeping weeds to a minimum. Last fall a team of grounds workers removed the overgrown creeping juniper and rearranged the evergreen shrubs, which made some

improvement. Still, the bed had little or no impact until this last major attempt at transforming the Memorial.

The Grounds-Landscape department removed layers of gravel, mulch and plant materials in order to add approximately 18 plus inches of top soil to create a berm. Bill Hall, the Landscape Architect, says the berm crests at the

Blue Star Memorial plaque. The sod and a crescent shaped planting area create a backdrop for the sign with remaining Yaupon Hollies and Day Lilies salvaged from a recent campus renovation.

Once the actual plaque received a facelift, it was resurrected, once again, to its resting spot atop a grassy berm for all to see.





## CUSTODIAL TRAINING INSTITUTE '05

**-by Danny Faulk**

Each summer the Custodial Services Department (formerly Housekeeping) of Facilities Management sponsors the Custodial Training Institute for area custodial and maintenance employees. This year there were approximately 150 participants for the day-long event, held in the Grand Hall of the Fowler Center on June 8, 2005.

This year's theme for CTI was "Cleaning Green", addressing the problem of cleaning and sanitizing without doing harm to indoor air

quality. Mr. Rocky Masson, a nationally recognized authority on the subject and Hillyard Chemical Company's representative to the National Green Seal Board, gave the keynote address. Mr. Masson explained how cleaning "green" can also have a positive impact on a facility's "bottom line".

In addition, ASU Fitness Coordinator, Chris Enger, demonstrated proper lifting techniques and ergonomic procedures that impact custodial workers. ASU Custodial Services Cleaning Teams

demonstrated the use of ergonomically improved cleaning tools that are being phased in to the department's operations. Micro fiber technology was also demonstrated and explained.

The participants were from High Schools and Community Colleges in Craighead, Greene, Poinsett, Mississippi and Randolph Counties. The participants enjoyed a delicious catfish lunch with all the trimmings at the Pavilion. Certificates and beautiful commemorative pins were presented to each participant.

## UNIFORM POLICY AND PROCESS GO INTO EFFECT

**-by Doug Mathis**

Thanks to the Uniform Task Force the Uniform Policy process is now in effect. The policy states that all full time employees, with the exception of the AVC, Directors, Assistant Directors, clerical and office support personnel will be issued uniforms. All full time employees will be eligible for uniforms in the first two weeks of employment.

Uniform storage lockers for storing clean uniforms and lockers for dirty uniforms will be at the west end of the main hall in Facilities Management. Service complaints will be processed through the Central Store Manager or designee.

No employee should discuss problems with the vendor. Employees should go to the Central Store Manager or designee to have a uniform service order tag filled out on missing or repaired uniforms.

If the full service plan was chosen, employees need to have their uniforms laundered

by the vendor. This service costs Facilities more even if the uniforms in this service are not being laundered. The Uniform is not to be modified by the individual with the addition of individual monograms or markings.

Employees will be given the option at contract renewal to change to rental only or rental/laundry service and change garment color and style at the exchange cost per garment price according to the contract. All employees who are provided uniforms must wear the uniform at work. Disciplinary actions will result for not showing up to work in uniform.

All full time students and 40 hour temporary employees are also required to wear their identification card while performing their day to day responsibilities. The ID card should be worn and visible at the waist or above. The only exceptions are when employees are engaging in manual labor and not coming into

contact with customers and the public. Office personnel and support staff should wear either an ASU ID or a Facilities Management name badge when they are coming in contact with customers or public.

Employees leaving the University will need to turn in all issued uniforms before their final check will be issued. In the event that an employee leaves ASU employment without returning uniforms, ASU FM will use available legal avenues to pursue collection of uniforms and /or compensation for the uniforms.

We feel that these policies and processes will make this a much easier way to conduct business for the employees and the vendor. For a copy of the full policy and process see the Central Store Manager or designee. The Uniform Policy is available online at: [facmgmt.astate.edu/PoliciesProcedures.html](http://facmgmt.astate.edu/PoliciesProcedures.html).



