



# Inside APPA

LEADERSHIP IN EDUCATIONAL FACILITIES

**October 19, 2016**

Vol. 16, No. 20

## APPA Events

### **Add Your Own Events!** **APPA's Online Calendar of Events**

Focus on Educational Facilities

**Oct 21, 2016**

### **DEADLINE: Registration for Jan 18, 2017, Group Credentialing Exam**

East Lansing, MI (Michigan State Univ)

**Oct 24-27, 2016**

### **ACUHO-I/APPA Housing Facilities Conference**

Scottsdale, AZ

**Oct 26, 2016**

### **APPA/NFPA Webinar on NFPA Code Changes**

Webinar; Noon - 1:00 p.m. Eastern

**Oct 30, 2016**

### **DEADLINE: Call for Proposals for Smart & Sustainable Campuses Conference**

March 26-28 conf in College Park, MD

**Nov 1, 2016**

### **Registration opens for Jan 15-19, 2017, APPA U, Dallas, TX!**

Online

**Nov 4, 2016**

### **DEADLINE: Call for Programs for APPA/PCAPPA/BayAPPA 2017 Conference**

July 21-23 conf in San Francisco, CA

**Nov 7-11, 2016**

Welcome to *Inside APPA*, your biweekly electronic news source for regional and international APPA events, programs, publications, and industry information.

Questions? Comments? News?  
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**January 31, 2017.**

**APPA Level II Leadership Academy – Interpersonal Effectiveness Skills**

Univ of Richmond,  
Richmond, VA

Nov 10, 2016

**APPA's Drive-In Workshop (spons by McKinstry)**

Moscow, ID (Univ of Idaho)

Nov 30, 2016

**DEADLINE: Submit applications for APPA's Institutional & Individual Awards**

Online

Dec 6-9, 2016

**Women's Leadership Institute**

Dana Point, CA

Dec 9, 2016

**DEADLINE: Submit nominations and applications for 2017 APPA Elections**

[nominations@appa.org](mailto:nominations@appa.org)

Dec 12, 2016

**DEADLINE: Submit Key Facilities Metrics Survey**

APPA/NACUBO  
Collaboration

Dec 15, 2016

**DEADLINE: Submit FPI Survey - Facilities Performance Indicators**

2015-16 data

Jan 15-19, 2017

**APPA U: Institute for Facilities Management and Leadership Academy**

Dallas, TX

Jan 18, 2017

**Group Credentialing Exam (during APPA U, at Texas Woman's Univ Dallas campus)**

Dallas, TX

Mar 26-28, 2017

**Smart and Sustainable Campuses Conference**

College Park, MD

Jul 21-23, 2017

**APPA/PCAPPA/BayAPPA 2017 Conference & Expo**

San Francisco, CA



## HEADLINE NEWS

### Don't Miss Out on Presenting at APPA/PCAPPA/BayAPPA 2017!

*Deadline for Call for Papers: November 4, 2016*



You have only about two weeks until the **Friday, November 4, deadline** to submit your great ideas and case studies for programs at the APPA/PCAPPA/BayAPPA 2017 conference, July 21–23, in San Francisco, California. Your solutions for improvement and experience with best practices or innovative approaches relevant to facilities professionals throughout the educational community (colleges, universities, community colleges, and K–12) have value for colleagues. Not only that, presenting will enhance your status in the profession and your institution's contributions to making higher education campuses better.

Eight to 10 educational sessions will run concurrently in two to three time slots per day. Each concurrent session will be 60 minutes long. Broad topics include:

- Remaking the Facilities Organization
- Future of the Built Environment
- Preventive Maintenance for People
- Space: The Ever-Changing Frontier
- Innovations & Technology

## APPA Region & Chapter Events

**Oct 24-28, 2016**

**APPA's Supervisor's Toolkit (spons. by SRAPPA)**

Chapel Hill, NC (hosted by UNC Chapel Hill)

**Nov 14-18, 2016**

**APPA's Supervisor's Toolkit (spons. by SRAPPA)**

Auburn U employees ONLY (hosted by Auburn Univ)

