



THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

FACILITIES SERVICES

FACILITIES SERVICES WEEKLY

NOVEMBER 25, 2024

UT Verse's New AI Assistant Rolls Out Today! Interested? Let Training Know!

UT Verse, UT's secure AI platform, is rolling out a new AI Assistant today! If you are interested in utilizing this virtual tool to enhance your productivity and streamline your tasks, reach out to fstraining@utk.edu. Training is putting together a class on this tool and wants to gather a list of those who may be interested in taking the class!

Holiday Food Box Donations Needed

Part of being a Volunteer is stepping up when your own team needs you, and there's no better time or way than by donating food items toward this initiative now. A flyer is attached with information on what your unit or sub-unit is asked to donate. For more information, see Nikki Woolsey in HR or Sam Ledford.

Carl Weaver Retirement Breakfast

It's bittersweet to share that Carl Weaver, Maintenance & Repair, is retiring on January 4th. His retirement breakfast will take place on Wednesday, December 11th at 8am in Min Kao 435/434. This breakfast is open to all who can attend and would like to wish Carl well as he retires from a job well done.

TCRS Processing for Retirement Benefit Estimates and Advising

TCRS is currently handling a high volume of requests for Retirement Benefit Estimates and advises allowing 30-45 days for processing. To request an estimate, you can email TCRS at tcrs.counseling@tn.gov or call 1-800-922-7772. Be sure to include your full name, employee number and the date of birth for your beneficiary to ensure accurate calculations for any beneficiary options you may select. If you have any questions or need assistance, please contact Angela Eidemiller in HR at Facilities or call her directly at 865-974-1141.

New Procedure for Reporting Phishing Emails

OIT is introducing changes to our phishing email reporting process. Please note that all phishing and spam emails should now be reported using the Report button in Outlook. We're also consolidating the reporting buttons to a single button (a red shield with an exclamation point) to avoid confusion and enhance our response. Moving forward, only those using the Gmail platform should report phishing and spam emails using the abuse@utk.edu.

[Learn how to report suspicious messages within Outlook.](#) | [Stay up-to-date on recent email scams.](#)



BUILDING SERVICES

- L2 Hallway carpet was spot cleaned in several areas to remove stains.
- The glass around the dining area was cleaned.
- The auto scrubber was ran through the Vol Shop.
- Extra trash cans were placed on the plaza for events.
- The stairwells were swept and mopped in both phases.
- The overlook glass was cleaned on the second and third floor.
- The plaza was cleaned up removing trash and debris from the area.
- Union Station was dust mopped, and the auto scrubber was used on the floor.
- The monumental stairs in both phases were swept and mopped with extra attention to the side rails.

OPERATIONS & LANDSCAPE

LANDSCAPE SERVICES

- No report received

MOVING & EVENT SERVICES

Events & Electrical Support:

- Choc. & Cider Appreciation (Provost Office): Sherri Parker Lee - Softball Stadium
- Presidential Court Party: Presidential Court Courtyard
- DASH Expense Training: Culinary Institute/Creamery Rooms A/B
- EEB Holiday Celebration: SERF 3rd Floor Atrium
- Chancellor's Associates Meeting: Agriculture Natural Resource Building 101 & 101A
- Under the Same Moon Event: Student Union 21st Mortgage Plaza
- Fall Forward Into Finals: Strong Hall Atrium

- Ag Research Financial Reception: Agriculture Natural Resource Building 101A
- AKA Regional Meeting: Mossman 102
- Herbert Scholarship Banquet: Agriculture Natural Resource Building 101 & 101A
- Powernotes & AI Workshop: Strong Hall B1
- Student Pipe Organ Encounter Day: Haslam Music Center G012 & Atrium
- Free Store Pop-Up Event: Student Union Executive Dining Room
- Pre-College Programs Coach Workshop: Strong Hall 101
- Delivered & set up: Student Services Building suite 115

