



Inside this Edition:

Why your office.....1

Changing of the Guard.....2

Renovations on Chancellor's House..2

New Employees.....3

The Cold Within..... 3

Custodial Training.....4

Live in such a way that if anyone should speak badly of you no one would believe it!

I've learned... That people will forget what you said, People will forget what you did, but... People will never forget how you made them feel!

—Maya Angelou

Why Your Office Phone is Filthier Than the Toilet— Helen McCoy

Working from home has its advantages -- no dress code, commute, or distracting meetings. You may also avoid those seasonal flus and colds because of reduced exposure to people (and their germs). But if you do work in an office, it helps to be aware of the sneaky places bacteria and viruses hide.

Below are six of these sickness vectors you might not have considered. One place you don't have to worry about? The toilet seat. "People wipe it down all the time" says Charles Gerba a professor of microbiology at the University of Arizona.

Your personal space

In his research on office germs, Gerba found that the phone is the single dirtiest part of the office. "Apparently, nobody ever cleans or disinfects an office phone," he says. So stock up on disinfecting wipes that you can stash in your desk drawer. While you're cleaning your phone (and headset!), wipe down your entire desktop and keyboard. Gerba says most folks only clean them when they're ... sticky. "We routinely find cold viruses on desktops during the cold season." So if you're eating lunch at your desk without cleaning it regularly, you're likely adding a side-dish of influenza to your sandwich.

Break-room surfaces

Coffee pots, sink faucets, refrigerator handles, and microwave handles are some of the filthiest parts of a typical workspace, says Brad Reynolds, North American Platform Leader for The Healthy Workplace Project, conducted by Kimberly Clark Professional. "On average, these items have at least four times the bacteria levels of the average toilet seat," he says (Seriously, who knew the toilet was so freaking clean?)

"Although many employees use the office break-room on a daily basis, it is generally not cleaned but once a day by the cleaning staff and rarely by the actual users, allowing contamination to build up and pass from person to person throughout the course of the day," Reynolds says.

Meeting rooms

Not only are conference rooms another place where people -- and germs -- mingle, but meetings themselves may begin and end with a professional handshake. That's a superbly efficient way to transmit germs. "Everyone should sanitize their hands before and after meetings in order to eliminate bringing germs back to their desks," Reynolds says.

Buttons people push

Buttons for the elevator, copy machine, or coffeemaker are the same as handshakes; they pass germs like it's their job. Now, we're not suggesting you start wearing gloves, Howard Hughes-style. ("Proper hand-washing with soap and water, for at least 20 seconds, is the most effective way to prevent the spread of germs in the workplace, even more so than the use of hand-sanitizing agents," says Amy Costello, an analyst with Staples Advantage, a unit of the office-supply company that has conducted surveys on office health. (If you need more motivation to wash regularly, might I suggest a viewing of [Contagion](#).) (Continued on Page 4)

We are all human and just trying to do our best to get through this journey called Life...

Good thing we get to meet some amazing souls along the way

To pull us along when we are tired and weary!

This above all:

- to thine own self be true

Please see Norma Bell if you would like to be a contributor to the FM Voice!!!

FM Contributors:

Al Stoverink

astover-ink@astate.edu

Allison Jordan

ajordan@astate.edu

Cleotis Williams

cmwilliams@astate.edu

Hannah James Rogers

hjames@astate.edu

Norma Bell

njbell@astate.edu

Jon Carvell

jcarvell@astate.edu

Helen McCoy

hmccoy@astate.edu

FROM THE DESK OF AL STOVERINK

CHANGING OF THE GUARD...

Changes in top executive positions in any organization are often periods of transitional uncertainty that bring moments of fond reminiscence, excitement for new opportunities, and anxiety over new expectations. Last year ushered in new directions with the appointment of Dr. Chuck Welch as our first System President who had not been part of the Jonesboro campus administration. This spring we welcome Dr. Tim Hudson as our new Chancellor, who will have the benefit of a new Strategic Plan and Campus Master Plan to pursue the university's goal of transforming itself into a Doctoral/Research Institution. Now, as summer comes on, we welcome Dr. Len Frey as our new Vice Chancellor for Finance & Administration, who will bring a unique perspective as an academician, Dean of the College of Business, and former administrator in medical services delivery.

At the same time we welcome these new partners in our leadership of the university, we must also say good-bye to a longtime friend and rock solid administrator of the university. Ed Kremers is retiring June 30 and we wish him all the best that life can offer. Ed has been a staunch supporter of Facilities Management and has worked hard to keep the university not only solvent, but financially thriving during an extremely difficult economic period. We are particularly grateful for all the strength of character by which he endured the stresses of managing a budget in the face of declining state revenues and the growing demands of this university.