**Nov 17, 2016**

**Energy Efficiency on Campus – REAL WORLD DATA**

ERAPPA Lunch and Learn Webinar: Noon - 1:00 p.m. Eastern

**Mar 6-8, 2017**

**APPA's Supervisor's Toolkit (spons. by MiAPPA)**

University Center, MI (MiAPPA 2017-hosted by Saginaw Valley State Univ)

**Mar 13-17, 2017**

**APPA's Supervisor's Toolkit (spons. by SRAPPA)**

Atlanta, GA (hosted by Spelman College)

## Other Events

**October 2016**

**Campus Sustainability Month Continues**

**Oct 17-21, 2016**

**HEFMA 2016 - Southern Africa**

East London, South Africa (Univ of Fort Hare)

**Oct 19-22, 2016**

**PGMS School of Grounds Management & GIE\*Expo**

Louisville, KY

**Oct 20, 2016**

**Campus Farms, Gardens, and other Programs on Campus**

Webinar

Your proposal should offer innovative, comprehensive, and diverse treatments of and solutions to challenges facing facilities professionals. Submissions must include:

1. Program title that is three to five words long
2. Abstract in a five- to seven-sentence description
3. Four learning outcomes
4. Complete contact information for each potential presenter – full name, title, institution or company, phone number, and e-mail address
5. If a business partner, inclusion of an educational entity partner

*Any submission that does include all five items will be rejected automatically.*

Send your submission(s) to [callforprograms@appa.org](mailto:callforprograms@appa.org).

For the latest on the APPA/PCAPPA/BayAPPA 2017 Call for Programs and other event details, go to <http://www.appa.org/training/APPA2017/index.cfm> and click on Conference Sessions.

Questions? Contact Suzanne Healy, director of professional development, at [suzanne@appa.org](mailto:suzanne@appa.org) or 703-542-3833.

## Don't Forget to Apply or Nominate a Colleague or Institution for APPA Awards

**Deadline: November 30, 2016**

Show your appreciation and admiration for the achievements of colleagues and institutions in higher education facilities management by nominating a colleague for APPA's prestigious institutional and individual awards. You can even nominate yourself!

Opportunities to recognize the contributions of colleagues and collegial institutions are the Award for Excellence, Sustainability Award, Effective and Innovative Practices Award, APPA Fellow, Meritorious Service Award, Pacesetter Award, and more. Awards will be presented at the 2017 annual conference and expo.

Applications for all awards are due by **November 30, 2016**. Complete descriptions and the online application process are available at: <http://www.appa.org/membershipawards/index.cfm>. For more information, contact Christina Hills at [christina@appa.org](mailto:christina@appa.org).

## APPA NEWS

### APPA Bids Farewell to Beloved Member

APPA is deeply saddened to report the recent death of Doug Christensen, a dedicated, inspiring individual who made countless contributions to APPA and the profession of facilities management in higher education and elsewhere.

Doug was the consummate "servant leader." He wrote or co-authored more than 20 articles and several seminal books, many

**Nov 1-4, 2016**  
**Campus Fire Forum 2016**  
Mesa, AZ

**Nov 2, 2016**  
**2017 National Electrical Code: The Biggest Changes to the Code & How It Affects Your Facility**  
Webinar

**May 15-17, 2017**  
**Better Buildings Summit**  
Washington, DC



of which—along with his ability to envision a framework for integrated decision-making—were the precursors to the innovative Total Cost of Ownership (TCO) model/principle for asset management in not just the facilities arena, but as part of a much larger vision. His 1987 article, “Integrating Capital Studies within Physical Plant Organizations,” received APPA’s first Rex Dillow Award for Outstanding Article in APPA’s *Facilities*

*Manager* magazine.

Doug’s focus on asset management led to APPA’s Standards and Codes Council’s (ASCC) development of “APPA 1000 TCO for Facilities Asset Management,” an ANSI standard that supports the application of TCO principles and practices in the facilities sector, which will be dedicated to him.

