



The ACCFO Newsletter

Volume 3

Issue 1

April 2015

The ACCFO Organization

ACCFO is a private, non-profit organization comprised of managers and supervisors involved with facility operations and maintenance. The purpose of the association is to provide an opportunity for community college facility personnel to review their abilities and interests, to refine their skills, and to participate in discussions on facility issues. It provides the participants the opportunity to share their successes, receive assistance from their counterparts in overcoming obstacles, and establish facility networks for future collaboration. We encourage all 58 community colleges to become involved by participating in ACCFO and give back to its members.

Our Officers

President - Bo Hightower

Vice President - Terri Ashcraft

Secretary - Wesley F. Adams

Treasurer - Garion Bunn

Assist. Treasurer - Donald Carpenter

Past President - Tim Strickland

District Presidents

District I President - Harvey Whisnant

District II President - Cindi Goodwin

District III President - Patricia Clark

ACCFO Conference

2015 ACCFO Fall Conference

October 14, 15, 16, 2015

Shell Island Resort

Wrightsville Beach, NC

Website Address

ACCFO.org

Contact Person

Phillip Harrison

Phil.Harrison@cpcc.edu

704.330.6160

2015 AFFCO FALL CONFERENCE

Biff Hulsey at Alamance Community College has been working to make the final arrangements for our upcoming 2015 ACCFO Fall Conference to be held on October 14, 15, & 16 at Shell Island Resort at Wrightsville Beach. He has indicated that you can start making your reservation NOW; you don't have to wait until the next fiscal year. Once next fiscal year comes, you can start filing the proper paper work for travel and reserve a vehicle for traveling to the conference. Please invite a fellow member that hasn't participated in a while and give them a personal invitation. Designate someone to cover facility issues while at the conference, come and share your own experiences with fellow members. We encourage all of our members to get involved. Don't sit on the side lines; get into the game. If you have any suggestions for the conference, please contact Jack Puckett (puckett@vgcc.edu) for professional development sessions and Biff Hulsey (William.Hulsey@alamancecc.edu) for accommodation issues.

You can make your reservations by calling the local number (910) 256-8696 or using the toll-free number (800) 689-6765



Why should I be involved with ACCFO? It really doesn't do anything for me; they think I don't know how to run the facility operations at my community college. I wasn't born yesterday, plus I have been doing this longer than most of them. I know what needs to be done at my campus and I know what makes this place tick; if it weren't for me, they would have to close this campus. Who do you think they call when they want to renovate this building for a different program? They call me and ask me if I can get this done in two months, all I say is it will be done. Then I put all of my know-how into the project, knowing everything that needs to be done, when it needs to be completed, what inspections are required, and equipment requirements. If it wasn't for me, they would never get this project done on time and on budget. I know what is in all of my buildings and how to fix all the HVAC equipment; make any electrical modifications; how to strip and wax floors; clean and shampoo carpet; when to apply pesticides and herbicides; when to prune trees; when fire and elevator inspections are due. I really don't understand why they would want me to attend a conference and waste my time listening to someone trying to sell me something.

I would like to take this opportunity to encourage all of our community colleges to make a pledge to participate in ACCFO and attend its conferences each year. The conference offers you this great opportunity to learn from others and find out how they operate their facilities. No one knows everything about facilities and the conference allows you to talk with fellow members and ask questions. We would like for ACCFO to be inclusive and share its members knowledge and experiences with each other. I know there are a number of small community colleges that may find it hard to participate and/or others where you find it hard to get away since there is so much going on. We as an organization would like to see if there is anything we can do to provide you with the opportunity to attend the next conference.



I hope you will contact me at Bo.Hightower@cpcc.edu or call me at 704.330.6234 to see how ACCFO can assist you in attending our conferences. Our next conference will be held at Shell Island Resort in Wrightsville Beach on October 14, 15, 16, 2015. Jack Puckett and the Professional Development Committee is putting together a great program concerning a number of facility issues. We also have a variety of vendors that will be attending the conference to offer you suggestions and technical support for some of your facility issues. A lot of our vendors tell us that they would rather attend our conference over other trade shows that they are invited to attend. Your participation is very important to ACCFO and to me. Please contact me to see how we can assist your college in receiving the benefits of being an active member, let us hear what you have to say. Your facilities should receive the experience and knowledge that your fellow ACCFO members can share with you. Please feel free to contact me and let me know how ACCFO can serve you.

Thank You for allowing me to get involved with your college and your facility personnel. You can reach me at Bo.Hightower@cpcc.edu or call me at 704.330.6234.

