



A&F NEWS

Volume IX, Issue 1
June 2017

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Planning for Construction

By Mike Brown, Associate Vice President for Facilities Management

With the arrival of summer on the IUP campus, it is almost certain there will be construction that inconveniences you as a pedestrian or motorist. The summer is selected as the most appropriate time for construction because of the mild weather and the absence of the student population. This year, it seems that there is more construction than previous years and Facilities is attempting to challenge everyone to find new ways to get from Point A to Point B. The purpose of this article is to provide a glimpse of how these projects are developed and how those responsible make sure the process is as flawless as possible.

Facilities has several types of projects and equally diverse types of project delivery. My focus in this article will be both the larger projects managed by Engineering and Construction, and the smaller projects, identified as in-house projects, managed by Operations. Most projects are from a prioritized deferred maintenance list that addresses the most immediate needs. The deferred list is a "moving target" that grows at a faster rate than available funding to address the needs.

Projects such as the annual steam outage are built into the budget as a recurring project that occurs the week following spring graduation, without exception. This undertaking is an in-house project managed by Operations (plumbing shop) but involves other trade shops as well as coordination with Engineering and Construction. Planning for the outage begins as the previous year's outage concludes. The shutdown of the campus steam distribution only occurs one time a year and therefore all work must occur during the allotted week — or wait until the following year.

Projects similar to the condensate and steam line replacement require the project manager from Engineering and Construction to initially pursue a consulting engineer to develop contract documents so the project can be competitively bid. The design may take six to nine months, so the project manager must build that time into the schedule if the project is to start in early May as a summer project. Also to be considered is time to competitively bid the project and then the time required by the attorney general to sign contracts and issue a notice to proceed. The total time from consultants' selection through development of contract documents, bid and award and contracting may be 12 months, and it must be carefully managed to assure the project can start at the appropriate time as planned.

A project similar to the installation of a water vault adjacent to Weyandt Hall is a one-time project that is an in-house project managed by the foreman of the respective trade shop that is responsible for that specific repair or installation. In the case of the water vault, the plumbing foreman worked with Grounds and Engineering and Construction to locate underground utilities and determine the best location for the vault. The foreman is responsible to determine the material that will be needed, the time it takes to obtain all of the material and to coordinate the availability of the other shops that will assist in the installation. The foreman must calculate the time needed to acquire materials and the necessary manpower from the respective trade shops to have everything in place and ready to go at the planned time.

Occasionally we have projects from the Department of General Services that are construction projects not managed by IUP staff. A current example is the demolition of Leonard Hall. These projects are coordinated by a project manager in Engineering and Construction. This particular project has taken an exceedingly long time to develop contract documents, bid, contract and issue notice to proceed, making it difficult to plan and ultimately schedule the project so it falls within the desirable summer months. Engineering and Construction does a good job in building in unforeseen delays that seem to regularly accompany a DGS managed project.

The examples noted provide a sampling of the challenges required in the months preceding the summer construction season to assure work can take place in the time designated. Many times, one project must be completed so an additional project can follow. These projects take considerable planning, communication and coordination that happens routinely within all of the previously noted areas. Although many express concerns that the “the campus is always under construction in the summer,” attempting to make improvements on the scale of the summer work during the time that the majority of the students are on campus would magnify the inconvenience to everyone by a large margin.



Installation of new condensate line across Pratt Drive and Maple Street intersection



New steam and condensate lines being installed adjacent to Eberly College of Business



Two new water vaults staged for installation adjacent to the Cogeneration Plant

Changes in Procurement Law

By Terry Breslawski, Director of Procurement Services and Central Stores

In December 2016, House Bill 2107 was passed by the Pennsylvania state legislature and is now incorporated into the state procurement code, which IUP is required to follow. The goal of the house bill is to provide more transparency and public access to procurement records. Since that time, the universities in Pennsylvania's State System of Higher Education have been working toward implementation of the law, and assessing the impact and implications on the procurement process.