For more about Doug’s impact on APPA and the profession of facilities management in higher education, see Lander Medlin’s moving article in the current issue of APPA’s *Facilities Manager* magazine, go to [http://www.appa.org/files/FMArticles/\(10-13\)%20Exec%20Summary%20-%20Christensen.pdf](http://www.appa.org/files/FMArticles/(10-13)%20Exec%20Summary%20-%20Christensen.pdf). For a mobile-friendly version of the issue, go to <http://digital.corporatepress.com/i/729999-facilities-manager-sep-oct-2016>.

### **Last Call for October 26 Webinar to Discuss NFPA Code Changes**

APPA members should have received a Standards & Codes Alert with information about registering for a Wednesday, October 26, webinar volunteering with the APPA Standards and Codes Council (ASCC) NFPA Work Group to review the National Fire Protection Association (NFPA) Codes that are open for public input (changes). Bill Koffel of Koffel Associates, Inc. will present the one-hour webinar.

Input on these important codes is due by **January 5, 2017**. If you have questions, contact Billie Zidek, APPA standards and codes administrator, at [standards@appa.org](mailto:standards@appa.org) or 703-542-3846.



**NATIONAL FIRE PROTECTION ASSOCIATION**

The leading information and knowledge resource on fire, electrical and related hazards

To alert the NFPA and I-Code work groups of any problems you encounter with NFPA and ICC codes, use APPA’s new webpage:  
<http://www.appa.org/standardcodesform.cfm> .

### **Nominations for APPA Board Open through December 9**

If you have great ideas for APPA programs and projects, or know someone who would be an outstanding APPA officer, now is the time to speak up. Nominations



for APPA Elected Officers are due on Friday, **December 9, 2016**. Positions open are President-Elect, Secretary-Treasurer, and Vice President for Professional Affairs.

The personal rewards and professional benefits outweigh any costs of engagement or time expended. For more information and to submit nominations, go to

<http://www.appa.org/board/documents/OfficerNominationsElectionspacket17.pdf>.

## CAMPUS NEWS

### Build Your Interpersonal Effectiveness with APPA's Academy-on-Campus at U of Richmond



Strong teams are essential to success in our profession. Build your interpersonal and team skills to strengthen your facilities management team by attending APPA's Level II of the **Leadership Academy – Interpersonal Effectiveness Skills** at the University of Richmond, Richmond, Virginia, from **November 7–11, 2016**.

The program focuses on understanding the dynamics of working together, successful ways to handle conflicts, and ways to support successful team efforts. Seats are limited. Although no “pre-work” is required, you must have completed APPA's Level I of the Leadership Academy, since each level's content builds on the one before.

Tuition, including all course materials, is \$995. Payment may be made by VISA, Mastercard, American Express, or a university check made payable to APPA – check payments must reach APPA by Friday, **November 4**.

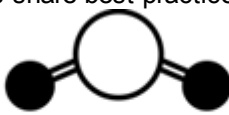
To register, click [here](#) .

For program questions, contact Suzanne Healy, APPA director of professional development, at [suzanne@appa.org](mailto:suzanne@appa.org) . For host/site location questions, contact Susie Reid, UR university director of operations, at [sreid@richmond.edu](mailto:sreid@richmond.edu) .

### New Website is Resource for Carbon Offset Projects in Higher Ed

Duke University, Oberlin College, and the University of Florida have launched a new website – [offsetnetwork.org](http://offsetnetwork.org) – as a central resource for developing higher education carbon offset projects. Duke's Carbon Offsets Initiative (DCOI)

teamed up with Oberlin and the University of Florida to create this resource to help colleagues and institutions share best practices, ideas, and more.



# Offset Network

APPA members who would like to share information about their carbon offset projects may contact the team to have their projects posted on the site.

According to Charles Adair, Duke Carbon Offsets Initiative program manager, the team seeks nominations of higher education carbon offset experts for its carbon offset committee, which will create a peer review process for such projects. The process will be modeled after the peer review publication process that is familiar to the higher education community. To provide suggestions for committee members (including yourself!), use the [Get Involved](#) page.



