



Mark Your Calendars: Chuck Thompson Awards Ceremony is 10/23 at 3pm

The committee has met, the votes are tallied, and the winners are selected! This year's Chuck Thompson Awards will be held here at the Facilities Services Complex on Thursday, October 23rd at 3pm in the atrium area beneath the stairs.

Please make plans to attend as we celebrate these deserving honorees.

Reminder: Annual Compliance Training & Outside Interest Disclosure Deadlines Nearing

Don't forget! Outside Interest Disclosure forms need to be completed no later than October 1st. You can complete this within DASH. Annual Compliance Training should also be completed no later than October 31. If you have questions, see our Training team.

New Training Video: Chargeable Vs. Non-Chargeable for DASH Billing

Facilities Services provides many different services to campus, but only some of them are charged individually to the specific departments that requested them. The video linked [here](#) details what makes a work order chargeable, and how to specify that in DASH to ensure the work is billed properly. To view the current Facilities Services Service Statement, visit <https://tiny.utk.edu/FSServiceStatement>.

Bike/Pedestrian Friendly Driver Training - November 19 at 8:30am

Join Bike Walk Knoxville's Friendly Driver Training on November 19 at 8:30 AM at the Facilities Services Complex to help us learn how to safely share the road with people walking and biking. With so many bikers and pedestrians on campus, it's important for all of us to inform ourselves on how to keep everyone safe.

Sign up for this excellent training by sending an email FSTraining@utk.edu.

Coffee & Conversation Returns November 20th at 8:30am

Registration is now open for our next Coffee & Conversations event on Thursday, November 20, 2025, from 8:30–9:30am in Room 101/102 at the Facilities Services Complex. As always, we'll have coffee, donuts, and plenty of good company! Please pre-register by Thursday, November 13 so we can be sure to have enough treats for everyone. Space is limited, so sign up soon at tiny.utk.edu/FSCoffee. (Flyer attached for details!)



BUILDING SERVICES

- No report received.

FS OPERATIONS

MOVING & EVENT SERVICES

- No report received.

SUSTAINABILITY

- No report received

LANDSCAPE SERVICES

- No report received

MAINTENANCE & REPAIR

HOUSING

- Worked on multiple leaks in Reese and Geier Halls.

ATHLETICS

- Neyland Stadium. General maintenance and Making repairs to plumbing, replaced a motor on exhaust fan. And getting ready for the Oklahoma game in a couple of weeks.
- Regal Soccer: General Maintenance and Repair before next home game.
- Lindsey Nelson Stadium: General building Maintenance, and assistance with contractors on construction.
- Football Complex: Doing general building maintenance and checking all areas for recruits and visitors. Replaced lights in the pool room.

- Lee Softball: General Maintenance and Repairs and preparing for fall Softball games.
- Allan Jones Aquatic: General Maintenance and Repair. For next swim meet
- Goodfriend Tennis: General Maintenance and Repairs for the upcoming tennis tournament.
- Thompson Boiling Arena: General maintenance and repair and preparing for Volleyball season, Basketball practice, and concerts.

DINING

- Repaired a dishwasher, pulper, and hot well at Rocky Top Dining
- Replaced a walk-in fan motor at the Student Union
- Repaired a steamer at Stokely
- Repaired a walk-in freezer at Presidential Court Bldg
- Repaired a coffee maker and sinks at the Student Union

ZONE 4

- Art + Architecture - worked on AC in 236 and heat in 336
- Andy Holt Tower - unclogged toilet in 3rd floor women's restroom and rebuilt toilet in 6th floor women's restroom
- Communications - assisted AC Services on Leibert unit for Room 42
- Student Services - rebuilt steam traps as needed
- McClung Tower - worked on AC in 1210 and a toilet in the 7th floor men's restroom
- General building maintenance throughout zone



ZONE 5

- No report received.

ZONE 6

- No report received.

ZONE 7

- No report received.

ZONE 8

- No report received.