On March 13, 2017, university procurement directors received a guidance document from State System legal to clarify the interpretation of the law, as it applies to our procurement services of IUP. Specific and notable changes are:

- Sole Source Certification justifications must be posted for public view and comment for seven days prior to approval by the university and 30 days after approval by the Commonwealth. During the initial seven days, if compelling evidence suggests a competitive situation, a bidding process will be used.
- Request for Proposal (RFP) has additional documentation and posting requirements that must be followed prior to, during, and after, the proposal process and contract award.
- Invitation for Bid (IFB), like RFPs have additional requirements for posting for public view. Bid tabulations and notice of award must be visible for 30 days.
- Emergency Procurements require advanced posting prior to approval. Approved justifications and any Statement of Work (SOW) must be posted no later than seven days after approval and must be visible for 30 days.

Practically, this means more time to do things right and better planning from requisitioner to vendor to be compliant and minimize the wait time for all involved. Implementation of the new law is still in process as Procurement Services adjusts to new systems and processes to enable the change. We will be updating our website as these new requirements and processes become settled. In the meantime, please add planning time to your projects and purchases, especially if they are time sensitive.

Changing Seasons and Pennsylvania Severe Weather

By Kevin Thelen, Director of Public Safety and University Police

The changing of seasons often brings some drastic swings in weather across Pennsylvania. The transition from cold to warm triggers thunderstorms in the spring months, while heat and humidity can help build thunderstorms in the summer. Severe weather is possible at any point during the year, but April marks the beginning of the “severe weather” season in Pennsylvania — a time when these types of storms typically become more frequent. Thunderstorms can produce hail, severe wind gusts, and even tornadoes anywhere within the borders of our commonwealth. Plus, thunderstorms can produce lightning and flooding hazards, which are categorized on their own.

Let’s talk a little about what makes a storm severe and look at Pennsylvania’s severe weather numbers.

What makes a storm severe?

There are three factors which make a thunderstorm severe:

- ◇ **Wind Gusts of 58 mph or faster**
- ◇ **Hail 1-inch in diameter, or larger (quarter sized)**
- ◇ **A tornado**

You only need one of these to make a storm severe. Lightning and flooding are not requirements for a severe storm, even though they present a danger. By definition, you need lightning to have thunder, so it’s technically present in every thunderstorm. But the unpredictability of strikes allows for little almost no alert time. Flooding from heavy rains in thunderstorms is a common hazard and is alerted separately.

Know Your Weather Terms

The National Weather Service (NWS) will issue a *Watch* when it expects favorable conditions to allow for severe thunderstorm development. *Watches* are usually issued for several counties for a period of six to eight hours. You should *prepare* for severe weather by reviewing your family plan, securing loose objects outdoors, closing doors and windows, and monitoring weather forecasts. *Always have at least two methods to receive weather alerts.*

The NWS will issue a *Warning* when thunderstorms are creating severe weather, either seen on radar or reported by the public. *Warnings* usually last less than one hour and cover a small area. A **severe thunderstorm warning** is issued when a storm contains damaging winds, hail, or the potential for a tornado. **Tornado warnings** are issued when a storm shows rotation on radar or a tornado is spotted. When a *warning* is issued, you should *immediately take action*. Seek shelter in the lowest, most central room and stay away from doors and windows. Don’t delay, the storm hazards may be seconds away from you.

Golf balls, Baseballs, and DVDs

We're not talking about pastimes, we're talking hail. One of the most common descriptions people give for hail is "marble sized." Since there is no standard size for marbles, the NWS has come up with a better way to report hail. Any hail stone larger than a quarter is considered severe because it can cause damage to homes and cars. The largest hailstone in Pennsylvania history came in at a whopping 5.5 inches on June 26, 1950, in Meadville, Crawford County. That's bigger than a DVD.

Common objects are the best way to identify hail size:

- A penny = $\frac{3}{4}$ inch
- A quarter = 1 inch
- A golf ball = 1.75 inches
- A pool ball = 2.25 inches
- A baseball = 2.75 inches
- A softball = 3.8 inches
- A DVD = 4.75 inches

What to Do in Case of a Tornado

The tips below were provided by Dr. Greg Forbes, severe weather expert at The Weather Channel, and NOAA's Storm Prediction Center.

1. Figure out a safe place to ride out the storm

Do you live in a mobile home? Get out. Driving in a car? Get home as quickly as you can, and if that's not possible, get to a sturdy building.