**Duke Carbon  
Offsets Initiative**  
DUKE UNIVERSITY

**NEUTRALUF  
COALITION**  
DRIVING CHANGE



**The Oberlin Project**



**Tomorrow's Climate Solutions**  
Climate Positive Projects, Strategies & Marketing

## Don't Forget October 20 Webinar on Sustainability Ideas

APPA member institutions interested in expanding their sustainability efforts may benefit from "Campus Farms, Gardens, and Other Programs on Campus," a National Community College Sustainability webinar, from 2:30–3:30 p.m. Eastern time on Thursday, **October 20**. The webinar covers ways to integrate campus farms/gardens into academic programs/campus life at community colleges, including how to justify funding for such projects.

*For an audio connection , dial 913-469-2799 (JCCC Webex) and use access code/meeting number 994 622 923. The webinar does not require a password.*



## PROFESSIONAL DEVELOPMENT AND CREDENTIALING

**Oct. 21 is Deadline for APPA Group Testing Opportunity  
During Dallas APPA U**

*Sign Up Today - Seats are Limited*



Certified Educational Facilities Professional  
**The Credentialing Program for Educational Facilities Professionals**

Act now to take advantage of a group testing opportunity during the January 2017 APPA U session in Dallas, Texas – you only have until **this Friday, October 21**, to sign up for the exam. Prep and exam rates are significantly discounted (in some cases, free) for members of both APPA and your region.

You don't have to miss other courses during APPA U to take the exam – it is scheduled for Wednesday, **January 18, 2017**, during the "free afternoon" after classes conclude at 12 noon.

You also can take the group exam even if you are not attending APPA U in Dallas. Contact Kelly Ostergrant at [kelly@appa.org](mailto:kelly@appa.org) to secure your seat and register for the credentialing course. You can even do a "free retake exam" within 30 days if you do not achieve a passing score on January 18.

To learn more and to sign up, visit  
<https://credentialing.appa.org/purchaseoptions.cfm> .

## Submit Your Paper Ideas for Smart & Sustainable Campuses Conference

**Deadline: October 30, 2016**



There's still time to submit a proposal to present at "Renew, Restore and Regenerate," the 2017 Smart and Sustainable Campuses Conference, **March 26-28, 2017**, at the University of Maryland-College Park.

This is a great opportunity to share how your university, company, nonprofit organization, or student group contributes to sustainability in higher education. Sessions are 50 and 80 minutes in length. Poster presentations also may be submitted. The deadline for submissions is 11:59 p.m. PDF on **October 30**. Click [here](#) for the Proposal Submission and Review Process Document.

## Supervisor's Toolkit Training Programs Take Pragmatic Approach

**Only Two More Opportunities in 2016**

APPA's **Supervisor's Toolkit** training is a structured, open-ended, pragmatic approach to developing supervisors, designed especially for the educational facilities professional. It is a development process designed to help supervisors realize both personal and professional growth. The program provides a full week of training to help you respond to the demands of intense competition, advancing technology, and changing values – the forces that are transforming your role as a supervisor.

Supervisor's Toolkit

Nuts and Bolts of Facilities Supervision

Upcoming offerings include several newly scheduled events:

SRAPPA – University of North Carolina Chapel Hill, October 24-28, 2016  
SRAPPA – Auburn University (*for Auburn employees ONLY*), Auburn, AL, November 14-18, 2016  
MAPPA – MiAPPA 2017 - Saginaw Valley State University, University Center, MI, March 6-8, 2017  
SRAPPA – Spelman College, Atlanta, GA, March 13-17, 2017

If you have any questions about the Supervisor's Toolkit program or would like to host a Toolkit on your campus, contact Corey Newman at [corey@appa.org](mailto:corey@appa.org).