Banners & Signage

- Big Orange Give: Returned IPAD signs at locations around campus
- Removed all Homecoming banners and replaced them
- Big Orange Give: Returned G.I.V.E. letters from Tyson House to Baker School
- Replaced Big Orange Finish Line posters in A-frames signs

Moves, Deliveries & Surplus:

- Moved furniture in Andy Holt Tower 525, 504, 527 to surplus
- Straightened out rug beneath conference table in NEB 307
- Picked up surplus furniture and delivered to Student Services Building 486
- Moved 42 large and heavy collection cabinets from Temple Hall 109 into the hallway
- Moved 11 desks to different areas of IAMM Building
- Moved two large pieces of equipment from ORNL Hardin Valley location to JIAMM 241
- Picked up furniture from surplus and delivered to Student Services 484
- Moved furniture into offices in Austin Peay suite 312
- Move furniture within Student Services Building 11M

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MOVING & EVENT SVCS (CONT.)

- Delivered packing supplies to Andy Holt Tower, Melrose Hall, Hodges Library, Dabney
- Moved cabinet at Hesler Biology 440
- Uncrated and placed large piece of equipment at ANRB G008B
- Moved furniture from HPER to Jessie Harris
- Moved furniture in Melrose Hall Bldg. G 205
- Moved classroom tables from 103 to 216
- Moved offices in Hodges Library G020 to 305C & D
- Moved offices in Perkins Hall 301B, 316, 307B, 312, 311, 215, 062, 063, 064, 319A and Dougherty 306D
- Moved lab in Dabney 573 to SERF 719
- Moved furniture from Perkins 317 to Student Services Building 486C
- Moved furniture from HPER 329 to Jessie Harris 023
- Moved items from 218 Plant Biotech to 1122 Innovation South, and 114 Material Science Building
- Moved furniture from Student Services Building 489A1 to 486F
- Picked up fridge at surplus and delivered to Hoskins Library 191F.

SUSTAINABILITY

- Created a workshop focused on garden design strategies at UT Gardens for the Sustainability Internship for Wednesday, December 4th.
- Wrote a portion of a book chapter on the UN Sustainable Development Goals (SDGs) in collaboration with several UT professors and researchers that will be published as an open-source book.

MAINTENANCE & REPAIR

HOUSING

- More vandalism over the weekend at Hess.
- We had all resident halls switched over to heat.
- Staying caught up on work orders as holidays approach.

ATHLETICS

- Neyland Stadium: Going through and making repairs from the UTEP football game. Also checking premium areas for events during the week.
- Regal Soccer: General Maintenance
- Lindsey Nelson Stadium: Doing general building maintenance.
- Football complex: Doing general building maintenance and checking all areas for recruits and visitors.
- Sherri Lee Softball: General Maintenance.
- Allan Jones Aquatic: Prepping for the Tennessee Invite swim meet this week.
- Goodfriend Tennis: General Maintenance.
- Thompson Boiling Arena: Prepping for Justin Timberlake concert tomorrow night and unloading trucks.

DINING

- Repaired combi oven at Rocky Top Dining
- Repaired sinks at Student Union I
- Repaired a steamer at Stokely
- Repaired a slicer and spray hose at Vol Hall
- Working on pre-freeze inspection for all required buildings

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ZONE 4

- A+A - worked on leak in sink in 449
- Andy Holt - worked on heat in 108
- Communications - working on heat in 276A1
- Student Services - working on heat in 489 suite
- McClung Tower - working on heat in 1014
- General building maintenance throughout zone

ZONE 5

- Zone 5 has been busy at HPER making repairs throughout the space
- PMs are being caught up on AHU
- Prepping for winter weather
- Repairs at Student Aquatics for the fiberglass filter tank
- Cleaning indoor pool and pool drains. Clean filters are ready to be installed once pool filling begins.
- Building checks, PMs, and a constant focus on customer service and satisfaction.

ZONE 7

- No report received

ZONE 8

- We are working through all of our buildings making sure that all of our operating systems are ready for freezing temperatures coming later this week.
- One-Call has been very busy checking on boilers, air handlers and room temperatures in various buildings across campus.