### Who was I?

Kyle Cooper was in the last issue of the FM Voice



### Who am I?

E-mail your guess to [jmiller@astate.edu](mailto:jmiller@astate.edu)

# A TO Z

-by Evelyn Weatherford

Dear Readers,

This month I have had a large number of questions related to vegetable crops, namely tomatoes, so I have picked a couple of the questions to publish. In this issue, I will also list a few "diseases" or problems that may cause you to have unsightly, yet eatable tomatoes. They are as follows:

**Fusarium Wilt**, a soil born fungus (*fusarium oxysporum*), and the most widespread of tomatoes diseases is characterized by yellowing, wilted and progressive dying of the leaves from the base upward. Try planting cultivars that are resistant to *Fusarium Wilt*.

**Bacterial Spot**, caused by bacterium *Xanthomonas vesicatoria*, is carried on the surface of the seed. The greatest damage is caused on green fruit, which develop black scab-like spots that become distorted. Moist weather conditions favor this disease development, and bacteria spreads rapidly with splashing rain entering the plant through open "wounds".

**Anthracnose**, another soil borne fungus, has early symptoms of small, slightly sunken, water-soaked, circular spots on ripe fruit. The spots enlarge, becoming more sunken and often develop target-like markings. This problem can be treated with fungicide sprays.

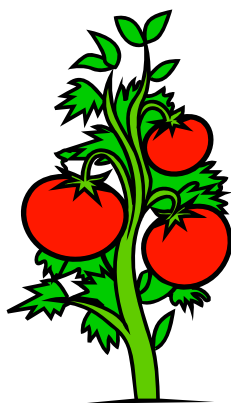
**Catfacing** is where fruit distorts at the blossom end resulting in scar tissue with deep indentation extending into the fruit, giving it the appearance of a cat face. The exact cause is unknown but some factors may be low night temperatures, 2-4-D injury, heavy nitrogen fertiliza-

tion and incomplete pollination of the pistil.

Hope this is helpful...

**Q:** My tomato plants have a number of fruit on the vines, but none of them are turning red. They are just getting larger. What could be keeping them from ripening?

**A:** Mother Nature is keeping them from ripening. Simply put, some varieties, i.e. Beef Steak, Better Boy, Jet Star and Traveler, to name a few, produce a larger fruit that takes longer to mature (ripen). In order for the fruit to ripen, the plant needs a constant optimum growth period, a daily mean tempera-



ture of 65-75F. Even at this average, extremely cool nights or hot days can be detrimental. Growth stops at a maximum temperature of 95F and minimum of 53F, which slows overall production.

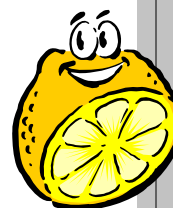
**Q:** This year I planted a large number of tomatoes and some of them are getting dark spots on the very bottom. Can I still eat these, and what is causing this?

**A:** What you are referring to is called "Blossom-end Rot".

What causes this is a mineral deficiency, namely calcium. This occurs most commonly on plants that have grown rapidly and then are subject to moisture stress. In some cases increasing water supply and spraying fruit with calcium nitrate may save the remaining fruit. As for eating the already damaged fruit, I usually feed them to the birds.

**Q:** I have recently bought a house with tile floors and I am having trouble removing the dirt in the grout between the tiles. I have heard that bleach will remove the stains but I do not like the smell. Can you recommend another product?

**A:** This question is right up Danny Faulk, Director of Building and Grounds, alley. This is what Mr. Faulk had to offer, "People have a tendency to recommend bleach and ammonia as a cleaning solution when in fact these two products are not environmentally friendly, especially when used together can be toxic. Danny went on to add that these products should be removed from your house altogether, (see Custodial Training Institute Article by Danny Faulk). The best solution for "lightening" grout is to pour baking soda between the tiles, cut open a lemon and squeeze juice on baking soda, then let air dry. As an added note, lemon juice and salt can be used to clean copper pots and pans. Just another natural, environmentally friendly solution.