The Professional Development Committee is making every effort to provide you with facility issues that some of your fellow members have requested. If you have an idea or subject matter that you would like presented at a future conference, please contact Jack at puckett@vgcc.edu or Phil at phil.harrison@cpcc.edu. We encourage all of our members to participate; one way is by doing a presentation so you can share your knowledge with other members. Your success may become a success story for another community college. Sharing your experiences both good and bad will provide others the opportunity to learn from their peers. The Professional Development Committee has done an outstanding job of providing essential information to its members for years, however it needs your feedback and suggestions to keep things current and even a peek at things to come. Remember, with your participation and input, we can provide all of our members with an educational experience like no other.



Thank You for your support - Jack Puckett, Vance-Granville Community College

Are you satisfied with your performance? Maybe you need to evaluate your skills and values by which you lead your department. What type of attitude do you project to your staff and other members of your community college? A positive attitude allows you to engage people at all levels; willing to hear what others have to say; can accept failure; share your thoughts with others using them as a sounding board: willingness to forgive people; finding solutions and not laying blame on others; letting people know where you stand yet listening to other view points. Attitude is something you control and can change. Do you take the initiative to be a self starter, not waiting for your boss to tell everything you should be doing? Knowing your job and all the little details that come with day-to-day activities should be as natural as eating. You know your strengths and weaknesses, build on your skills and values while learning to improve on your weakness through education and training. Taking the initiative to improve your weaknesses; don't be afraid to ask others how you can improve on a particular skill set. Failure is not an option, it is necessary for all of us to improve on our job performance and dealing with others. You are willing to put the extra effort that is necessary for your personal growth and for your college. Don't complain about things you can't control, take charge and provide a solution and alternatives. Look at how others handle various situations, ask for help and be willing to share because we all need to share our skills with others. It is your attitude toward your job and others as to how well you function as a leader. You should take a few minutes each day to reflect on your attitude and values. Ask yourself, "Are they really working for me?"

New ACCFO Members

❖ **Scotty Mabe** was hired at Richmond Community College as the Directory of Facility Services. Please take a few minutes to contact Scotty to welcome him to ACCFO. His email address is sa-mabe@richmondcc.edu or you can call him at 910-410-1684. We encourage Scotty to become involved in ACCFO and seek assistance from our knowledgeable and experienced members.



❖ **Jennifer Popielarski** was hired at Central Piedmont Community College as an Administrative Specialist in Facilities Services. She will be handling a variety of Facility issues plus she has an outstanding background in computers. That means she will get a chance to use her skills at various facility software programs and interfaces. You can contact her at Jennifer.Popielarski@cpcc.edu or you call her at 704-330-2772 Ext. 3839. We are very pleased to have her on our team.

❖ **Billy Harris** at Guilford Technical Community College was promoted to Director of Physical Plant. We would like to congratulate him on his accomplishment and promotion. We hope Billy will be joining us our next ACCFO Conference and share his experiences with other ACCFO members. You can reach Billy at bjharris@gtcc.edu or you call him at 336-454-1126 ext. 50244.



Departing ACCFO Members

❖ **Wes Landrum** of Gaston College has decided to return to private industry. We appreciate and would like to thank him for his contributions to ACCFO and to Gaston College.

❖ **Martin Guion** of Craven Community College has decided to take a new position outside of the college. We would like to wish him the best in his new endeavors.

❖ **Lee DuVall** of Guilford Technical Community College decided to retire and move to Saint Augustine, Florida. We wish him happiness and success as he transitions to a very rewarding and different lifestyle in his retirement. Watch out Sunshine State.

❖ **Gary Johnson** of Mitchell Community College is planning on retiring on June 30, 2015. He still has time to rethink his situation because Mitchell CC will be losing a valuable asset and high profile administrator. Gary has contributed so much to ACCFO and has been instrumental in making ACCFO known throughout the state. Gary was very instrumental in helping Brady Services establish the first MIKE BRADLEY MEMORIAL SCHOLARSHIP through ACCFO. We know that Gary may be taking a lot of fishing trips and relaxing in the mountains. We wish him many years of good health and relaxing days. Thanks for all you have done in the name of ACCFO.




❖ **Scot Quesenberry** of Forsyth Technical Community College is planning to retire come May 1, 2015. Scot has provided leadership over the Vendor Committee for as about as long as we have invited vendors to participate in ACCFO. Forsyth Tech will be hard pressed to find his replacement. Scot has always set high standards for his employees and he expects their very best. Scot will be taking on more Grandparent's duties which is a very good thing; spending more time with your children and grandchildren, what a wonderful retirement. We wish him the very best in his retirement. Stay busy, Scot.