So what of the uncertainties and change that is inevitable with the total change in executive management on the organization chart above Facilities Management? Let us just say..."Bring it on". The people here in Facilities Management are highly experienced at change management with our pursuit of the Journey to Excellence. We look forward to the opportunities and we are well prepared to make adjustments where needed or desired. We value the process of continuous improvement and we look forward to even greater collaboration with our new executive team, particularly as we complete the Campus Master Plan and move toward implementation of the strategic goals outlined therein.

RENOVATIONS ON THE CHANCELLOR'S HOUSE- SHAWN BREWER

After 2 years of planning and funding the long awaited Renovation at the E. Nettleton house is underway. With a change of a new Chancellor comes a much needed change to the residence. With input from FM to the scope of work put together the final product will be a maintenance blessing interior and exterior. With an anticipated move -in date scheduled in August crews have been working many hard and hot hours to make sure the project stays on schedule. We look forward to the new Chancellor's ideas and hope the house is part of his daily decisions. We will share many more photos with you as the project progresses.



WELCOME TO OUR NEWEST FM EMPLOYEES



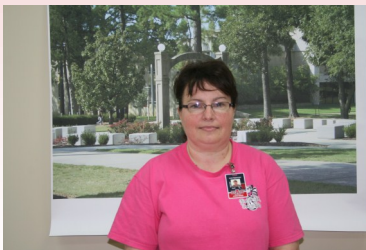
Debra Wright
Custodial



Francisco Caro
Events and Move Crew



Jerry Webb
Skilled Trades



Lori Spencer
Custodial



Richard McCall
Grounds and Landscape



Troy Brown
Skilled Trades

THE COLD WITHIN— SUBMITTED BY JON CARVELL

Six humans trapped by happenstance
In dark and bitter cold
Each possessed a stick of wood--
Or so the story's told.

Their dying fire in need of logs,
But the first one held hers back,
For, of the faces around the fire,
She noticed one was black.

The next one looked cross the way
Saw one not of his church,
And could not bring himself to give
The fire his stick of birch.

The third one sat in tattered clothes
He gave his coat a hitch,
Why should his log be put to use
To warm the idle rich?

The rich man just sat back and thought
Of wealth he had in store,
And keeping all that he had earned
From the lazy, shiftless poor.

The black man's face bespoke revenge
As the fire passed from his sight,
For he saw in his stick of wood
A chance to spite the white.

And the last man of this forlorn
group
Did nought except for gain,
Giving just to those who gave
Was how he played the game,

Their sticks held tight in death's
stilled hands
Was proof enough of sin;
They did not die from cold without--
They died from cold within.

-- James Patrick Kinney

CTI 2012: You're Essential!— Hannah James Rogers

As most of you know, we recently held our 11th Annual Custodial Training Institute at the ASU Convocation Center on May 30, 2012. This was a wonderful training opportunity for our Custodial staff members, as well as, the custodial community at large. We invited over 25 educational institutions to join us with a successful response rate of 15 institutions attending. We offered many types of training sessions to fulfill certification requirements and benefit staff members. Our CTI Committee members worked hard to ensure the food, training sessions, and all of the “inner-workings” of the event were covered. Thanks for all of your hard work!

Our Custodial department is essential to the success of Arkansas State University. Our staff members work hard to ensure that each building on campus reflects the excellence of the university. They often go unrecognized for their work, yet they continue to strive for excellence. Our special thanks to the Custodial department for your attendance at CTI 2012 and helping to make it a success! Our grand prize winner, Catrina Clark, won a vacuum cleaner!

We would like to again thank all who participated and help to organize the event, as there are too many to be named. We look forward to the success of CTI 2013 and hope we can go above and beyond to provide a training day that everyone can enjoy and benefit from. And remember, all of us are essential to the excellence of Facilities Management and Arkansas State University!



C
T
I

2

0

1

2



**YOU ARE
ESSENTIAL!!**

(Continued from Page 1)

If you're in a position to do so, you might also want to suggest some office upgrades. "Company restrooms can be be outfitted with touch-free fixtures and motion-sensor soap and paper towel dispensers so employees limit the surface areas they touch," Costello notes.

The office candy bowl

In a story for ABCNews.com, Gerba said he found intestinal bacteria -- the kind found in human waste -- in one employee's candy bowl. Kill two health birds (weight gain and the flu, say) with one stone by skipping the office treats. Perhaps after reading this they won't look so tempting?