*"Common sense  
is genius  
dressed in its  
working  
clothes."*

**-Ralph Waldo  
Emerson**







## "Win one for the Gipper!"

- George Gipp

(1895-1920)

George Gipp was a U.S. football player who led the University of Notre Dame to unbeaten seasons in 1919 and 1920. In December, 1920, he contracted pneumonia after a serious throat infection and died at the height of his college football fame. On his deathbed, he told his coach, Knute Rockne, that "Some day, when things look real tough for Notre Dame, ask the boys to go out there and win one for the Gipper." Eight years later at the end of a terrible season, Notre Dame was about to play the Army team. Trailing at half-time, Rockne gathered the players and for the first time ever related Gipp's last words in an attempt to inspire the team, "I've never used Gipp's request until now. This is that game. It's up to you." The team went on to beat Army by the score of 12 to 6. (cont. pg. 5, right column)

# FAMIS LAST WORDS

## FAMIS Update

-by Wayne Grommet

On May 8<sup>th</sup> we launched a new version of our Facilities Administrative Management Information System. Version 8i of the FAMIS (pronounced famous) software suite was installed and launched across campus. The new version is now a truly Enterprise Wide/ Web launched software product, and some new features have been installed for the immediate benefit of our FAMIS Self Service Users. Select users of the FAMIS Self Service system can now view their account information on line! Our new system has the

ability to track your chargeable Work Orders by account number or by IDT number. If you have a need to see this information for your departmental budget requirements, have your Department head or University Dean contact Facilities Management's Director of Business Operations, Kathy Hicks ([kathhicks@astate.edu](mailto:kathhicks@astate.edu)) and request permission for our view accounts privilege.

Some additional features for the Maintenance Management, Capital Projects, Inventory Control, and Space Management Modules were also

included in the version 8i upgrades and have already been implemented.

The University has a significant and long range commitment to the usage of the FAMIS information system. Plans are being formulated for an even more expansive user-base for the system. It will be compatible with the new "Project One Astate" (SCT BANNER) software. For more information on Project One Astate visit the ASU Information Technology website: <http://its.astate.edu/erp/>

## UNIVERSITY SPACE AUDIT UPDATE

-by Wayne Grommet

Personnel from Facilities Management have hit the trail and are out on campus conducting the University's first ever SPACE AUDIT. We are recording square footage, ADA accessibility and room usage for every room on campus. In addition, we list a room's equipment inventory and many other attributes associated with specific room types. Plus, all of our CAD drawings are being updated to facilitate emergency plans, enhance 911 access and plan for ASU's immediate and distant future space needs.

This will not be available overnight. We have a huge job ahead as not only are we checking and classifying every covered space on campus, but will also be classifying

green spaces, parking lots, sidewalks and. . . well you get the picture, the whole campus will be covered. Every square inch!

Within the SPACE initiative, Facilities Management personnel will be simultaneously conducting a Facilities Condition Index and a Major Equipment Condition Index. This will give us an overall view of the condition of campus assets and knowledge to project future needs and costs.

The SPACE AUDIT TEAM will soon have its own website on the FACILITIES MANAGEMENT home page. It will detail where the team is working, project start/end dates, and have up to date progress on buildings. They have completed gathering the physical

data in Lab Sciences West and Admin., and are now beginning Lab Sciences East.

Before starting on a building we will notify the building liaisons via Email, so they can notify the occupants of the building that we will be coming by.

We need the help of all departments and personnel in each and every building so we can get an accurate snapshot of the properties and assets of the University.

For more information on the Space Audit contact [Wgrommet@astate.edu](mailto:Wgrommet@astate.edu) or visit the Facilities Management Website.

## FAMIS EXPANDS

-by Wayne Grommet

The FAMIS system has been expanded. In addition to the current Space Management initiative (FAMIS Space Management) the University has added five additional modules to the FAMIS Suite of software products. *FAMIS Utility Management* gives the University a central point to manage its utility usage and will better enable Facilities Management to track GAS, WATER, and Electrical usage. As meters using the new RF reporting technology are installed across campus, *FAMIS WIRELESS Utility management* software will automatically integrate those meter capabilities with reporting software.

*FAMIS Key Control* has also been purchased to improve the

University's tracking of lock and key across campus to provide more safety and security to our students, faculty and staff. This new software will allow us to handle key requests faster, provide better tracking of keys, and better access across campus. Key requests could actually be made electronically after the process is defined and configured.

