

The Latest FAD

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From the Vice President

What a fall and winter we have had here in the Northwest! The wind, the snow and ice, the rain have been our constant companions for these last several months. Hopefully by the time this letter is published spring will have begun to arrive, the days will get longer and the sun will make a guest appearance.

The reaction of many FAD employees to the power outages and severe weather has been wonderful. I want to thank everyone who came in during the power outages and ice and snow to attend to Evergreen. Many of you were without power yourselves but still chose to answer the call to come in and help the campus. This display of dedication

should make all of us proud of who we are and where we work. Again, thank you to those employees who came to the aid of Evergreen.

The leadership of FAD continues to change in a relatively short period of time. Paul Smith was first hired to lead Facilities, then I was hired, then Collin, then Aaron and now with Ken Holstein's resignation yet another leadership change will occur. I realize that coping with leadership changes is stressful. After all the quality and integrity of your supervisor has a huge impact on the quality of your work life. Shortly we will begin the process of hiring a new Associate Vice President for Human Resources. My pledge

is to involve as many people as possible in the recruitment and selection of this very critical position. Please feel free to give me your input on how to make the process an inclusive journey. In the meantime I want to thank Laurel and Allen for co-directing the human resources aspect of the office.

Speaking of change, spring will be here soon and with it warmer weather and longer days. This gives us more time outside to enjoy the Pacific Northwest. I hope your work life is balanced with some of the wonderful recreational opportunities our area provides. Until next time...

Kindest Regards,
John Hurley

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Outside of Work—Sharon Nagle

Upon the suggestion of Kathleen Haskett, Purchasing Manager, *The Latest FAD* sent an internal affairs correspondent to interview Sharon Nagle, Buyer 1, on her floral endeavors outside of Evergreen. Sharon has been a plant lover from way back and prior to coming to Evergreen in 1999 she worked at Washington State University where she was able to take advantage of their Master Gardener program. This program consists of classes, volunteer work and a final examination where stu-

dents learn all about plants, soil, water and insects.

In addition to growing plants Sharon also enjoys arranging them. At WSU Sharon spent days putting together rose bouquets for their annual Valentine sale and after taking classes on floral arrangement worked at a florist shop in Moscow, ID. Since moving west Sharon has worked on

several projects including the planting and maintenance of annuals at McAllister Park in Lacey for five years. Sharon told our reporter, "I wish TESC had a small area on campus for individuals to plant flowers to beautify the campus. But I don't know if that is possible. But that is something that I would enjoy working on."



Facilities Update

The next Facilities Services Employee of the Quarter is Dan Clarke



from Evergreen's Tacoma Campus. Dan was nominated because he provides excellent customer service on a daily basis to TESC's Tacoma Campus. In addition to his duties, Dan does an excellent job providing information about water leaks, broken windows, and other emergency repairs. Dan is known for being polite and courteous and has a stellar attendance record. Dan's name will be included on the large plaque that resides in the Facilities Services' main office

which lists all award recipients and he received an individual plaque and gift card to The Outback Steak House. Dan Clarke was presented with the plaque and gift by Paul Smith, Director of Facilities, on Wednesday, February 28th.

The renovation of Lab I's first floor is moving along and construction will begin in April and the project will be completed before the beginning of the next academic year. Library Modernization Phase 2 is also proceeding on schedule with the project architect, Studio Meng Strazzara, recently completing the design development phase and preparing for the construction document phase which should be completed by July, 2007.

Outside of Work— Andy Wear

If you thought you noticed someone missing from Facilities lately, you're right! Andy Wear, Facilities Drafting Technician and Evergreen staff member since July, 2000, has been overseas twice in the past few years as an enlisted member of the Washington Army National Guard. He was first deployed from 2003-2004 where he was a member of a Combat Engineer Company. His second deployment was from September 2005 to December 2006 with a Chemical Company serving as security in Baghdad. When asked about how he feels to be back Andy told us, "Being home is really very good. It can be a little difficult to adjust at first, and things can seem a little unreal for a while." Welcome back Andy!