- We repaired a steam leak in an air handler in the Plant Biotech building.
- We repaired a leak at the CRC Material Science building.
- We have been busy working with the contractors doing warranty work at the ANRB Building.
- We are currently interviewing potential candidates for a position on the One-Call team.
- We repaired outside lighting at the South Greenhouse building.
- We have multiple issues with the HVAC system at the JRTU building that is requiring constant monitoring and modification.

M&R SPECIALTIES

- Secured door operator to wall anchors on bathroom door a Hodges Library
- Adjusted door glass in lobby doors at Stokely Hall
- Replaced door operators at Student Union Ph I and Vet Med Center
- Tightened handicap button and replaced battery for doors at Bailey Education
- Replaced lights at G10 & Administration parking garages
- Transported lifts to various campus locations
- Replaced seals on front doors at HPER
- Replaced broken garage door glass with Lexan at FSC
- Removed broken glass window and replaced with polycarb at UT Drive Bldg B
- Secured window/repaired hinge at 1844 Fraternity Park
- Repairing cracked and broken windows at Communications, Haslam Business, and Hesler Biology
- Replacing rotten window frame and window at 1816 Fraternity Park
- Repairing lobby door at Clarence Brown Theatre

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M&R SPECIALTIES (CONT.)

- Attending DASH training for work orders
- Finished clean-up of equipment data for transfer to Oracle/DASH
- Creating data upload for walk-in coolers and environmental chambers for after go-live

LOCK & KEY SERVICES

- Kappa Delta – repair multiple locks
- Stokely – laundry room will not open
- Student Union – repair lock
- Tickle Engr. – secure door
- Front Office – Processing key request, Key pickup and drop off
- University Housing – many recovers and repairs

COMM & INFO

COMM & PR

- Send any photos of your work team that you'd like to see featured on FS social media directly to Sam at sjones80@utk.edu or 865-771-1531!

TRAINING

- Don't forget to check your email for this week's DASH Training Update. Those with questions or who need to sign up for sessions can reach out to the Training team.
- Training Calendar is available online! Visit <https://fs.utk.edu/comminfo/training/> to view upcoming training dates, times and information throughout the year. The calendar is located below the "Login for online training" link. Check back often as new events and opportunities are added often!

FS IT

Looking for an update or information on the DASH implementation process? Visit <https://liveutk.sharepoint.com/sites/DASHProgram> to learn more!

- No report received

UTILITIES SERVICES

A/C SERVICES

- Auxiliary – Finished installing and starting up fan coil units.
- SERF- Worked on walk in cooler unit.
- A&A -Repaired unit.
- JARTU- Repaired steam coil.
- Laurel Hall – Repaired Freezer #5 .
- Stokely Hall – Repaired Cooler # 3.
- Alpha Delta PI- Reset and flushed hole system.
- Alumni Hall – Worked on busted coil.
- Strong Hall – Worked on cooler in room #514.
- Tickle – Got heat going in building.
- Robinson Hall – Repaired some units.
- Environmental Landscape- Finished installing new unit.



ELECTRICAL SERVICES

Fire Alarm:

- Assisted Morristown with stadium renovation
- Worked on heat detector on top of elevator @ Conference
- Sprinkler System testing at Dabney Hall
- Dirty Smoke detector H room 704 @ Hess hall
- Dirty smoke detector room C13 @ Massey Hall
- Dirty Duct detector in attic @ Pi Beta Phi
- Replaced UFD @Taylor Law
- Annual sprinkler inspection with Morristown @ Dabney Hall, Third creek, Lindsey Nelson, Vet school
- Dirty Duct detector Room104 @ 1832 Frat
- Replace 2 35 ah batteries on the 5th-floor panel @South Carrick
- Check fire panel for trouble @Middlebrook
- Move audio-visual @ Temple Hall
- Changed ceiling tile with smoke detector @ Carrick
- Relocate AV from wall to ceiling 2nd floor @Neyland
- Sprinkler system testing @ Vet school
- Disable the AC Shop @JARTU
- Fire pump running due to underground break at Fleming @ Regal Soccer
- Assisted JCI with fire panel issues @ Laurel Hall
- Assisted JCI with replacing duct detectors@ Neyland
- Fire Alarm @ Haslam
- Replaced Clock @ Andy Holt
- Replaced UFD @ Allan Jones

