



From the Desk of the Interim AVC

Margaret Tennesen, Interim Associate Vice Chancellor



Over the past few weeks, many of my thoughts have seemed to revolve around two things.

The first is uncertainty. In recent months, it feels like we've seen more than the usual amount of uncertainty within FP&M, at the university, and across the nation.

Some of the changes that brought about this uncertainty are normal in any large organization. People come and go, but the organization is bigger than any one person alone.

While some of these departures have left key positions vacant, FP&M has a solid interim plan and we look forward to filling these vacancies with talented people. And let's not forget that for every person that's left FP&M in recent months, many more have remained to continue the important work of operating and maintaining the university's physical infrastructure.

And we've more than just continued; we've risen to new challenges—and successfully met them. Often we do this on tight deadlines and with little advance warning. Just last month, staff from across FP&M pulled together to support the hosting of ESPN College Game Day on Bascom Hill.

In the face of such uncertainty, I would like to emphasize that FP&M remains committed to fostering an environment where everyone can come to work and give the best of themselves. This is one of the core tenets of our Engagement, Inclusion, and Diversity (EID) initiative and is something I get to witness whenever I hear how an FP&M employee has made someone's day by helping to solve a problem, responding to an after-hours call, or otherwise delivering top-notch customer service.

It's this sentiment that brings me to the second thing I've been thinking about lately, which is gratitude. We know that our work, no matter how important, often goes unrecognized and is sometimes taken for granted. I'm thankful for and deeply appreciative of the important work that we do together on a daily basis.

And so, in this season of thanksgiving, I would like to thank all of you for helping to make this campus a better place by providing excellence in facilities and services.

USMS & UWPD Commend Templin and Gray

United States Supreme Court Justice Sonia Sotomayor recently made a day-long visit to the UW-Madison campus. The UW-Madison Police Department assisted the US Marshal Service with logistics and protection. During the course of the visit, a marshal noticed an unfamiliar odor emanating from the Light Armored Vehicle (LAV) assigned to transport Justice Sotomayor.

The UWPD contacted the Service Garage for assistance. Jeff Templin (Automotive Supervisor) and Cody Gray (Mechanic) responded quickly, diagnosed the issue, acquired replacement parts from an outside vendor, and were able to fix the LAV while Justice Sotomayor was at a lunch event. This ensured that there would be no disruption to the tight schedule of this visit.

Their quick and effective response drew praise from the Senior Inspector for the US Marshal Service, who noted that a field repair of this type "does not happen if everyone isn't dialed in."

The UWPD also voiced appreciation for the professional and efficient manner in which they handled this situation. Their excellent service helped the UWPD provide excellence on this protection detail, ensuring that they are held in the highest regard by the US Marshal Service.

Adapted from the official letter issued by the UW-Madison Police Department.

Kudos for Kevin Peirce and Joe Anderson!

It is individuals such as Kevin and Joe who make UW a better place, and thus, the world a better place—they care not about their job itself, but they have a profound understanding as to how their job fits into the operation of the UW campus. I hope these two gentlemen realize what they've done for me. I'm now the biggest UW plant staff advocate—those individuals often go unthought yet our campus looks so beautiful because of them—may only the best of life come to men like Kevin and Joe, as they give up their nights to make our campus desirable, beautiful, and picturesque amongst other things.

Max Spitzer

Note: Kevin and Joe helped Mr. Spitzer retrieve a UW library book he'd accidentally dropped in a locked trash receptacle.

Welcome and Congratulations
New and Promoted FP&M Employees

Maria Alejandra Arguello	Custodian
Mulu Berhe	Office Oper Associate
Terry Boehner	Office Oper Associate
Jesus Cabrera Gallegos	Custodian
Paul Campbell	Custodian
Sara Cuahuteptzi Pichon	Custodian
Namgyal Dechen	Custodian
Tabitha Deiter	Custodian
Yandri Delgado Villamil	Fac Repair Worker
John Demetropoulos	Groundskeeper
Jose Diaz Guzman	Custodian
James Edgington	Fac Repair Worker
Nawar Elhassan	Custodian
Thomas Fink	Custodian
Magdalena Garcia Cruz	Custodian
Martha Garcia	Custodian
Kemple Garrett	Custodian
Joseph Garza	Fac Repair Worker
Joshua Hagenow	Locksmith-Journeyman
Angela Hall	Custodian Lead
Rafael Hernandez	Custodian
Richard Labelle	Custodian
Andrea Ladd	Assistant Director
Thomas Lee	Custodian
Linda Leifker	Sr Admin Prog Spec
Eliazar Manjarrez Torres	Custodian
Michael Meier	HVAC/Refrig Spec-Adv
Rahsaan Mitchell	Custodian
Nestor Ortega	Custodian Lead
Javier Osuna-Moreno	Custodian
Edwige Placca	Custodian
Francisco Ramos Ruiz	Custodian
Brooke Richardson	Financial Specialist Senior
Alfredo Rodriguez	Motor Veh Oper-Heavy
Michael Sheets	Fac Repair Worker
Lilia Simarron Varela	Custodian
Tremaine Spotts	Custodian
Eric Stoikes	Custodian
Kevin Stubbendick	Custodian
Eduardo Tecuapetla	Custodian
Lucinda Trinastic	Financial Specialist Senior
Noah Vanevenhoven	Custodian
Shontell Williams	Office Oper Associate
Carolyn Wolff	Assoc Univ Rel Spec
Ryan Yanke	Assoc Procurement Spec
Hafida Zourib	Custodian

