

# APPA BOK: The Big Reveal

By Maggie Kinnaman

**D**id you know that one of the most comprehensive, ambitious initiatives ever undertaken by APPA is taking form? For the past three years, a team of your peers has been hard at work updating our 12-year-old Body of Knowledge (BOK), also known as the third edition of *Facilities Management: A Manual for Plant Administration*.

What makes this project ambitious is the vision that we are working to implement. The new BOK will be a digital body of knowledge available in a searchable format, available 24 hours a day, 7 days a week. This searchable database of knowledge – related to the facilities management profession operating within an educational environment – will be the first project of its kind, and is sure to transform how information is provided to educational facilities professionals.

You may wonder what's been accomplished on this project so far. First has been the creation of a team that is committed to making this project our collective reality. Heading up this activity is yours truly, the editor-in-chief assisted by a myriad of APPA staff. We have four content coordinators each responsible for covering the playing field of one of our four core competency areas:

- General Administration and Management
- Operations and Maintenance
- Energy, Utilities, and Environmental Stewardship
- Planning, Design, and Construction

Additionally we have over 60 authors who are busy rewriting the *Facilities Management* manual for a specific content area. Providing technical and editorial assistance is a business partner, EEI Communications, who is responsible for

creating the digital workspace as well as the infrastructure that supports the delivery of the searchable body of knowledge to our members. Finally, our Editorial Board is responsible for oversight of the entire project.

*Editor-in-Chief*  
**Maggie Kinnaman**

*APPA Staff Editor*

**Steve Glazner**

*APPA Publications Manager*

**Anita Dosik**

*APPA Database/Web Manager*

**Leslie Young**

THE NEW BOK WILL BE A DIGITAL  
BODY OF KNOWLEDGE AVAILABLE  
IN A SEARCHABLE FORMAT,  
AVAILABLE 24 HOURS A DAY,  
7 DAYS A WEEK.

## CONTENT COORDINATORS:

- *Part 1 (General Administration and Management)* **Jack Hug**, APPA Fellow and Past APPA President
- *Part 2 (Operations and Maintenance)* **Gary Reynolds**, APPA Fellow and Past APPA President, University of Colorado at Colorado Springs.
- *Part 3 (Energy, Utilities, and Environmental Stewardship)* **Darryl Boyce**, Carleton University
- *Part 4 (Planning, Design, and Construction)* **Bill Daigneau**, APPA Fellow, University of Texas M.D. Anderson Cancer Center

## INSTITUTE DEANS:

- *General Administration and Management*, **Mary Vosevich**, University of New Mexico
- *Operations and Maintenance*, **Jay Klingel**, University of Virginia
- *Energy, Utilities, and Environmental Stewardship*, **Cheryl Gomez**, University of Virginia, and **Lynne Finn**, South Dakota State University
- *Planning, Design and Construction*, **Don Guckert**, APPA Fellow, University of Iowa, and **Steve Thweatt**, Emory University

## AT-LARGE MEMBERS:

- **Doug Christensen**, APPA Fellow and Past APPA President, Brigham Young University
- **Phil Cox**, Past APPA President, Cornell University
- **Bill Middleton**, Past APPA President

Next has been the creation and testing of the digital workspace that facilitates a workflow for authors to share their work with their content coordinator. The workspace enables the content coordinator to insert comments into the digital workspace, and allows the content coordinators to share the chapter with peer reviewers. Each knowledge entity will be peer reviewed and will become part of CFaR's research. Finally, the workspace allows the editor-in-chief to follow the progress of every content coordinator and each author.

Content coordinators have reviewed the third edition of the *Facilities Management Manual* and cross-referenced the chapters with courses taught in both the APPA Institute for Facilities Management as well as the Leadership Academy. From this they have identified the new sections of their respective BOK section. Additionally they have identified authors for each section. Authors are hard at work updating the knowledge related to their topic areas.