2. Get away from windows and get underground

Regardless of where you're hunkering down, it should be as far away from windows as possible. Even if a tornado doesn't hit, wind or hail could shatter windows, and if you're nearby, you could get hurt. You should make every attempt to get underground during a severe storm, either in a basement or storm shelter. If neither is possible, head to the innermost room or hallway on the lowest floor of your home. The goal is to put as many walls between yourself and the outside world.

3. If a tornado appears while you're on the road

You should make every effort to find a safe building for shelter. If you can't find one, NEVER hide under an overpass. Instead, find a ditch, get down and cover your head. Get as far from your vehicle as you can to prevent it from being blown onto you.

4. Put on your shoes — and a helmet

If you're at home and severe weather is bearing down, prepare for the worst. If your house is damaged by a tornado, you could end up walking through debris that's riddled with nails, glass shards and splintered wood. The best way to ensure your shoes aren't scattered is to put on a pair before the storm comes. If you own a bike helmet, be sure to put it on during a severe storm. It could save you from life-threatening head trauma if your home suffers a direct hit.

5. Keep your pets on a leash or in a carrier, and bring them with you

They're a part of the family, so make sure they go to a safe place with you. Make sure their collar is on for identification purposes, and keep them leashed if they're not in a crate. If your home is damaged by a tornado, it might not be familiar to them anymore,

and they might get loose. Be sure to get them to a safe place or put them in a crate while cleaning up.

6. Don't leave your home and try to drive away from a tornado

If you made it home, stay there. Tornadoes can shift their path, and even if you think you're directly in the line of the storm, being inside shelter is safer than being inside a car. Traffic jams could keep you from getting out of the storm's path, or a small wobble could send the storm in a different direction.

7. Know your severe weather terms

Severe thunderstorm watch: Conditions are conducive to the development of severe thunderstorms in and around the watch area. These storms produce hail of ¾-inch in diameter and/or wind gusts of at least 58 mph.

Severe thunderstorm warning: Issued when a severe thunderstorm has been observed by spotters or indicated on radar, and is occurring or imminent in the warning area. These warnings usually last for a period of 30 to 60 minutes.

Tornado watch: Conditions are favorable for the development of severe thunderstorms and multiple tornadoes in and around the watch area. People in the affected areas are encouraged to be vigilant in preparation for severe weather.

Tornado warning: Spotters have sighted a tornado or one has been indicated on radar, and is occurring or imminent in the warning area. When a tornado warning has been issued, people in the affected area are strongly encouraged to take cover immediately.

Pennsylvania Severe Weather

“We Don't Get Tornadoes Here ...”

FALSE. There are many myths and old tales about mountains protecting Pennsylvania from tornadoes and severe storms. This is simply not true. In fact, we do get tornadoes, damaging winds, and hail across the commonwealth. Most of our severe weather happens in the spring and summer months, especially in the afternoon and evening. But any time of the day, any day of the year, severe weather can strike with the right conditions.

(All data below are from NWS Storm Prediction Center, NWS Local Storm Reports, and Tornado History Project. Surrounding County total Tornado count from 1950 – 2017) ¹

¹Courtesy of Pennsylvania Emergency Management Agency, Ready PA Monthly, April 2017

- Indiana—13
- Jefferson—12
- Armstrong—12
- Butler—22
- Allegheny—16
- Westmoreland—32

Electricity Safety and Savings

By Bob Deemer, Director, Budget Office

When used properly, electricity is one of the safest and most reliable forms of power. When it comes to safety, you need to recognize and prevent electrical hazards at home and in the workplace by:

- Using ground fault circuit interrupters (GFCI) in areas that are considered wet. For example, bathrooms, kitchens, basements, garage areas, and outdoor outlets.
- Checking all cords from electrical equipment for frayed wiring or other defects. Always side on the area of caution and replace or repair if you suspect a problem.
- Avoiding overloading outlets and using multiple power strips connected together and connecting them to the same outlet.
- Never using extension cords on a permanent basis and never place them under a rug or furniture.
- Making sure electric panels are not blocked. Be sure to keep boxes, furniture and equipment from obstructing the panel, enabling quick and easy access.