## Take Charge of Your Career Path – Earn the CEFP Credential Today

**APPA Regional Discounts Available!**

APPA member institutions and regional members can save on important career-enhancing training: the invaluable [Certified Educational Facilities Professional \(CEFP\)](#) credentialing program and the Educational Facilities Professional (EFP) program. All six APPA regions, as well as the MiAPPA chapter, offer **huge discounts** toward the CEFP and EFP Credentialing course (Each region's pricing works differently [Learn about the special pricing for your region.](#))

### Customized Interactive Learning

The Customized Interactive Learning (CIL) is now part of the online APPA Certified Educational Facilities Professional (CEFP) Credentialing curriculum. The CIL Platform offers a live, private Web event with peers and a qualified CEFP facilitator. This new feature is a valuable addition to the self-paced online course, which also includes flashcards, study modules, practice exams and chapter quizzes, and access to the online study guide and APPA's Body of Knowledge (BOK).



Why undertake this program? A recent CEFP participant had this to say: "The study material was excellent. The study guide and flashcards were paramount." Get the credentials you need to lead! Learn more about this new and improved program [here](#) and register to earn your CEFP credential today.

Questions? Contact Kelly Ostergrant at [kelly@appa.org](mailto:kelly@appa.org).

## INFORMATION AND RESEARCH

### APPA Opens New Survey on Restrooms

APPA has opened a new survey on Gender-Neutral Restrooms, following up on its initial survey on this topic from early 2015. Results of that survey were published in the [May/June 2015 issue](#) of *Facilities Manager* magazine. With the discussion continuing 18 months later, APPA would like an update from members on how they are handling this issue.

To participate, go to: <https://www.surveymonkey.com/r/Gendeneutral2016>. The survey closes on **Friday, October 28**, so be sure to chime in soon. We will make results available to members.

### New Entry in Thought Leaders Series Focuses on Remaking the Facilities Organization by Being Customer-centric

***Great Resource for Improving Systems and Processes at Your Institution***

APPA's new report on the 2016 Thought Leaders symposium focuses on ***Remaking the Facilities Organization*** and makes the case for a customer-centric higher education facilities organization. The report examines how a customer-centric focus can be applied to the four major responsibilities of educational facilities organizations: 1) general administration and management;

2) operations and maintenance; 3) energy and utilities; and 4) facilities planning, design, and construction. The report defines goals in each area and suggests strategies for achieving them.

The Thought Leaders Series is a program of APPA's Center for Facilities Research (CFaR) and was developed to conduct dedicated discussions on the future of higher education and the impact of that future on educational facilities.

2016  
APPA THOUGHT LEADERS SERIES  
**REMAKING THE FACILITIES  
ORGANIZATION**

Have insights to share on topics related to **Remaking the Facilities Organization**? We invite you to write an article or conduct research on such topics. [See the full list of topics here](#). Contact Steve Glazner at [steve@appa.org](mailto:steve@appa.org) for more information.



All Thought Leaders reports are free, thanks to the generosity of long-time sponsor [Jacobs](#), and may be downloaded from the [APPA Bookstore](#) or at [www.appa.org/Research/CFaR/tls.cfm](http://www.appa.org/Research/CFaR/tls.cfm).

## Share Your Knowledge, Enhance Your Standing by Writing for APPA's *Facilities Manager* Magazine

*Your article could be a cover feature in 2017!*



You have a wealth of experience and knowledge about responding to the challenges of the educational facilities officer's role today. Enhance your position in the profession and help your colleagues by writing about your approaches to those challenges in an article for APPA's *Facilities Manager* magazine. Editor Steve Glazner is soliciting articles for the 2017 issues and looks forward to receiving your ideas, abstracts, or outlines for consideration.

Major themes for 2017 are:

- January/February, *Space Management and Utilization*
- March/April, *Campus Sustainability and Energy Profiles*
- May/June, *Creating a Culture of Exceptional Service* (including Building a New Facilities Team and Student Engagement in Facilities Management)
- July/August, *Innovative Change*
- September/October, *Outsourcing and Shared Services*
- November/December, *Building Design and Construction Standards*

Send your article ideas today to [steve@appa.org](mailto:steve@appa.org).

## **Product-Process-People Provides Practical Guidance on High-Performance Management**

William A. Daigneau's *Product-Process-People: The Principles of High-Performance Management*, recently published by APPA, provides ways to be a more effective manager. David Bachrach, who recruited Daigneau from the University of Rochester to the University of Texas MD Anderson Cancer Center in Houston, calls the author "without a doubt among the best of the best" managers and leaders in the field.