Business Services Update

The Purchasing Office has been busy working with Housing and Facilities on several projects. Bids were recently received for a card operated laundry service for student residents in Housing. The contractor will provide all new washers and dryers that will be operated by a card rather than cash and Evergreen will in turn receive a commission.

Purchasing staff members are also working with Facilities staff Rich Davis and Hal Van Gilder on a new elevator maintenance contract, smoking shelters and the procurement of portable buildings that will be used during the second phase of the library remodel.

The Sustainability Task Force has formed working groups to target specific areas of campus sustainability. The Paper Purchasing/Print Management Working Group has many FAD staff members on its roster and



is comprised of: Kathleen Haskett (Purchasing), Bill Gilbreath (Copy Center), Pat Miller (Bookstore), Marshall Robinson (TSS), Mindy Muzatko (Library), John McGee (Academic Computing), Steve Kerr (TSS) and Thad Curtz, (Faculty). The group has been working since fall quarter to identify current inventories of paper and ink cartridges, review current equipment and product procurement practices and explore ways to improve.

Student Accounts recently lost Tina Pearson, Lead Cashier, when she promoted to a position within Academic Budgeting last winter. Staff members are currently reviewing applications for her replacement and hope to have a new person sometime in March. Student Accounts staff are also working with Administrative Computing to allow admission application fees and advance tuition and housing deposits to be received over the web. Testing began in early March.

Conference Services is busy reorganizing summer conference season. This

year they will have two teams of four students that will help support individual conferences and work closely with the conference coordinator. Two of the students, interested in pursuing a hospitality career, will be doing internships at Evergreen. They will also hire a full time student office assistant to help us during the busy conference season. Linda Hohman (a previous Evergreen employee) will be returning part-time to coordinate some of the summer conferences. Kim Buechel, Fiscal Technician 3, recently left Evergreen to take a professional development opportunity at another agency. Conference Services bids Kim a fond farewell and wishes her the best of luck.

The Fiscal Year 2006 state audit was completed in December and the College received no findings or management letter items. Evergreen's financial statement will be available in March and for the first time will include the Foundation's information as well.

New Faces and Old Faces in New Roles

There have been several new hires and promotions across three of the four FAD departments this past quarter.

Michelle Holmes was promoted to a Trades Helper as of December 4, 2007 and will now be part of the Mechanical Services team. Prior to her most recent promotion Michelle worked as a Window Washer and Custodian at Evergreen.



Sara Shafer is brand new to Evergreen, January 2nd, recently hired as a Secretary Senior. Sara will be assisting the Director of Computing and Communications and helping C&C staff with projects. Prior to becoming a Greener Sara was the Secretary to the Director of Student Services for the Lee County School District in Florida.



Chuck Munch is also new to Evergreen beginning his position as a Maintenance Mechanic 2 on January 4th. Chuck also came to us from another state as he recently was a Chief Engineer at ABM Engineering in Oakland and an Engineer at Exodus Communications.



Rip Hemingway isn't new to the college but is new to FAD as the new Academic Computing Manager as of January 21st. Rip most recently worked for Academics as the Manager of Scientific Computing and before that as a Science Instructional Technician for GIS.



Patrick Rau is another staff member who is new to FAD from another division on campus. Patrick joined the Mechanical Services team in Facilities on March 19th as a Maintenance Mechanic 2. Patrick comes to us from the Campus Child Care Center where he was an Early Childhood Program Specialist and before that he worked at Lewis County Head Start.



Dave Metzler rounds out C&C's list of hires this quarter in his new position as a Systems/Analyst Programmer. Dave will begin his position in spring quarter on April 2nd. Dave will be transitioning out of his Network Services Manager role during this time. Congratulations and welcome to all!



HRS Update

In February, HRS had twenty -two staff recruitments open. HRS has also begun work on the development of an exempt staff compensation plan. The HRS staff has started planning for the implementation of the changes negotiated in the classified staff union contract that may become effective on July 1, 2007 pending acceptance by the legislature.

