



WAKE FOREST  
UNIVERSITY

Facilities and Campus Services

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# FACILITIES & CAMPUS SERVICES

*F&CS wishes both our Project Management employees: Keith Callahan, previous Director (last day: October 31, 2018), and Cyndi Tucker, Administrative Assistant (last day: February 11, 2019), all the best in future endeavors!*

## Human Resources Update

Christy Lennon has recently transitioned to the Athletics department. F&CS wishes her all the best! If you are in need of assistance, you may contact HR at askhr@wfu.edu or 336.758.4700.

## TIAA—Retirement Planning

A Financial Consultant will be available February 12-14, 2019, for 30 minute session planning. Please [register](#) by visiting the [TIAA website](#) or calling 800.842.2776. As always, you may bring your partner, spouse, or financial decision maker with you to the meeting.



Within Workday, the [Training & Support](#) worklet will give access to job aids and training opportunities.

Please contact either Eudora Struble at 336.758.3243 or Joel Rogers at 336.758.4246 (designated F&CS Workday Power Users) for 'how to' and 'I can't find this' assistance.

Training classes are available on the [Workday Learning](#) website. Please visit [Workday](#) for more information.

## NOMINATE THE NEXT F&CS ELECT WINNER



Who will it be?  
Facilities & Campus Services  
Nominate someone at  
[F&CS-elect](#).

## A SONG OF SNOW AND ICE

Facilities & Campus Services staff have responded to several winter events this season, including #WinterStormDiego that caused over a foot of snow on campus! You may watch a short video clip obtained from the Hearn Plaza webcam on [twitter](#). As much as we love our beautiful campus covered in snow, we look forward to everything that spring will bring!

The winter weather did help make this year's [Annual Winter Temperature Setback Program](#) our most successful to date with estimated savings over the winter break almost reaching the \$100,000 plateau (read more on page 3).



Credit: Matthew Gfeller

## FESTIVE EVENTS

Our last quarter was full of excitement and tradition with our annual events including Project Pumpkin, a Chicken Stew held in memory of Philip Honaker, and the Holiday Luncheon.

*Thank you to all who made these events possible and to the President's Office for back-to-back appreciation breakfasts!*



Credit: Cara Davis

Pictured: Whitney Barker, Support Services, and Andrew Norton, Landscape, at Project Pumpkin 2018.

## THE THREE L'S OF THE SEASON

**Luminaries** - Each year, Wake Forest University Advancement displayed [luminaries](#) in honor of Wake Forest Fund donors and arranges them around Hearn Plaza in time for the Lovefeast.

*"We welcomed over 4,000 reusable luminaries that can be stored and used for years to come." - Paul Sheff (pictured in the image to the right with Ron Whitlock)*

**Lovefeast** - The [51st annual Wake Forest Lovefeast](#) was held in Wait Chapel on December 2, 2018. The [Lovefeast](#) is a custom practiced in the Moravian Churches of North America. A Christmas story was told as participants lit candles and enjoyed sweet buns and coffee.

**Lighting of the Quad** - The annual [Lighting of the Quad](#) held at Hearn Plaza featured holiday snacks, candles, and musical performances. President Hatch flipped a switch for a menorah and the trees in the quad to be lit as the carillon chimed out a holiday tune.



Credit: Sustainability



SPECIAL PROJECTS

October 2018

- BPI<sup>2</sup> Angelou Hall education session on 10/22/18.

November 2018

- The Reynolda Village Redwood Pergola replacement project was completed.  
- A new fuel tank was set in place behind the Central Heating Plant.  
- Bruce Avelar, Fleet Services, completed the test to perform state vehicle inspections.  
- BPI<sup>2</sup> South Hall education session on 11/29/18.

December 2018

- On 12/11/18, M&U’s quick action restored power caused by unusual circumstances.  
- Wake Forest University bought nearby residential complex Deacon Place.

LATEST NEWS

- ◆ New Outdoor Classroom on Campus
- ◆ Confined Space Training
- ◆ Wait Chapel LED Lighting Project

Keep checking our Latest News to keep up-to-date with the F&CS department.

A WINTER HOLIDAY ARRANGEMENT

The Facilities & Campus Services Landscape team held a PDC class ‘Create a Winter Holiday Arrangement’ on November 20, 2018. Elizabeth Horton-Berry (pictured below) facilitated the class that provided containers, materials, and assistance to all participants. This was a fantastic event that allowed individuals to create something special for a home or office, or even as a gift for a loved one! Keep looking for future F&CS classes on the PDC website.



TRAINING OPPORTUNITIES

WORKORDERS

Please contact Brett Hewitt at hewittbt@wfu.edu or 336.758.6195.

Please visit the PDC website for other WFU opportunities.

# WAKE FOREST

## DEMON DEACONS

### MEET THE WOMAN BEHIND THE PROJECT

Wendy Wooten (pictured below) has been a Senior Project Manager for Wake Forest University’s Facilities & Campus Services department since September 2012.

*“I was on the design side of the world before I came here.”*

Wendy says as she explains some parts of the job that are pleasantly different than what one would expect.