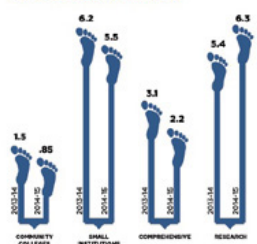
To learn more or to order *Product-Process-People*, visit the [APPA Bookstore](#).

## Make Sure Your Institution is Included in APPA/NACUBO Key Facilities Metric Survey Results for 2014–15

*New Survey Open for Your Input*

The 2015–16 APPA/NACUBO Key Facilities Metric survey is open for your input through **December 12, 2016**. To participate, go to [www.appa.org/nacubosurvey16](http://www.appa.org/nacubosurvey16) /.

### CARBON FOOTPRINT MEDIAN IN METRIC TON CO<sub>2</sub> PER FTE STUDENT ENROLL



The 2014–15 APPA/NACUBO Key Facilities Metric survey presents input from 279 colleges and universities of all types and regions – an increase of 16 percent in respondents from the first year of the survey. Let's move that percentage up for the new edition!

The survey provides information about basic facilities data to improve strategic planning, such as BTU, electrical and water consumption, waste output, and carbon footprint, that is critical for leadership to know.

Results reflect these five key (and simple) elements that readily come from vendor or utility bills.

For more information, [visit here](#) or contact [Sally Grans Korsh](#) at NACUBO or [Steve Glazner](#) at APPA. Sally and Steve will make a short presentation on the survey and other collaborations at next week's AASHE conference in Baltimore.

The APPA/NACUBO Key Facilities Metrics survey is supported by



## INDUSTRY NEWS

### Learn about Upcoming Changes in National Electric Code

Every three years, the National Electric Code adopts changes to its standards. Because the new code contains hundreds of updates and five new articles affecting everything from energy storage systems to working space to wall receptacles, it is important to be well-informed for the new cycle. To provide insights into this important issue, TPC Trainco will present a webinar about "2017 National Electrical Code: The Biggest Changes to the Code and How It Affects Your Facility" from 11 a.m.–12 noon Eastern time on Wednesday, November 2, 2016. TPC Trainco Instructor and Master Electrician Bob Cluke will host the webinar. Register at:

<https://attendee.gotowebinar.com/register/5386315427889144068>

## ASHRAE and CIBSE Celebrate 40th Anniversary of Cooperation

ASHRAE and the Chartered Institution of Building Services Engineers (CIBSE) have signed a partnership agreement to mark the 40th anniversary of their relationship. The organizations agreed to implement new initiatives: collaborating strategically on projects in each other's regions; creating a long-term staff exchange program; encouraging collaboration between regions, groups and chapters; promoting the publication of new codes and standards; and working together at a grassroots level.



"This is an unprecedented opportunity to spread the benefits of our work together through every level of our organizations," said CIBSE president John Field.



"Our joint work through conferences, publications and education has greatly added to the worldwide best practices databank of innovative and successful technologies," said ASHRAE president Tim Wentz.

## 2017 Summit to Focus on Solving Energy Intensity in Buildings

The national Better Buildings Summit of the U.S. Department of Energy, May 15–17, 2017, in Washington, DC, will showcase solutions for cutting energy intensity in their buildings portfolio-wide by 20 percent over the next 10 years. For details, go to

<https://betterbuildingsinitiative.energy.gov/summit> .



There also are lessons to be learned from the previous summit. More than 300 presentations on 100 topics from the 2016 summit are at [https://betterbuildingssolutioncenter.energy.gov/search?f%5b0%5d=field\\_content\\_type%253A1239](https://betterbuildingssolutioncenter.energy.gov/search?f%5b0%5d=field_content_type%253A1239) .

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APPA promotes leadership in educational facilities through a variety of forums that address trends, issues, and best practices in educational facilities management. We are the association of choice for more than 5,200 educational facilities management professionals throughout the United States and abroad.

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