Planning for the 2007 Staff Development Summer Institute has begun. Staff are asked to submit ideas for 2007 Staff Development Institute workshops to Allen Toothaker.

Did you know?

Evergreen purchased 10,193 feet of 8 1/2 x 11", 30% recycle paper, in fiscal year 2006. If stacked one ream on top of the other this would be equivalent to: almost one Mt. Baker (10,778 feet), 17 Space Needles (height of Space Needle is 605 feet) or 77 Evergreen clock towers (height of TESC clock tower = 132 feet).



FADulous Answers

In order to maintain anonymity and promote submissions, semi-witty pseudonyms have been used in place of the names of individual questioners. The staff at The Latest FAD strongly encourages employees to submit questions via email to slonee@evergreen.edu or by mail to L3127 which will be answered in the next issue of the newsletter due out in



June.
"How are the Board of Trustees selected?" – Fascinated in Facilities

Evergreen's Board of Trustee members are appointed by the Governor for a six year term and can be appointed for more than one term. In addition to the regular seven members of the Board, one student member is appointed each year and is a full voting member except in personnel issues. This student member is chosen

by the Governor who reviews candidates who self-nominate. If more than five students apply Student Activities organizes a student-wide vote to determine who will be forwarded to the Governor. Current Board members include: Jay Carmony (student), Stanley Flemming, Christopher Hedrick (Chair), David Lamb, Karen Lane, Anne Proffitt and Marilee Roloff (Secretary). For more information about the Board of Trustees visit: <http://www.evergreen.edu/trustees/>.

Finance and Administration
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Finance and Administration's Mission

Provide high quality services and facilities, enabling each Evergreen community member to succeed.

Computing and Communications Update

In Technical Support Services, staff members have been working on a variety of projects this past quarter. Rob Rensel, Technical Support Services Manager, is leading a review of TSS and the services they provide with the goal of developing recommendations concerning how to best align resources with the college's evolving technology support needs. Once they have completed an internal review they will begin seeking input from the Evergreen community.

As many of you know several staff members having been working on changes to daylight savings time. Daylight savings time was recently extended by the Energy Policy Act of 2005. This Federal Legislation passed in July, 2005, amends the Uniform Time Act of 1966 by pushing up "spring forward" to the second Sunday in March from the first Sunday in April and moving our "fall back" date to the first Sunday in November from the last Sunday in October. Many electronic devices automatically adjust for day light savings time and as such would be changing their information

based on the previous legislation rather than the new dates. TSS staff members deployed a "patch" which gives these devices updated directions. Patches were successfully put in place for campus servers, workstation computers, email services, public folders and about 1500 mailboxes. Staff continues to trouble shoot a few remaining workstations that didn't patch for a variety of reasons.

Al Saari, C&C's new Capital Projects Manager reports that, "Library Phase I has 7 classrooms with extensive audio/visual presentation systems for enhancing the teaching and learning process. TSS is working with the AV consultant and contractor to correct discrepancies discovered during inspection and operation of the systems. Our goal is to complete this work within the next few weeks."

Bob King, Information Technology Specialist is working to implement an E-911 service for all campus telephones. This service will allow emergency first responders to have the exact location of where a 911 call was made on campus and for duplicate

information to sent to Evergreen's Police Services. Bob is working with Marshall Robinson, C&C's Buyer, to complete a Request for Proposals and select a vendor by the end of March and have the project completed by the end of June.

The Administrative Computing team is working on implementing a new piece of Cashnet so that we can receive miscellaneous payments from non-students that have to be processed differently such as the fee that must be submitted when individuals submit an application for acceptance. Tony Alfonso, Administrative Computing Manager, told us that Cashnet is, "a vendor that provides a product by the same name that gives us the ability to accept credit card payments over the internet and record the transactions into Banner seamlessly and in real time. The nice part is that they host the application and all of the back end processing with the financial system clearinghouses and banks. They are responsible for being compliant with the credit card company regulations, etc."