Something to Think About

CPCC's solar PV charger for phones and hand-held electronics

CPCC recently installed a solar-powered charger for electronic devices on the Quad of their Central Campus. Made by NRG Energy Street Charge in Salt Lake City, Utah, it has three 20-watt solar panels that can charge up to six devices at a time. The built-in USB cords and tips are weather and tamper resistant. Only four hours of sun per day replenishes the batteries. LED lights provide illumination for cable connection at the "table."



People expect power everywhere for charging. This device supports CPCC's sustainability programs and promotes student, faculty and staff use of the new tables, chairs and benches on the newly renovated Quad. Provided by Pamela Metcalf at CPCC.



<http://streetcharge.nrg.com/>

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Something to Think About

Do you have a Computerized Maintenance Management System (CMMS) at your community college? Does it do what you want done or do you wish it could do more? Such a system allows us to track our work orders and generate reports that allow us to manage our work flow and completion rates. You should be able to see what type of work orders cause you the most time and money. It should allow you to see which employees are generating the most work orders and the amount of time spent on each task.

Your CMMS should also allow you to generate preventative maintenance work orders so you know when air filters need to be changed, service your HVAC equipment, pumps, motors, and track renovations. Most CMMS will allow your supervisor to assign tasks, know what you have in inventory, notify you of all of your inspections, track projects, and even track training. Your better CMMS will allow you to have pictures embedded along with floor plans. The more things you are able to place in your CMMS, the easier it will be to find things and it should be the keeper of all data.

Be aware of all cost associated with your CMMS system: yearly subscription fee; cost for upgrades; cost for technical support; do they provide cloud service; access to your college IT Service and servers; initial cost to set the system up; how much time; special request or fields; and cost for troubleshooting after the initial installation. There are a lot of things to consider, when you narrow your software down, please contact a college that is utilizing that program already for their feedback. GOOD LUCK!

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Have you installed LED lighting anywhere on your campus? Hopefully most of us have converted our EXIT signs over to LED fixtures. Have you been able to start replacing some of your compact fluorescent lamps over to LED lamps? Maybe wall-packs on the side of some of your buildings or maybe install LED pole lighting in your parking lots. If you have, could you share your experiences with the installation and if you have been able to determine if your utility bill has been reduced due to those modifications? We would like to share your experiences with our members so they can determine if it is feasible for them to pursue. If you can send me your experiences, we can include them in our next issue.

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Do you have contingency plan for an “active shooter” on campus that you would be willing to share with other members? Maybe if we can publish a few plans, then other community colleges can draft their plan utilizing information contained in your plan. This may help establish some standards that may be required at all community colleges. We would appreciate your comments and suggestions as how a member college can establish some necessary plans for their campus. Thank you for your input and we would like to share your ideas.

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CVCC STUDENTS AWARDED FIRST MIKE BRADLEY MEMORIAL SCHOLARSHIP

Catawba Valley Community College students Gabriel “Ben” Ou of Taylorsville and James White of Claremont were recently awarded the first Mike Bradley Memorial Scholarship.

Both students received a \$500 scholarship to fund their education.

Ou is enrolled in the Automotive Systems Technology associate degree program. He serves as secretary of the college’s SkillsUSA chapter and president of the Automotive Club. He was named Student of the Semester fall 2014 and was nominated by his peers to participate in the Student Leadership Academy. He also serves as chairman of the Hawksnest Project, a student-run pantry to provide food for hungry students. Ben is the son of Lidia and George Ou of Taylorsville and is active in his church youth group.



“Ben is a perfect fit for this scholarship, not only because of his willingness to learn and help his classmates learn, but also because of his desire to help others in the community,” said Automotive Systems Technology Program Director and faculty member Shawn Mull. “Ben demonstrates generosity and character well beyond his years, and it will be a pleasure to see what the future holds for this fine young man of integrity.”

White is enrolled in the Heating, Ventilating and Refrigeration diploma program and plans to complete it and an associate degree in general occupational technology next year. He has many years of work experience in the land surveying business and mechanical field as a pipe welder. He is an excellent student and has achieved high honors at CVCC for three successive semesters. He and his wife have two children and are active members of Springs Road Baptist Church.

“James is one of the best students I’ve had,” said Heating & Air Conditioning faculty member Jody Lail. “He works hard in the classroom and takes extra time on lab exercises. The notes he takes and the questions he asks in class makes you proud to have a student of his caliber.”