## THE BIG REVEAL

So when will this marvelous concept be available for member use? We are targeting early 2010 for the "Big Reveal." In part, this is because all APPA's credentialing tests are based on the BOK, so it is key to the credentialing effort. For example, the source for the current round of credentialing questions was the third edition of the *Facilities Management* manual – supplemented by electives from the Institute and Academy. The credentialing initiative requires that the questions be updated every three years, and those three years are up in January 2010.

## THE FUTURE OF THE BOK

An added benefit of a digital BOK is the ease of updating. Just as newspapers are becoming passé with the advent of instant news updates digital news sites, Twitter and Wikipedia, so are the publication of books. I know many of

you, including myself, are feeling a great sense of loss with the demise of the printed word – the trade-off being ease of maintenance and updates.

Every three years the credentialing initiative will reinvent itself drawing upon the evolving digital BOK. This is a project that will become a living, dynamic, evolving body of knowledge for our profession. The basics will stay much the same, but around the edges will evolve new technology, new techniques, new approaches – all begging for recognition and capture in our BOK.

Your hat should go off to the creativity and cutting-edge vision that APPA has been bold enough to embrace. So watch for the big reveal! ☺

Maggie Kinnaman retired June 30 as director for business administration for facilities at the University of Maryland, Baltimore. She is a Past APPA President and can be reached at [kinnaman@comcast.net](mailto:kinnaman@comcast.net).

**TWELVE steps are tracked in the delivery of each digital knowledge section:**

- STEP 1** Chapter Assigned
- STEP 2** Chapter Draft Completed by Author and Submitted
- STEP 3** Chapter Draft Preliminary Review Completed
- STEP 4** Chapter Draft Author Revision 1 Completed
- STEP 5** Chapter Draft Education Dean Review Completed
- STEP 6** Chapter Draft Author Revision 2 Completed
- STEP 7** Chapter Draft Sent to Editorial Board
- STEP 8** Chapter Draft Sent to Peer Review
- STEP 9** Chapter Draft Back from Peer Review
- STEP 10** Chapter Finalized with Author
- STEP 11** Chapter Edited
- STEP 12** Chapter Posted



## FAST AND EFFECTIVE CONSTRUCTION SERVICES?

IT IS POSSIBLE WITH JOC AND ALPHA.

### WHEN YOU NEED IT DONE YESTERDAY.

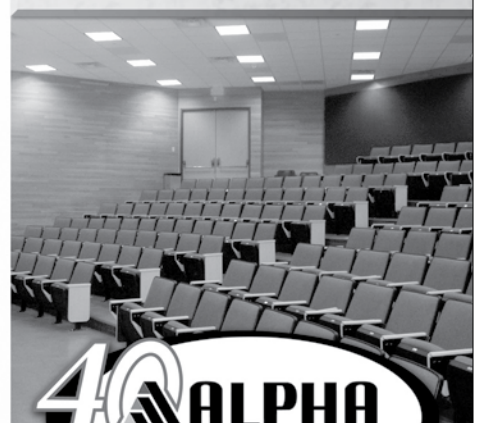
Job Order Contracting reduces procurement times up to 80%, and integrates early design and constructability review opportunities.

### WHEN YOU NEED IT DONE RIGHT.

Alpha Building Corporation's clients renew our contracts and keep us on campus because we've become their partner in handling tough work cycles, specialized projects and campus-wide program work.

Whether it's a BSL3 lab, a parking lot expansion, a basketball court resurface, or a classroom conversion, Alpha has 40 years of experience satisfying the diverse needs of our institutional clients.

Let Alpha and JOC become an effective tool for accomplishing your facilities management needs.



COME SEE US IN BOOTH 221 AT THE APPA CONFERENCE IN VANCOUVER.  
24850 Blanco Rd., San Antonio, TX 78260 • 210-491-9925 • [www.alphabuilding.com](http://www.alphabuilding.com)