Join us in wishing the following
FP&M employees
the best in their **Retirements**

Robert Argo	Custodian
Fredrick Busse	Custodian
Julie Grove	Architect/Engr Supv
Dennis Hensler	Motor Veh Oper-Light
Bennie Olson	Fac Repair Worker
David Parker	IS Bus Auto Spec

Vacation Carryover Policy for University Staff

As we near the end of the calendar year, we wanted to remind you about the vacation carryover policy for University Staff.

If vacation is not used within the calendar year it is earned, any remaining vacation may be carried over until December 31 of the following year. Carried-over vacation remaining at the end of the following calendar year (December 31) will be lost.

For more information, consult the Vacation policy: <https://kb.wisc.edu/ohr/policies/page.php?id=53409>.

You can also contact Rebecca Rohde (rebecca.rohde@wisc.edu; 262-6218) or Zack Haak (zack.haak@wisc.edu; 890-4583) in FP&M Human Resources.

Computer Use Policy Published

The FP&M Policy Advisory Review Group (PARG) has recently published a new Computer Use for FP&M Staff Not Issued Their Own Computer policy.

This policy establishes guidelines for the use of information technology equipment for employees who do not typically use computers for their daily work so that they can access work-related information.

Interim Associate Vice Chancellor Margaret Tennesen signed this policy on November 21, 2016.

To read this and other FP&M policies, visit facilities.fpm.wisc.edu/Policies.htm.

In Memoriam

Beverly Cass passed away on October 6, 2016 at the age of 46. She was a first-shift custodian.

2016 Floating Holidays

There are two floating holidays that occur at the end of the year: Christmas Eve (December 24) and New Year's Eve (December 31).

University Staff. Floating holiday time can be used any time during the calendar year in which it is earned. Floating holiday hours must be used in the calendar year in which they are granted. Note: This means that each of these floating holidays will need to be used before the end of the 2016 calendar year.

Faculty, Academic Staff, and Limited employees. Floating holiday time can be used any time during the fiscal year in which it is earned, but must be used prior to June 30, 2017.

For more information, consult the Personal and Legal Holidays policy: <https://kb.wisc.edu/ohr/policies/page.php?id=53500>.

You can also contact Rebecca Rohde (rebecca.rohde@wisc.edu; 262-6218) or Zack Haak (zack.haak@wisc.edu; 890-4583) in FP&M Human Resources.

Kudos for Scott Henderson & Crew!

I just wanted to reiterate our conversation from last week when I called to express my gratitude for Scott's team leadership at Olin House. Last week, we had the most involved house furniture switch-up that I have seen in my nearly 4 years here. I am ever grateful for Scott's timeliness, hard work, good humor, efficiency, and great ideas as we work together to solve storage or set-up problems. I also appreciate that he reminds me of tasks that need to be completed (like replacing screens with storm windows, storing deck furniture for the season, and moving our tents offsite for the winter) when I am busy juggling more immediate details. I also appreciate that Scott hears our fussy or more particular requests and handles them with grace or an even better solution!

Jane Schroeder, Olin House

FP&M Fundraising for Toys for Tots

The 2016 Toys for Tots campaign started with the Brats for Tots Cookout and a silent auction, which have combined to raise more than \$2100 to buy toys for children this holiday season.

The Brats for Tots cookout was held on October 20 in the Fleet and Service Garage at 27 N. Charter Street. FP&M employees teamed up with Marines to sell brats, chips, and baked goods to raise money for the Toys for Tots campaign. Volunteers from across FP&M helped put together and run this successful event, including Kathy Bear, Sandy Fure, Sally Hansen, Dave Propson, Dan Stanford, Scott Turner, Jeff Templin and all of his Fleet and Service Garage staff, and Brad Schenkel and his Campus Services staff. Local businesses also helped out with products and services. Colonial Bakery provided brat buns at half price, Alt N Bach's Tavern parboiled the brats and donated ice, C. Coakley Relocation Systems transported the grill to and from campus, and Grainger Industrial Supply provided a cooler. The Brats for Tots cookout raised more than \$1100.