*“The neat thing about being at Wake Forest University is that I get to go on site a lot more, go through the design, and I get to be involved in the whole process. That’s nice!”*



Wendy’s position differs from the other F&CS project managers who handle WFU administrative and academic projects—she works on the Athletics departmental projects. This includes collaborating with Steve Adams, the Associate Athletic Director, who is over the Athletics department’s internal operations. Wendy’s latest projects with Athletics include the Baseball Complex and the Sports Performance Center, *“...which will be something to see.”*



### XEROX COPIER INSTALLATION

F&CS has replaced the old copier machines with new multi-function Xerox devices in the following locations: the HS Moore mail room, M&U administration area, the Facilities Warehouse area, and the Landscaping department in December 2018. If you have any questions or need assistance, please contact Cara Davis, F&CS Warehouse Administrative Coordinator, at davisjcj@wfu.edu or 336.758.2568.



### PARTNERSHIP: MADE ON TIME

The F&CS Support Services department and the Construction department worked together on a joint project to create a sustainable, protective case for the new iPad time stations. Not only are these time stations beautiful to look at, but they were made with recycled wood obtained from Wake Forest University bunk beds. If you have any questions, please contact Brett Hewitt at hewittbt@wfu.edu or JL Bolt at boltjl@wfu.edu.



### WORKDAY TIP

Here is a tip that might be helpful when creating expense reports in the Workday system:

- ◆ PCard charges in an expense report will show a ‘**credit card symbol**’ in the line charge. If not, you may be requesting a reimbursement! See an example in the images to the right.

Personal	Company Paid
0.00 USD	17.23 USD

01/25/2019	17.23
Supplies-Other	



# Congratulations

Philip Honaker, Plant Operator in F&CS, was recognized as WFU Employee of the Year. The nomination (in part) reads: *“He always has a smile on his face and does all he can to make things happen as they should. ... There is nobody he has met that he could not get along with. His desire and dedication to his job and his fellow employees has made him one of the best employees this University has ever had, and he deserved to be honored.”*



Rooster Honaker waves with his son, Philip Honaker (who is a 5-year honoree), and President Hatch.

This newsletter is dedicated to the memory and life of Philip “Rooster” Honaker (1960—2018).

# Service Milestones

30 YEAR  
Elizabeth Berry

15 YEAR  
David Norris

10 YEAR  
Derek Reece

5 YEAR  
Eric Sloop,  
Randall Beverly, Craig Young,  
Darin Thomasson



Wake Forest University  
Facilities & Campus Services  
1834 Wake Forest Road,  
Winston Salem, NC 27109

[fcsnews@wfu.edu](mailto:fcsnews@wfu.edu)

P: 336.758.2568  
F: 336.758.3933



# ENERGY SAVINGS

Doug Ecklund, Building Systems Manager, has tabulated the results of the 2018 Winter Temperature Setback Program and has great news to share!



During the review, it was discovered that the 2017 program’s (originally \$59,508) reported savings was actually \$80,107. Even greater news was that our 2018 program savings of \$99,157 exceeded the previous year’s record. A very special thank you goes out to the Campus Community that willingly allows us to perform the program over the extended Winter break!



Pictured from left to right: Mike Draughn, Jimmy Nifong, Doug Ecklund, Jim Montgomery, Jim Coffey, Alan Winkler, Stephanie Poskin, and Brad Gwyn.

# WFU GOES GOLD IN STARS

F&CS team members were honored on November 19, 2018, by the Office of Sustainability as helping achieve the Wake Forest University STARS (Sustainability Tracking, Assessment & Rating System) ‘Gold’ rating. STARS is a program of the Association for the Advancement of Sustainability in Higher Education (AASHE). Read more about it on the Wake Forest News.

# STAFF CHANGES

## Custodial Team

Shyteria Peterson Custodian  
Elisa Torrez Custodian

## Project Management Team

Chris Poe Interim Director

# RETIREMENTS

## Maintenance Team

Charles Boger

## Years of Service

25 years

# WFU COMMUNITY

The WF Wellbeing Center will offer Deacon Family Hours every Saturday, 9 a.m. - 1 p.m., starting on February 2, 2019. Members are encouraged to bring up to four guests free of charge (one spouse/partner and three minors under the age of 18, including children and grandchildren) to enjoy the pool, gym, and climbing walls. For more events, please visit the WFU Event Calendar.

# DEACON FAMILY HOURS

WF Wellbeing Center  
Every Saturday from  
9:00am - 1:00pm

# DEPARTMENTAL AWARDS

Wake Forest University has been named #13 for the ‘50 Most Beautiful Colleges in America’ via Architecture + Design.



# BIRTHDAYS

## JANUARY

K. Badgett	5
L. Love	5
E. Torrez	6
M. Haynes	8
J. Schuyler	13
S. Siscoe	18
X. Caldwell	19
N. Matthews	19
P. Sheff	19
M. Rabb	20
C. Tucker	21
C. Wilson	27
D. Davis	28
P. Johnston	28

## FEBRUARY

T. Cooke	1
B. Nail	1
S. Poskin	1
C. Zarate	2
F. Fant	4
D. Moore	4
D. Penn	5
M. Woodard	6
S. Pinkos	9
C. Poe	9
W. Lennon	12
A. Norton	13
J. Coffey	20
T. Bowles	22
C. Tabor	22
J. Bailey	23
D. Richardson	24
M. Gray	28

## MARCH

T. Todd	1
H. Brown	2
E. Herrera	2
J. McCrowell	3
W. Wooten	5
A. Salamanca	8
G. Samuels	9
S. Looney	11
R. Whitlock	19
B. Mabe	21
M. Murray	21
C. Young	21
T. Forrest	22
B. Hewitt	22
A. Hague	23
B. Venable	23
M. Draughn	24
M. Gfeller	24
B. McClure	25
A. Winkler	25
D. Grieser	27
A. Harris	29
C. Thompson	29