Electrical Services

- Porthole Lights out at Thompson-Boling Arena
- Changed all breakers in Emergency Panel at Thomson-Boling Arena
- Changed VF Drive for Pool Pump at Student Aquatic Center

- Defective GFCI receptacles at Senter Hall
- Floor lights defective at Rocky Top Dining
- Conference Room lighting not working (Lutron) at JIAM’s Rooms 145/147
- Receptacles not working at Walters Academic Building
- Hanging Power Outlets not working at the Art and Architecture Building
- Lights not working at Buehler Hall Room 415
- Wall pack not working at Andy Holt Tower Administrative Garage
- Dedicated circuit added at Student Services Building
- Power for new AC Units at Environmental Landscape
- Cupola Lights not working at UT entrance Joe Johnson and Neyland by Vet School

PLUMBING SERVICES

- Mossman Building has no hot water on the 5th floor and 6th floor
- West Sky box addition 732 Leaking pipe in the ceiling
- Student services water line on 3rd floor leaking in ceiling room 202
- South Carrick Leak in the ceiling outside of the lobby
- The Basler Boathouse shower drain is leaking to the first floor
- Volunteer Hall Drain outside next to the compactor is stopped up
- Hess Hall leak in the chase on the first floor
- Hodges Library's ground floor needs a new water fountain

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PLUMBING SVCS (CONT.)

- North Carrick needs a new bottler filler installed
- Student Services floor drain in the machine room is backed up
- Ayres Hall replaced the Emax water heater in the basement
- Phi Gamma Delta there are two toilets not working
- Claxton Building sink on the 3rd floor is stopped up
- Stadium gate 15 repaired the castiron drain
- Smokey's Kitchen under the dishwasher is clogged
- Student Health room 130 the drain is stopped up

STEAM PLANT

- Check Fluids on forklifts
- Clean Shop area and floors
- Cob web clean up on fire floor
- Maintaining the air filters on the compressors
- Disassemble softener line to clean the strainer
- Eye high probe leak repaired on #3
- Shut down lower steam line for repairs
- CAT generator test run was completed

CONSTRUCTION SERVICES

- Agriculture and Natural Resource Building: Install cabinets 411; Display cabinet 219
- Anderson Training Center: Water and drain for Smokey's
- Andy Holt Tower: Phase II renovations; Panic buttons on 3 and 5; Signage 505; Electric for cart P2
- Aramark Food Court Cumberland: Repair basement access ladder
- Art and Architecture: Install Unistrut grid for camera and lights 235; Repaint front, adjust doors and replace flooring in Ewing Gallery 115; Add walls 431; Remove wall and counter, paint 215C; Renovate office 354
- Austin Peay: Paint, carpet, furniture on 2, 3 and 4; Keypad lockset 401C
- Baker Center: Remove shelving 334
- Campus: Water meters for cooling water make-up; Move 2 bus shelters; Rework bollards between Student Union and SMC; Support for dining operations; Locks for CEHHS rooms
- Claxton Education: Paint, flooring, other renovations to 101 and 109A; Access controls for 101; Paint 105 and 118; Paint 441
- Communications: Renovate 001-017, 250/251, 294/295, 333 and 420; Demo and new wall 102 and 103; New furniture 209; Demo electric and paint 209; HVAC for WUOT 299I; Paint 202; Paint Scripps Lab; Remove shelving 333B; Panic buttons 209, 244; Electric for digital signage 429; Wall graphics 296; Door opener 106
- Conference Center Building: Paint 309 D, G and R
- Dabney Buehler: Fume hood replacement in 402 and 404; Nitrogen 216; Lab renovation 209-214; Remove/cap emergency shower 676, Polish concrete floor 633
- Dougherty Engineering: New sink 307A1; Electric and air 605; Electric in 102B

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CONSTRUCTION (CONT.)