The Toys for Tots silent auction ran through October 27 and raised \$970. Available items included two pairs of UW Men's Basketball tickets (vs. Maryland & Iowa), a football signed by Coach Paul Chryst, a pair of UW Men's Hockey tickets (vs. Michigan), and hockey puck signed by Coach Tony Granato and others.

The 2016 Toys for Tots campaign runs through December 8. There are two ways you can still contribute. Bruce Skaggs (30 N. Mills, First Floor) and Pam Barrett (30 N. Mills, Third Floor) are accepting cash donations. You can also bring a toy (new and unwrapped, in an unopened package) for a child aged 2-12 and drop it off at one of the Toys for Tots display tables on the first, third, and fourth floors at 30 N. Mills.

For more information, contact Bruce Skaggs (bruce.skaggs@wisc.edu; 890-3730) or Nick Gullick (nick.gullick@wisc.edu; 444-9795).

2016 Partners in Giving Update

Gary Brown, Director—Campus Planning and Landscape Architecture

We are nearing the end of the 2016 Partners In Giving campaign—*Give a Little... Change a Lot*. At the halfway point, FP&M had more than 100 participants providing more than \$7,500 in pledged donations to the many different amazing charities. Way to go team!



Unfortunately, this is tracking a bit behind our total goal of having at least 165 participants from FP&M taking part in the campaign by November 30th. With just one week to go, we need everyone to review the amazing opportunity we have to make a difference in someone's life. Any amount can help!

Please attend any of the special events planned in your area to support the campaign. By the way, congratulations to the team from Transportation Services who raised nearly \$300 during their special Partners In Giving event!

Please make sure you return your pledge form to your coordinator, even if you decide not to pledge this year. If you return your form, you are automatically entered to win some great prizes from our giving campaign here in FP&M.

More information can be found online at giving.wi.gov.

Kudos for Derek Klitze, Kurt Beilman, and Lawrence Martin!

We were scheduled to host a rare Shakespeare book this month and were required to maintain precise environmental levels. We've had ongoing issues with relative humidity levels in this gallery of the Chazen building and started to become concerned that we would not meet the requirements. Derek and Kurt were very proactive about analyzing and addressing the issues. They communicated frequently, providing updates throughout the project and letting us know when their work might affect the building.

We met on Friday for a project recap and were amazed at the amount of issues they identified and corrected. They not only stabilized the gallery, they addressed multiple other concerns in the building. We've seen a dramatic improvement and I'm happy to say that the Shakespeare exhibit successfully opened to the public.

Please pass along our sincere thanks to Derek, Kurt and Lawrence, and anyone else involved with the project. We were extremely impressed and grateful for their expertise, conscientiousness, and hard work.

Kristine Zukuhr, Chazen Museum of Art

Using the UW Library System

Working on the UW-Madison campus provides with low- or no-cost access to a wide range of resources and services, including the campus libraries.

Anyone with a current, valid UW-Madison ID can borrow materials from any UW-Madison and UW System library. You can either visit the library in person, or request materials online for delivery to the campus library of your choice.



Access to the UW libraries also includes access to databases and other digital resources, both on and off campus.

The campus libraries also host a number of workshops, classes, exhibits, and events—all of which are open to university employees.

For more information, visit library.wisc.edu.

Prevent Snow “Shovel” Injuries

Stretch before & after

Have right size & height tools

Operate regularly

Value pushing light amounts of snow

Eliminate twisting

Lift using legs & keeping back straight



Join the FP&M EID Team

The FP&M Engagement, Inclusion, and Diversity (EID) team is recruiting new members from both the Physical Plant and Environment, Health, and Safety departments.

If you are interested, please contact Rob Shively (robert.shively@wisc.edu; 263-9134) or Dan Okoli (dan.okoli@wisc.edu; 263-3159).

Employee Resources

FP&M Home Page

fpm.wisc.edu

FP&M Training

training.fpm.wisc.edu

FP&M Employee Resources

fpm.wisc.edu/staff-resources.htm

Working at UW

working.wisc.edu

Please contact

Cultural Linguistic Services

for assistance understanding this information.

Spanish/Español

608-265-4691

608-265-0838

Tibetan

བོད་སྐད་

608-890-2545

Hmong

rau lus Hmoob

608-263-2217

Chinese

汉语

608-890-2628

WiGrow Fall Retreat

Learn how to get the most out of your student employment experience! Retreat will include information on wellness & career resources.



Friday, December 2nd
Gordon Dining & Event Center
1-4 PM

Register at: <http://go.wisc.edu/49zge5>