Established by the Association of Community College Facility Operations in 1992, the Bradley Memorial Scholarship was named this year in honor of Mike Bradley by his long-time employer Brady Services. Bradley served as an outspoken supporter of and advocate for ACCFO. In his honor, Brady Services funded the annual scholarship to be given to students at a member college pursuing a degree in automotive, air conditioning, heating and refrigeration or industrial technologies through the ACCFO organization.

ACCFO members are employed as maintenance directors, managers, supervisors, physical plant managers and foremen employed by North Carolina Community Colleges to oversee physical plant operations and buildings and grounds maintenance.

Brady Services provides energy savings through comprehensive HVAC building solutions for commercial and industrial facilities across North Carolina. Founded in 1962 and based in Greensboro, the company is a family-owned enterprise with locations in Raleigh, Durham, Fayetteville, Wilmington and Charlotte.



CVCC is an accredited comprehensive community college serving Catawba and Alexander counties. Approximately 4,500 students are enrolled in college credit courses and more than 10,000 students are enrolled in short-term, non-credit learning opportunities. It offers programming in Hickory, Newton and Taylorsville and in many community and workplace locations. For more information, visit www.cvcc.edu.

Provided by Mary Reynolds of CVCC

Ray Guffey, Ben Ou, James White, Jody Lail, Shawn Mull, & Brad Resler

Going Green at Your Community College



Green cleaning should be your choice for your housekeeping staff at your community college. If you are still using toxic cleaning chemicals, you really need to consider going GREEN. There are so many products on the market that will do just as well if not a better job of cleaning your buildings floors, bathrooms, furniture, walls, doors, windows, mirrors, just about anything that needs cleaning. If you are using non-green chemicals, please know that they could potentially get in our sewer system and/or storm water system which could be harmful to your health and others health. If you have a problem of finding a good replacement, please let us know and we will provide you with a name. You want your staff, students, teachers, and visitors on your campus to be safe.

Do you want to continue using products that contain chemicals that can actually make students sick or cause respiratory illness such as coughing, sneezing, headaches, and more? What can you do to provide a clean and safe environment for your students, teachers and staff? The easy answer is using green products; but how do I know the product I am using is green? The best way is look for certifications that include the Green Seal, which evaluates institutional cleaners, hand soaps, sanitary paper products, cleaning-service providers and floor-care products. Certified products must have appropriate health and safety labels, and training is available to ensure workers use products safely. Another way to determine if you should use a product is to read the label; specifically look for “chlorine-free” on the product label. Housekeeping is similar to landscaping: provide an inviting environment that not only looks good but smells great.



What IS Green Landscaping?



Green landscaping (also know as sustainable or eco-landscaping) is a method to design, create, and maintain your landscape to save time, money, and energy. Green landscapes nurture wildlife; reduce air, soil, and water pollution; and make healthy green spaces. Green landscaping means reducing or avoiding chemical fertilizers, pesticides, and herbicides, which improves the environment. First, test your soil. You may not need to add any chemicals. If your soil needs nutrients, consider adding compost and other organic materials to improve the quality of your lawn. Avoid over-fertilizing with chemical nitrogen and phosphorus fertilizers, which can run off into groundwater sources, adding to water pollution concerns. Never allow your grass clippings or leaves to stay in the street; they are a major source of water pollution. Blow the chopped grass and leaves back onto the lawn where they'll decompose and add nutrients.

Apply only the smallest amount of nitrogen-base fertilizer you need; excess nitrogen can burn lawns. Apply fertilizer to lawns only in the fall and spring when it is most beneficial to the grass. A quick-release fertilizer applied in the fall, not the spring, is the most important because it helps build reserves for the spring growth.

Green landscaping is an alternative method to landscaping that allows you to remain focused on the aesthetic quality of your grounds without the use of hazardous chemicals and harmful techniques associated with traditional landscaping practices. In most instances, green landscaping projects are initiated by an overall desire to save energy, time, and money spent on our grounds and sometimes, buildings. It's easy to see that green landscaping directly impacts the environment by reducing air, soil, and water pollution. But that's not all! For example, HVAC costs can be significantly reduced by integrating green landscaping with our campus buildings and structures.

By introducing green landscaping onto your campus grounds you will improve “curb appeal”, create healthy common areas, and pioneer a landscape that future generations will benefit and appreciate for years to come. GO GREEN

Provided by Zack Lester at CPCC.