Two additional WIRELESS modules have also been purchased. While not being noticeable to the University as a whole, *FAMIS Wireless for Maintenance Management* will allow our workers to receive Work Orders via hand held units, and will negate the need for them to run back and forth across campus to see what work has

been assigned to them. The cost savings from gasoline usage and more efficient use of time should be of much benefit to the University. Another of the Wireless modules, *FAMIS Wireless for Inventory Control*, enables our parts warehouse to accurately distribute and account for parts issued on a real time basis. This makes stock re-orders and inventory management easy and accurate.

For more information on FAMIS visit their website: <http://www.famis.com>. For more information on how the use of FAMIS software is benefiting ASU contact the University's FAMIS administrator ([wgrommet@astate.edu](mailto:wgrommet@astate.edu)).



President Ronald Reagan had been a radio sports broadcaster long before he became a movie actor. The Gipp story had always fascinated Reagan, and when he heard that Warner Brothers was planning a film on the life of Knute Rockne, he lobbied hard to play the part. Reagan did, of course, win the role and uttered the famous words that are part of movie history. Many, including President Reagan, have suggested that Rockne invented the story as it was not unusual for the coach to fabricate dramatic tales to rally his players.

Source: <http://www.geocities.com/Athens/Acropolis/6537/>

## FAMIS Use Training

-by Wayne Grommet

As FAMIS grows with Arkansas State and more folks start using it, user training will become an issue. We are in the early stages of scheduling training for users across campus. If you have an issue you would like to see addressed in a FAMIS training session or need im-

mediate assistance in using the software please contact Wayne Grommet, FAMIS Administrator:

[Wgrommet@astate.edu](mailto:Wgrommet@astate.edu) or call 972-2066.



## New Facilities Management Training Calendar

-by Lanny Tinker

On July 11<sup>th</sup>, Facilities Management initiated a new FM Training Calendar as a part of our Facilities Management Home page. This is yet another effort to improve communications within our organization and to help streamline training effectiveness.

Employees and staff can go to ASU's Facilities Management home page and click on "FM Training Calendar" to view all training that will occur on any particular day, week, or month. The calendar is available at:

<http://facmgmt.astate.edu/testcal2.html>.

Our goal is to have all training events on the FM Training Calendar, so that as an organization we understand who, what and where training is taking place. The Training Calendar should assist FM leadership in determining the most opportune times to schedule and when not to schedule training sessions. In addition, we also hope that the calendar will cut down on duplicated training sessions.

There is a link from the Training Calendar to the plasma TV message center

located in the FM Break Room. It will communicate selected training session information on the plasma screen. Leadership should place all training events on the calendar in advance by contacting the following employees, in the order of their listing.

Michelle Summers @ 4728  
Jennifer Cortez @ 4736  
Wayne Grommet @ 4692 or  
Kathy Hicks @ 4722





#### AVC Election schedule

**Date:** Tuesday, August 23<sup>rd</sup> or Wednesday 24<sup>th</sup>

**Time:** 8am-9am

**Place:** Facilities Management Meeting Room (all positions except ASC and custodial late shift)

**Time:** 11am-12 noon

**Place:** Arkansas Services Center (ASC staff only)

**Time:** 5pm-5:30 pm

**Place:** Facilities Management Meeting room (custodial late shift only)

## IT'S SUMMER TIME!!



-by Helen McCoy

You're working hard, it's hot and your buddy smells like he just came from the garbage dump.

It could be he hasn't bathed or his deodorant isn't working. Or—it could be stress. YES! You could be part of his problem. Are driving him crazy? Is he having family problems? The question is "What causes body odor?"

Indirectly, stress can contribute to body odor. But don't blame it all on the boss,

your bills or even your overactive sweat glands.

The body uses different sweat glands for stress than for physical exertion. Anxiety stimulates glands on the armpits, groin, scalp, palms and feet. Unlike the salty sweat that covers our chest and back when we need to cool down, stress sweat is fatty, which makes it especially fine meal for bacteria. Perspiration is itself is odorless, but when bacteria on skin and clothes begins breaking down the fatty sweat it stinks.

What's the solution? Minimize the bacteria on your body by showering regularly (for some people this may mean more than once a day) and wearing clean clothes. Use deodorant, which not only masks odor but makes the skin acidic and therefore less habitable to bacteria.

It's not complicated. Perhaps your co-workers will even chip in for soap.

