

facilities digest

Dues Notices

APPA MEMBERSHIP RENEWAL NOTICES SENT – PAY BY MAIL OR ONLINE!

The 2010-2011 APPA membership year begins April 1, 2010 and runs through March 31, 2011. Renewal notices and invoices were mailed in February to all APPA international and regional members. Please note that APPA now accepts dues payments by major credit card through the APPA website at www.appa.org via myAPPA, your personalized APPA website account. Institutional, International, and Affiliate member organizations should also take note that their membership renewal invoices will identify the names of individuals authorized to vote in APPA's upcoming 2010-2011 officer elections.

Order BOK

APPA Institutional, Business Partner, Affiliate, and International members, please take note: Your dues renewal invoice includes an option to add a 12-month subscription to the APPA Body of Knowledge (BOK). This exciting new online service from APPA provides 24/7 access to the ultimate source of information and learning for the education facilities professional. The basis for the BOK is the popular APPA publication entitled *Facilities Management: A Manual for Plant Administration* – APPA's major reference books published in three editions since 1984. The paid subscription makes the BOK accessible to anyone at your institution or organization for 12 months. Please visit <http://appa.org/bok/> for more information about this new APPA resource.

2010-2011 CANDIDATES FOR APPA OFFICE

The Nominating Committee, led by Immediate Past President Bill Elvey, is pleased to present the selected slate of officers for the 2010-2011 elections:

President-Elect:

David Gray
Middle Tennessee State
University
SRAPPA

David Millay
University of Arkansas at Little
Rock
CAPPA

VP for Information and Research:

Darryl Boyce
Carleton University (ON)
ERAPPA

Randolph Hare
Washington & Lee University (VA)
SRAPPA

VP for Professional Development:

Shawna Rowley
Weber State University (UT)
RMA

Glenn Smith
Bryn Mawr College (PA)
ERAPPA

Dr. Jewell Winn
Tennessee State University
SRAPPA

Voting is scheduled to begin in early April 2010 and will be open to primary/institutional representatives. Those eligible to vote will be able to do so online, or via paper ballot.

Please note that the primary/institutional representative will have the option of having an associate member vote on their behalf via proxy (only one vote will be accepted from each institution). The associate member with proxy rights has been listed on the dues notice. If you wish to change the person listed, contact Santianna Stewart, membership & outreach manager, at 703-684-1446 ext. 246, or at santianna@appa.org.

Additionally, APPA is scheduled to hold a webinar, allowing the candidates more exposure and interaction with the members. Please look for details, updates, and additional information on the APPA website, via e-mails, and in *Inside APPA*, APPA's biweekly e-newsletter.

If you have any questions, contact Anita Dosik, anita@appa.org or 703-542-3837.

APPA'S NEW ONLINE DIRECTORY

APPA's new online membership directory is updated on-the-fly so you'll always have the latest and most current contact information on your friends and colleagues.

The directory is accessible online to all members, and includes links to all of the information you're used to accessing through the prior directories, such as APPA programs, leadership information, APPA awards, and staff contacts. Search the directory by logging into myAPPA at www.appa.org.



BOK – APPA'S BODY OF KNOWLEDGE NOW AVAILABLE!**BOK****Body of Knowledge**

The BOK [pronounced B-O-K, not Bock] is APPA's ongoing Body of Knowledge project, and we are excited to announce that the BOK has been released digitally through the APPA website.

A body of knowledge is the collected wisdom, experience, processes, and facts that both inform a profession and provide the solid foundation from which continuous improvements and innovative change can occur. APPA's Body of Knowledge updates and builds upon the contents of *Facilities Management: A Manual for Plant Administration* — APPA's major reference book published in three editions since 1984 — and makes them available in a searchable digital database at www.appa.org/bok.

Editor-in-chief Maggie Kinnaman is overseeing dozens of writers, editors, and peer reviewers as they revise, update, and enhance the APPA body of knowledge. The project is ongoing, and updated sections will be posted as soon as they are peer reviewed and approved. Access to the Body of Knowledge is through an annual subscription. Member institutions of APPA pay a discounted price, and the subscription price is reduced after the first year. Your subscription allows BOK access to anyone in your organization. In addition, you will be automatically subscribed to receive *BOK Update*, a periodic e-newsletter that will include highlights and topics of focus from the BOK's editor-in-chief and content coordinators, announcements of new or revised BOK chapters, and much more.

- \$199 - APPA member institutions, organizations, and business partners
- \$499 - Nonmember institutions, organizations, business partners, and individuals

APPA 2010 – REGISTRATION NOW OPEN

Join your facilities colleagues for the annual industry event presented by APPA that you can't afford to miss. Visit us today at www.appa.org/training/APPA2010 for the latest on speakers, programming offerings, and check out the business partners are supporting us this year!

Remember July 14-16 Boston, Massachusetts – The Seaport Hotel – register today and book your travel early. For questions and inquiries, contact the Professional Development team at education@appa.org.

**THE 2008-09 FPI REPORT & EXECUTIVE LEVEL DASHBOARDS ARE SOON AVAILABLE!**

The 2008-09 Facilities Performance Indicators Report is available at no cost to all APPA members who participated in the survey, or for purchase through the APPA website for all others. The newly enhanced report is based on an extensive data collection effort (over a 75 percent increase over last year) for the 2008-09 fiscal year. Anyone with access to the 2008-09 Web-based FPI report will be able to view data from 2008-09, 2007-08, 2006-07, 2005-06, and the new set of Executive Level Dashboards.