LOCK & KEY SERVICES

- Geier Hall – assisted Vol Card with a door lock
- Reese Hall – recore
- Vol Hall – recore
- Min Kao – fixed door lock
- Poplar Hall – cut keys
- South Greenhouse – fixed keypad on door
- Sigma Chi – fixed keypad
- Dougherty – fixed door lock
- Fred Brown – retrieved keys locked behind door
- Strong Hall – fixed core
- Zeta Tau Alpha – rekeyed mailbox
- Dougherty – switched out door lock function
- Environmental Landscape Lab - switched out core
- Morgan Hall – Fixed core
- Student Rec – switched out core
- Hesler Biology – fixed door
- Ayres Hall – replaced cylinder
- Carrick Hall – recore
- Carrick South – 27 recores
- Beacon Hall – 2 recores
- Hess Hall – 7 recores

- Clement Hall – 11 recores
- Laurel – 5 recores
- Strong hall – fixed spinning core

COMM & INFO

COMMUNICATIONS & DIGITAL ENGAGEMENT

- Don't forget to fill out the October social media survey to aid in helping us develop content! The link can be found [here](#).
- 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

- Log into K@TE to complete your OSHA training as soon as possible for 2025. Compliance Training is live now and should be completed by the end of October. Conflict of Interest Disclosures are due by next Wednesday.

FS IT

- KRONOS to ADP migration meetings
- Computer upgrades to Windows 11
- Gameday Support
- Conference Room Support
- Recycling

Weekly continues on next page



UTILITIES SERVICES

A/C SERVICES

- Strong – repair cooling towers
- Allan Jones – repair Dectron units
- A&A – replace tube bundle for ceramics heat exchanger
- Steam Plant – rebuild heating water pump
- Facilities – repair boilers for WSHP system
- Mossman – Repairing process chiller
- IAMM - repaired process chillers

A/C M&R

- 11th Street Garage- Install new split system
- Engineering Research Annex- Inspected Leibert unit
- Dogwood- Repaired leak in VRF system
- Fred Brown- Replaced TXV
- Food Safety- Installed new evap coil in blast freezer
- Conference Center- Found damper problems
- Middlebrook- Replaced broken drain pan
- Geier Hall- Replaced VFD and fuses
- Geier Hall- Washed condenser coils
- Conference Center- Repaired leak in walk in cooler
- UT Drive- Repaired minisplit
- Sigma Chi- Replaced compressor
- Andy Holt - Repaired air dryer
- Communications 042b- Repaired Leibert unit
- Sorority Village - Repaired multiple units in multiple houses

HIGH VOLTAGE UTILITIES

- Marking & logging Tennessee 811's on campus.
- Pump manholes on campus
- Terminations at Torchbearer Hall in preparation for the connection outage on October 24th

LOW VOLTAGE M&R

- Installing color-changing lights on Volunteer BLVD
- After Hours Campus Calls
- Concord Shops Project
- Fire Alarm Geir Hall
- Rainbird Project
- Lindsey Nelson Stadium Renovation Power Outage
- Fire Alarm S. Carrick Hall

FIRE ALARM GROUP

- APPA supervisor toolkit training
- Programmed lighting at Student Health Clinic
- 11th Street Pedestrian Bridge installed color changing lights and programmed
- Re-program shades in Student Union 272
- Cox Auditorium sent house light controller for repairs
- Lindsey Nelson Reno lighting control meeting
- Min Kao lighting control troubleshooting
- Connected Morgan Hall electrical meter to SCADA
- Registered Poplar Hall's electrical meters with Network Services
- Replaced traffic light at Volunteer/Lake Loudoun
- Fire alarm trouble at Clarence Brown Theatre
- Updated Vivarium lighting alarms for M&R
- Program new RGBW lighting on Volunteer Blvd.
- Multiple fire alarm calls
- Multiple sprinkler tests
- Electrical walkthrough at New Nursing College