- Facilities Services: Install monitors in 127; Digital signage on conf. rooms; Monitors in 122
- Food Science: Rework lights and counter tops in 105
- Fred Brown: HVAC, exhaust for food areas; Paint walls, stairways, etc.
- HPER: Paint B020; Mesh gates/offices B001, B002; Paint and patch 301; Level floor 113, 120-124; Wall and door 143; Outlet for vending
- Haslam Business Building: Renovate 418 Anderson Center
- Haslam Music Building: Paint and flooring, electric 312 and 313
- Hesler Biology: Renovate 104 and 105 for labs; Remove growth chamber 245; Renovate 606
- Hodges Library: Renovate 6th floor; Renovate 171 for Census Bureau; Painting 255 and 256; Paint and carpet 642; Sink and room alterations 209 and 211
- Hoskins Library: Flooring for Air Force
- Jessie Harris: Renovations for B012, B023, B024; Paint and signage 236; Paint and flooring suite 112
- Law Complex: Offices, conference rooms 212; Painting on 1, 2 and 3 Law Library; Electric work 222, 223
- McClung Tower: Flooring and paint 420; Blinds 1106; Carpet and blinds 104
- McCord Hall: Renovate for growth room B003
- Middlebrook Building: Modify door controls on 137; Shelving in Vol Shop storage
- Morgan Hall: Change light switch 119B; Office renovations 105-112
- Mossman Building: Renovate labs 343 E & F, 351 E & F; Eyewash and sink 521
- Nielsen Physics: Renovate offices 210, 501
- Perkins Hall: Renovate multiple rooms for BME
- Plant Biotech: Install a UV light
- Regal Soccer: Dumpster pad, enclosure and landscaping
- Rocky Top Dining: Door protectors and ice/water dispensers 3rd floor; Trough drain inspection 399C
- SERF: Renovations for 103, 106, 108, 213; lab renovations 520 & 536; lab renovations 434, 438, 439; Lab renovations for cluster hires; Outlet and push button lock 719; Connection for equipment 531; 480 volt electric 610
- South & East Stadium: Emergency electric for weather station
- South Greenhouse: Footing for gantry crane and electric for equipment 132
- Stokely Hall: Winter Break work in dining
- Stokely Management Center: Room signage on 5 and 7; Light switch 530; Electric for cart charger on plaza
- Strong Hall: Lab work 726A1
- Student Aquatic Center: Safety handles around pool pump motor pit
- Student Health: Renovate 288A and 288B for offices
- Student Services: Renovate 116B (paint, signage, glass, cubicles); New cubicles and outlet for tv 301; Panic buttons 413A and 413C; Patch and paint 202; Carpet 101C; Carpet repairs 345A
- Student Union: ADA operators in connector; Paint 180; FRP on walls in Choollaah; Table for 4 eye burner and Ice bin BOH; Patch concrete at service elevator ph. II; Repair mop sinks G1 and G2
- Thompson Boling Arena: Pads and electric for balers
- Tickle Engineering: Renovations for robotics lab A100; Build 3 offices in 502
- UT IAMM: Modify fence around nitrogen tank; Panic button at reception desk; Relocate electric outlet 228; Support for conference room G001; Ground bar and exhaust for equipment G007; Lab faucet G027
- UT/ETREC Little River Farm: Mount satellite dish on roof
- UT Warehouse: Fence and cameras for recycling; Electric for balers

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CONSTRUCTION (CONT.)