## AVC Advisory Board Elections Scheduled

By Lanny Tinker

On August 23<sup>rd</sup> and 24<sup>th</sup> from 8-9am, Facilities Management staff will hold elections for 6 open positions to serve on the AVC Advisory Board. The elections will be held in the Facilities Management Meeting (lunch) room.

Earlier this year, Al Stoverink, Assistant Vice Chancellor of Facilities (AVC) commissioned the Employee Satisfaction Task Force to make recommendations to establish a working AVC Advisory Board. The AVC Advisory Board will assist the AVC in any way possible to insure that ASU becomes a leader in Education and service to students, parents, faculty and staff.

The mission of the AVC Advisory Board is to perform the following tasks:

1. Assist the AVC of Facilities to identify problems from the worker's perspective.
2. Suggest solutions and/or corrective actions to improve work processes and procedures. Help to improve work environment and make operations more effective and efficient.

The AVC Advisory Board will be comprised of 12 members (non supervisor), each elected by peers

for a two year term. The terms should be staggered so that no more than 1/2 of the Advisory Board is elected each year, thereby leaving experienced people on the Advisory Board who are knowledgeable of on-going projects and have an in depth understanding of how the process works.

The 12 positions will be allocated as follows:

**Grounds Position 2 OPEN**

**ASC Position 1 OPEN**

**Custodial Position 2 OPEN**

**Custodial Position 3 OPEN**

**Skilled Trades Position 3 OPEN**

**Front Office/ Work order Position 1 OPEN**

To get the process started, 1/2 of the AVC Advisory Board was selected from the Employee Satisfaction Task Force. These staff members already know of the process and have experience from helping develop the initial concept of the AVC Board recommendations.

#### **AVC Advisory Board Positions:**

One year terms expired June 30, 2006 (from the Employee Satisfaction Task Force)

**Grounds Position 1** Bill Kinard

**Central Stores Position 1** Natalie Ball

**Skilled Trades Position 1** Lynn Cook  
**Skilled Trades Position 2** Larry Southard

**Engineering Position 1** David T. Sprinkle

**Custodial Position 1** Martha Baldinger

Elections are scheduled for August 2005 and every year thereafter.

The AVC Advisory Board should set written goals and objectives, with regular meetings that are suggested to begin monthly. After which time, the Advisory Board will set the frequency.

No personal issues should be brought before the board. An Advisory Board Member can have an item placed on the Advisory Board agenda by emailing the AVC in advance. The AVC will decide if the issue is appropriate to be placed on the agenda or if the issue needs to be resolved elsewhere.

Al Stoverink will notify the individual that has been elected. Any candidate may decline with no repercussions and allow the runner up to fill the position.



## 2 PASS ARKANSAS BOILER TEST



Milton Poole left, and Steve Swartzlander right recently passed their Arkansas Boiler Test. **Good Job!**



## 3 SUMMER RETIREES TOTAL 68 YEARS OF SERVICE



Left to right, Jimmie Ray Carson, Dewayne Powell, Larry Jordan

*"Age is only a number, a cipher for the records. A man can't retire his experience. He must use it. Experience achieves more with less energy and time."*

**-Bernard Baruch  
(1870-1965)**

## What would you do for Santa's Tribe?



Recently at a Facilities Management picnic David Handwork and David Sprinkle raised \$100 for Santa's Tribe. Their goal was to raise \$100 and they would have their heads shaved by two FM employees. Barbers for the day were Dee and Wesley, their names drawn from a hat. David and David would like to challenge anyone on campus to the same \$100 haircut all for Santa's Tribe.

*"No act of kindness, no matter how small, is ever wasted."*

**- Aesop**

## The FM Voice Staff

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**Kathy Hicks**

*khicks@astate.edu*

# New Employees



Chad Trusty  
Housekeeping



Tarrangula Thomas  
Housekeeping



Mary Cremeens  
Housekeeping



Patsy Pucket  
Housekeeping



Christina Lytle



Claudette Wooten



Wendy Hollowell  
Housekeeping



Sam Brown  
Housekeeping



Patrick McKeown  
Housekeeping



Charles Johnson  
Housekeeping



Tracy Polston  
Housekeeping



Darryl Brotemarkle  
Mechanical

# Welcome to ASU