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PLUMBING UTILITIES

- Marking and logging 811's on campus and performed utilities GIS documentation (on going)
- Pumped steam vaults on Campus
- Hess Hall temporary hot water (on going)
- Paint, test, and flush all Fire Hydrants on campus (on going)
- Investigate sewer blockage Ag Extension
- Water and sewer for recycle trailer at Concord
- Set up restroom trailers for gameday (will be ongoing through season)
- Repaired water line on Lower Drive
- Repaired weld leak on the steam line at Perkins
- Repaired steam trap leak at Law College
- Removed storm water and debris from steam vaults on Campus
- Repaired steam valve leak at Zeanah
- Repaired steam leak at McCord Hall
- Serviced steam vaults across campus
- Set up restroom trailers for gameday (will be ongoing through season)
- Repaired water line on Lower Drive
- Repaired weld leak on the steam line at Perkins
- Repaired steam trap leak at Law College
- Removed storm water and debris from steam vaults on Campus
- Repaired steam valve leak at Zeanah
- Repaired steam leak at McCord Hall
- Serviced steam vaults across campus

PLUMBING M&R

- Repaired bottle filler on 2nd floor at Stokely Hall
- Repaired a leak in the ceiling at Jessie Harris
- Repaired a pex leak on the 2nd floor at Geier Hall
- Unblocked sewer in the basement at Facilities Building B
- Unblocked the floor drain at the Band Practice Facility
- Repaired a leaking valve at Hess Hall
- Unblocked restroom at Morgan Hall
- Unblocked floor drain at Food City Center
- Repaired the circulating pump at 1844 Fraternity Park Drive
- Repairing the hot water tank at UTPD
- Repaired two leslie water heaters at Stokely Hall
- Installed a new water line to the roof at Robinson Hall

STEAM PLANT

- Check Fluids on all forklifts
- Walk around steam plant and fuel oil tanks checking for leaks
- Clean shop area and boiler room floors
- Continue to isolate #1 boiler for removal
- Monthly report
- Installed new strainer on condensate polisher system
- Test ran 2mw generator
- Boiler #1 Meeting
- Worked on roof ventilation fans
- Worked on installing concrete pad for feed water pump installation
- Placed new feed water in placed to be mounted
- Started install of continuous monitoring system for main steam line

Weekly continues on next page



STEAM PLANT (CONT.)

- Continued fire floor clean up after demo
- Locked out #5 boiler for replacement of insulation on fire box
- Corrected flow problem on condensate polishers

IN-HOUSE CONSTRUCTION

- Agriculture and Natural Resource Building: Display cabinet 219
- Andy Holt Tower: Light kits in doors on 7; Outlet for cart charger P1
- Art and Architecture: Demo, new sink 241C; Cabinet, demo, painting 321; Wall demo 425
- Austin Peay: Paint, carpet, furniture on 2, 3; Classrooms 203, 308
- Bailey Education: Paint, carpet, etc. A401A ; Multiple room carpet/paint/shades
- BESS Office Bldg: Paint and flooring 101 and 103
- Burchfiel Geography: Paint and moving workstations 107
- Business Incubator: Panic buttons 201, 216
- Campus: TCE lab renovations in various buildings; Parking lot 2001 Lake Ave.
- Cherokee Mills: Move new folks in- Shared Services, Ed Research; Business
- Claxton Education: Paint, flooring, other renovations on 1st floor; Cubicle changes 338 and 344
- Communications: Renovate 001-017, 250/251, 294/295, 333 and 420; HVAC for WUOT 299I; Soundproof doors WUOT; Paint 107V; New clocks for corridors; Paint, carpet, cubicles 457; Paint and carpet 268 and 434
- Dabney Buehler: Lab renovation 209-214; Sink and cabinets 671; Nitrogen piping
- Delta Tau Delta; Tuckpointing and brick repair
- Dougherty Engineering: New sink 301; Paint and carpet 312
- ELC: Gate to playground ramp; Rebuild wood deck in playground; Fill in opening in restrooms
- Engineering Research Annex: New lights
- ETREC Johnson Animal: Repair kennel floor
- ETREC Walland: Build a wall/door
- Ferris Hall: Renovate rooms on 2, 3 ,4 ,5 for TCE
- Fred Brown: Paint walls, stairways, etc.; Lights and electric work in laundry room
- HPER: Various renovations for Capital Project
- Haslam Business Building: Renovate 320; Install backbox, electric and mount for monitor 334; Digital signs in corridors
- Hesler Biology: Install emergency electric for greenhouses
- Hodges Library: Renovate 171 for Census Bureau
- Innovation South: Electric connections for equipment
- Law Complex: Offices, conference rooms 212
- McClung Tower: Paint and carpet 707, 1121, 1101B, 5031101A, 1102, 1116B and C, 1008; Electric 1006
- McCord Hall: Floors in hallways; Renovate G055, 111 and 112
- Min Kao Engineering; Paint, monitor power 423
- Morgan Hall: Panic buttons 101; Paint 204, etc.
- Mossman Building: Renovate labs 343 E & F, 351 E & F; Labware washer 620F; Casework 541; Install humidity system 120C
- Nielsen Physics: Renovate 407
- Perkins Hall: Floors in hallways
- Plant Biotech: Controls for growth chamber B015; Remove sinks and plumbing 101
- Rocky Top: Dining renovations