- Vet Med Center: Electric and prep work for 2 new x-ray machines; Walls, doors, electric D118, B203
- Vol Shop University Commons: Rework lights
- Walters Academic: Renovate A203 for storage
- Zeanah Engineering: Card reader \ Add access controls for 8 rooms; Access controls on door G199B1; Lab renovations for cluster hires; Rad exhaust and moving hoods 1 and 2; Raise platform for water jet cutter G171; Electric for cabinet G158; Connections for laser cutter G166; Make 275 an office
- 2023 Lake Avenue: Paint and carpet rooms



- Facilities Services Complex Break Room & Shop Area
- Steam Plant (near time clock)
- Steam Plant Hill (Landscape Trailer)
- Hodges Library 1st Floor Service Hallway
- SERF Outside of Room 426
- The electronic employee comment box can be found at tiny.utk.edu/fscommentbox

WEEKLY SAFETY STAND DOWN

STRESS-FREE HOLIDAY SHOPPING: TIPS FOR AN ENJOYABLE HOLIDAY SEASON

Stress-Free Holiday Shopping: Tips for an Enjoyable Holiday Season

The holiday season is a time of joy, love, and togetherness, but holiday shopping can be overwhelming. There are so many options and possibilities for shopping on top of holiday planning, parties, and events. There are plenty of strategies and tips to make your holiday shopping experience stress-free and enjoyable. Here are some tips to help you get started with early holiday shopping so you can have an enjoyable holiday season:



Make a List.

Create a list of all the people you need to buy gifts for. Include ideas or preferences for each person, which will make it easier to find suitable gifts. Don't forget to include annual holiday parties and hostess gifts. If you're feeling ambitious, you could even make a spreadsheet to track purchases for each person and track budgets at the same time. Lists will help you stay organized and not forget anyone. If you're a list person, you might enjoy checking off names as you complete purchases, giving sense of accomplishment.

Set a Budget.

Determine how much you can afford to spend on gifts in total and for each person. Sticking to a budget will help you avoid overspending, which is one of the leading causes of holiday stress. You can even set a budget for decorations, dinners, and other holiday expenses. Stick to your budget and stay on top of your stress. Prepare for next year by setting up a savings account for holiday expenditures. Make deposits each month. This spreads the holiday costs over an entire year instead of all at one time.

Start Early.

Begin your holiday shopping as early as possible, ideally in the months leading up to December. This gives you more time to find deals and avoid the last-minute rush. Avoid the crowds at stores and take advantage of early holiday deals.

Consider Wish Lists.

Ask your friends and family to create wish lists or share gift ideas with you. This can make your shopping more efficient and ensure your loved ones receive something they truly want. Share your budget with your family so they can make recommendations that fit within your budget limits.

Shop Sales and Discounts.

Keep an eye out for sales, discounts, and promotions throughout the year. Many retailers have sales during Black Friday, Cyber Monday, and other events, so you can take advantage of those deals when you shop early. Sign up for email alerts from your favorite stores so you know when their sales happen.

WEEKLY SAFETY STAND DOWN

STRESS-FREE HOLIDAY SHOPPING: TIPS FOR AN ENJOYABLE HOLIDAY SEASON

Getting a jump on your shopping and staying organized will help reduce the stress during your holiday season, but another option for keeping your holidays enjoyable is to think outside the box and consider alternative gift ideas. Try making gifts, shopping local or supporting a small business.

DIY Gifts.

If you're crafty, consider making homemade gifts. These can be both heartfelt and budget-friendly. DIY gifts can also be less tangible. You can write a song or poem for someone or do a service that they didn't expect.

Gift Cards and Experiences.

Consider giving gift cards or experiences, such as spa days, cooking classes, or concert tickets. Experiences may even happen on a later date, which helps deemphasize the importance of instant gratification. Gifts like this can be a thoughtful alternative to physical gifts.

In a 2021 survey, the American Psychiatric Association found that 2 in 5 adults, or 40% of their respondents, were worried about finding holiday gifts and 46% were worried about affording gifts. Christmas shopping should be an enjoyable part of the holiday season, not a source of stress and anxiety. A few simple practices can help you keep the crazy at bay and help you remember to enjoy the holidays.