- APPA Member Participant – FREE
- APPA Member Non-Participant - \$500
- Nonmember Participant - \$895



- Nonmember Non-Participant - \$1,000
- Accessing the report allows your institution to identify up to five users who can view your report. In addition, you'll have access to the newly created Executive Level Dashboards as well as the newly enhanced Executive Level Presentation and Report Dashboards. The report will be available this spring.

APPA will be hosting new FPI Report webinars which will help you discover how to access various reports, indicators and results. Visit <http://www.appa.org/research/fpi/webinar.cfm> to view a complete listing of existing and upcoming FPI Report webinars.

APPA EVENTS – 2010

Apr 18-19 Selling Yourself and Your Organization, Colorado Springs, Co.

Apr 18-22 Leadership Academy, Colorado Springs, CO

Apr 18-22 Supervisors Toolkit, Colorado Springs, Co.

Apr 22 Execution at the Speed of Trust, Colorado Springs, Co.

Apr 23 EFP Prep Course, Colorado Springs, CO

Apr 23 EFP Exam, Colorado Springs, CO

Apr 23 CEFP Exam, Colorado Springs, CO

Apr 24 EFP Examination, Colorado Springs, CO

Jul 14-16 APPA 2010, Boston, MA

Jul 17 EFP Prep Course, Boston, MA

Jul 17 EFP Exam, Boston, MA

Jul 17 CEFP Exam, Boston, MA

Jul 18 EFP Examination, Boston, MA

Sep 12-16 Institute for Facilities Management, Scottsdale, AZ

Sep 17 EFP Prep Course, Scottsdale, AZ

Sep 17 CEFP Exam, Scottsdale, AZ

Sep 17 EFP Exam, Scottsdale, AZ

Sep 18 EFP Exam, Scottsdale, AZ

OTHER EVENTS

Mar 21-23 Smart & Sustainable Campuses Conference, College Park, MD

For more information or to submit your organization's event, visit www.appa.org/applications/calendar/events.cfm.

PROFESSIONAL DEVELOPMENT

Supervisor's Toolkit (Cosponsored by RMA)

April 18-22, 2010

Tuition: \$825 per person

CEUs: 3.0 Units Available

PDHs: 30 Hours Available

The educational facilities workplace has been transformed in recent years by a variety of forces. Intense competition, advancing technology, changing values, and a global economy have created new possibilities as well as challenges. This transformation is changing the nature of management and the roles of supervisors. Supervisors must develop a systematic approach toward organizing, managing, motivating, and meeting customer expectations. The traditional role of the supervisor/manager is no longer adequate. The new business environment demands leadership. Register your employees today for

this ever popular professional development offering that give a supervisor at any level exactly what they need!

Selling Yourself & Your Organization

April 18 – 19, 2010

Tuition: \$395 Members / \$595 Nonmembers

CEUs: 1.25 Units Available

PDHs: 12 Hours Available

Learn how to get to “yes” with your requests. Whether it’s trying to convince your board of directors that deferred maintenance is really a big deal or that additional money spent on the new science building’s HVAC system will have a significant life-cycle payback, or trying to convince your boss that additional grounds keepers will boost admissions, getting your point across clearly, succinctly and convincingly is critical to the success of your department’s efforts. Just how do you go about identifying needs and perceived/real benefits? How can you be convincing, presenting information that your boss and your board will relate to? Who are your sponsors and champions? What is “board speak”? Come to this highly interactive day and a half session. Learn from the trainers and yourselves and contribute your insights about getting to “yes” with your requests. It won’t be dull!

Execution at the Speed of Trust

April 22, 2010

Tuition: \$395 Members / \$595 Nonmembers

CEUs: 1.0 Unit Available

PDHs: 8 Hours Available

Trust-related problems like redundancy, bureaucracy, fraud, and turnover put the skids on productivity, divert resources, squander opportunities, and chip away at a company’s brand. On the other hand, leaders who make building trust an explicit goal of their jobs elevate trust to a strategic advantage—accelerating growth, enhancing innovation, improving collaboration and execution, and increasing shareholder value. Join us for this highly interactive workshop that engages leaders at all levels in the real work of identifying and closing the trust gaps that exist in your organization. This one-day session will allow you to:

- Choose to make building trust an explicit goal of their work.
- Learn how others perceive their trustworthiness from their personal tQ™ Report.
- Understand the real, measurable Trust Taxes they might be paying without realizing it.
- Change Trust Taxes to Trust Dividends, which are the benefits that come from growing trusting relationships.
- Make action plans for Building Trust Accounts with all key stakeholders.

Seats are limited! Register today!

APPA BOOKSTORE

New APPA Publication! Coming in April!

Strategic Capital Development: The New Model for Campus Investment
by Harvey H. Kaiser and Eva Klein

APPA’s newest book, *Strategic Capital Development: The New Model for Campus Investment*, presents a bold approach for planning capital investments from a strategic and long-range perspective. The authors combine their extensive higher education experience, and their specific work of the last decade to improve capital planning and decision-making, to make a case for a new model in which they seek to balance idealism with pragmatism. They define stewardship principles necessary to create and sustain a physical plant that is responsive to institutional strategies and functions; remains attractive to faculty and students; and optimizes available resources.

The book is organized into three parts:

- Part 1—provides a summary of how capital planning and fund-

ing practices in higher education have evolved from the late 1940s to the present—including case studies of relatively more effective planning models.

- Part 2—makes the authors’ case for why change is needed, based on examination of environment/context factors, and articulates six key principles for 21st century facilities stewardship—the foundation for the model.
 - Part 3—provides the proposed model, based on the observations and conclusions in Parts 1 and 2. Following the model overview, Part 3 provides practical, hands-on, how-to details of methodologies and data requirements, along with illustrations of many of these elements.
- Order your copy today at www.appa.org/bookstore/.