IN-HOUSE CONSTRUCTION

- Senter Hall: Electric for equipment 101
- SERF: Renovations for 103, 106, 108, 213; Lab renovations for cluster hires
- Sorority Village: Install turnstile
- Stokley Hall: Paint interior of building
- Stokely Management Building: Ramp in G4; Renovate restrooms on 7; New electric circuit 423A
- Strong Hall: Lab work 726A1
- Student Aquatic Center: Grout pool tile
- Student Health: Panic buttons 121A, B, C
- Student Services: Electric for monitor 111K
- Student Union: Dining renovations
- Tickle Engineering: Build 3 offices in 502
- UT Drive Building C: Renovate for move from Presidential
- Vet Med Center: Add a blue phone; Renovate lab A335
- Walters Academic: Renovate spaces on 2nd and 3rd floor
- Zeanah Engineering: Card reader\ Add access controls for 8 rooms; Lab renovations for cluster hires; Electric and exhaust for freezers
- Zeta Tau Alpha: Carpet Directors suite



As part of our ongoing efforts to promote workplace health and comfort, many employees now have access to adjustable sit/stand desks. While these workstations can provide significant ergonomic benefits, it's important to use them correctly to avoid discomfort, fatigue, or in rare cases, lightheadedness or fainting when standing too long.



Safe Use Guidelines

1. Transition Slowly:

When changing from sitting to standing, do so gradually. Allow your body to adjust before remaining in a standing position for an extended period.

2. Use the 20-8-2 Rule:

1. For every **30 minutes**, aim to:
 - **Sit for 20 minutes**
 - **Stand for 8 minutes**
 - **Move for 2 minutes** (light stretching, walking, or repositioning)
 - This helps improve circulation and reduces strain on your muscles and joints.

3. Maintain Proper Posture:

- Keep your monitor at eye level.
- Elbows should form a 90-degree angle when typing.
- Keep your feet flat on the floor or on a footrest.

4. Avoid Locking Knees

When standing, keep a soft bend in your knees to maintain proper blood flow. Locking your knees can reduce circulation and increase the risk of dizziness or fainting.

5. Stay Hydrated and Eat Regularly

Dehydration and low blood sugar can contribute to lightheadedness. Keep water nearby and don't skip meals.

6. Move Frequently

Small movements—such as shifting weight, stretching, or walking short distances—help maintain blood circulation and prevent fatigue.

If You Feel Dizzy or Lightheaded:

- Sit down immediately and rest until the feeling passes.
- If symptoms persist, report to your supervisor and seek medical attention if necessary.

By following these guidelines, you can safely enjoy the health and productivity benefits of your sit/stand workstation. Thank you for keeping safety and wellness a priority in our workplace.