Tips to Stay on Top of Shopping

- **Wrap and Label Early:** As you buy gifts, wrap and label them immediately. This will save you time and stress as the holiday season gets busier.
- **Keep Track of Purchases:** Maintain a record of what you've purchased, who it's for, and how much you've spent. This will help you stay organized and avoid overbuying.
- **Avoid Procrastination:** Don't leave your shopping to the last minute. The earlier you start, the more relaxed and enjoyable the holiday season will be.
- **Stay Mindful of Shipping Deadlines:** If you're ordering online, be aware of shipping deadlines to ensure your gifts arrive on time. Many online retailers provide this information.
- **Stay Flexible:** Be open to adjusting your gift ideas if you come across something better suited for a particular person. Flexibility can lead to more thoughtful gifts.

Early holiday shopping and organization not only reduces stress but also allows you to enjoy the holiday season with more leisure and joy. Plus, it gives you extra time to spend with your loved ones. So, help yourself take the stress levels down a notch and pick some strategies that will keep your holidays merry and bright.

Source:

11/9/23 | Kinsey Love, Digital Marketing Manager

<https://www.altabank.com/stress-free-christmas-shopping-tips-for-an-enjoyable-holiday-season>



CAMPUS EVENTS TO EXPAND YOUR BORDERS

Building a Supportive Culture and Climate Through Design Thinking Approaches

In this interactive workshop, participants will explore proven design thinking models to drive improvements in organizational culture and climate. You'll gain valuable tools and strategies to help you shape a more positive, collaborative environment within your team.

Key Takeaways:

- Practical frameworks for assessing and enhancing organizational culture and climate using design thinking principles
- Effective strategies for fostering open communication and strengthening team dynamics

Wednesday, December 4 from 11 a.m. to 12:30 p.m.

Virtual - Link: <https://forms.office.com/pages/responsepage.aspx?id=2RNYUX1x3UWeypqhnAnW-TVgIf1f7TFImOD-OYI9czpUMkJJS0s1NzNCTERFOFozVEg2QVVYV0JCNC4u&route=shorturl>

International Coffeehouse Wednesday

Every first and third Wednesday of the month, during the fall and spring semesters, the International House partners with an international group or student organization for International Coffeehouse. This program is an opportunity for students, staff, and scholars to connect and experience different cultures through food and drink. Take a break and taste a traditional coffee or tea paired with a small taste of food native to the presenting culture group, country, or region. Student organizations and individual volunteers assist the International House for this informal activity that provides an opportunity to share ones culture and learn about others. If you are interested in assisting with an event, please email ihouse@utk.edu.

Wednesday, December 4 from 1 p.m. to 3 p.m.

John C Hodges Library, Mary E Greer Room (near Starbucks)

Meet Your Title IX Coordinator

Students, faculty, and staff are invited to learn more about Title IX at a meet and greet with Ashley Blamey, UT's Title IX Coordinator. Blamey will be available to field Title IX-related questions, provide an update on the Office of Title IX, and share how we can improve our work to create and maintain a safe and non-discriminatory environment. With expertise in distressed students, crisis management, bystander intervention, and sexual assault, Blamey will present the importance of creating learning, living, and working environments that are free from Sexual Harassment (including Sexual Assault, Dating Violence, Domestic Violence, and Stalking), Sexual Exploitation, and Retaliation.

Light refreshments will be provided.

Friday, December 6 from 12 p.m. to 1 p.m.

John C Hodges Library, by Starbucks

Rocky Top Cares Holiday Food Box Collection List

Admin & Support/ Comm & Info	Jelly, ramen noodles & pancake syrup
Building Services	Canned Yams
Bldg Svcs - Arena	Chocolate Santas & Canned Corn
Construction	Cranberry Sauce
Design/Space Mgmt/ Capital Construction	Spaghetti Os
Maintenance & Repair	Canned Green Beans & Canned Fruit Cocktail
Operations	Boxed Cookies
Utilities	Canned Soup & Boxed Potatoes

Other Items We're Collecting: Throw Blankets, Cash & Gift Cards

Donations go to FSC Room 114D (in the HR Suite)
After Hours donations can be placed
on the bench outside HR.

