

MEMORANDUM

To: Mark Lussier, Professor
President, University Senate

From: Francisco Lara, Associate Professor
Chair, University Services and Facilities Committee

Date: April 15, 2013

Subject: Year-End Reports

Members:

Steven Hooker (Exercise and Wellness), Rajni Nair (Science, Mathematics, and Social Sciences), Kristin Hoffner (Kinesiology), Katie McLin (Music), Jesus Rene Villalobos (Computing Informatics and Decision System Engineering), Lisa Whitaker (School of Social & Family Dynamics), Chris Kyselka (Collaboratory), Tom Schildgen (President-Elect, Polytechnic campus), Alan Goldman (WPC Management), Ron Zambo (Teacher Prep)

Report:

We are glad to inform that the USF committee was active during year covered by this report responding to concerns of the senate and the faculty regarding incidents involving maintenance and management of facilities and other university services.

Last fall, the University Senate President, Mark Lussier, asked the USF Committee to review two separate incidents affecting the Language and Literature and Interdisciplinary B Buildings in the Tempe Campus. The first involved the flooding of the Language and Literature building and the subsequent displacement of faculty and staff along with the interruption of classes in several floors starting on September 29th. The second incident occurred on October 1st and involved the presence of the Tempe Fire Department after smoke was detected in the elevator shaft at the west entrance of the building. In both cases the cause of the incidents, the amount of disruption and damage, and the protocols followed by the university were unknown. The committee asked faculty and classified staff about the two incidents. We also met with Dr. Morgan Olsen, Executive V.P. and Chief Financial Officer, to obtain firsthand information and discuss the response of the university in these situations. Based on these activities, the USF recommended the following:

1. Increasing the level of awareness of the ASU faculty and staff about ways to how to alert facilities management of any issues affecting offices, classroom and other facilities, so they can respond promptly and effectively to any maintenance issue. The ASU's Facilities Development and Management office has created an online service and hotline that allows anyone in the university to report maintenance and repair issues, including emergencies, in all campuses. These services provide faculty with the opportunity to play a more active role in avoiding hazard, minimizing disruption and reducing waste of university resources.
2. At the same time, we also recommended that the university becomes more proactive informing faculty of capital improvement needs, maintenance assessments and benchmarking, surveys and other instruments to plan and monitor the quality of facilities and services.
3. Finally, we recommended that Faculty be given the opportunity to provide direct input to the development of university policies and programs regarding maintenance of facilities and services. In

This regard, the committee recommends the creation of an online survey to measure the needs and perception of faculty regarding teaching, research and other work facilities in all four campuses.

As a follow up activity of these recommendations, the USF has been working on a survey questionnaire that will use to collect information about the experience, perceptions and aspirations of the ASU faculty in all campuses regarding university facilities and services. The survey will be conducted online at the start of the fall semester and reported to the Senate promptly.