With summer almost here, there are a few ways you can ensure savings on your monthly electric bills by doing the following:

- Maintain your cooling system by having a qualified HVAC professional inspect your air conditioning system. Perform regular maintenance by changing dirty air filters and inspecting ductwork for leaks.
- Don't forget to change your thermostats and sensors before the cooling season begins. Also align indoor and outdoor sensors by calibrating room and duct thermostats.
- Cool conditioned air can escape through air leaks. Therefore, inspect windows and exterior doors for leaks and seal them.
- Update to LED energy-efficient lighting technologies. This will reduce your lighting costs. Also LED bulbs give off less heat than conventional bulbs, which will reduce your air conditioning load.



By following these steps mentioned above, you will not only save money on your electricity cost this summer, you will have a safe and reliable home giving you peace of mind.

Kovalchick Complex News

By Kristen Kaltreider, Marketing Manager

The Kovalchick Convention and Athletic Complex is gearing up for an exciting fall lineup. Coming off of one of the best fiscal years in building history, the Kovalchick Complex staff is ready to bring on new challenges and reach new goals.

The Ed Fry Arena is solidly booked for the fall and prepared to host several exciting shows for the community.

- Rodney Carrington, a multi-talented comedian, actor, singer, and writer is set to bring his top-notch country comedy act on Friday, November 3, at 8:00 p.m. Rodney has been one of the Top 10 highest-grossing touring comedians for the past 10 years and among the Top 5 the last several years.
- With more than a half-century of making music, The Beach Boys continue to ride the crest of a wave unequalled in America's musical history. Mike Love will lead the iconic group when it makes its stop here in Indiana on Thursday November 16, at 7:30 p.m.

As we look to the fall, many other events and competitions are planned to take place, including: IUP volleyball, IUP men's and women's basketball games, PA State Cheerleading, and Wine Fest. Our first-ever Community Flea Market, held in April, proved to be a big success that we plan to bring back this fall.

The second season of Live on Pratt will feature nine shows this year in the Toretta Auditorium. Be on the lookout this summer for show announcements and information on how to purchase season and individual show tickets.

The Kovalchick Convention and Athletic Complex believes in celebrating our staff members that go above and beyond to make all of our customer's experiences memorable. The Pinnacle Venue Services Peak Customer Service Program was rolled out in February. When a staff member displays top-notch customer service, they are rewarded with a PEAK card. Every month, the cards are compiled and one person receives a gift card as a thank you for their hard work and dedication. Past winners include Ryan Sharp (event staff), Mary Scanlon (operations staff) and Chris Stiles (box office/ event staff).

The KCAC staff is dedicated to the success of the facility, customer service to all patrons, and creating a positive impact in the surrounding communities. Charitable initiatives included volunteering at Four Footed Friends, Indiana's local non-kill shelter. Volunteering allowed the staff to spend some time out of the office helping a nonprofit organization by walking dogs, cleaning around the facility and even cuddling with some cute furry friends.



High Stickin'... High Stakes ...We're the Bursar Office for Goodness Sake!

By Bill Bracken and the Bursar Staff

Team building and esprit-de-corps can take on many forms. For instance, read the e-mail below, which was sent to the Office of the Bursar staff after the Pittsburgh Penguins lost their first game of the 2017 playoffs:

Dear Friends,

Last night was a very tough night. Our peanut butter ended up being brittle, we had a little more rust than we thought, and we discovered being in the middle may not be as much fun as we thought. We will come back, as it is indeed time to drop the gloves. Although the curtain may have been pulled back on the wizard, there is the orange glow of a rising sun in the distance. No Tom Foolery or tricks here. Just remember, there is no weakest link on this team. In the end, we will persevere and shout to the Hot Dog Boy cheers as we look forward to a well-earned White Christmas.

Did the Office of the Bursar lose what was left of its collective minds after another tremendously successful semester of providing first-class customer service? The answer is an over-whelming *no!* Welcome to Pittsburgh Penguins hockey ... Bursar style.

Before I give you all the details of "Another Day in the Life at the Office of the Bursar," let me introduce you to our Team Members:

Center: Bill aka Malkin in the Middle
Center: Bonnie aka The Wizard of Cros
Defense: Carly aka Orange LeTang (Asst Capt)
Goalie: Cindy aka Peanut Butter Fleury
Forward: Donna aka In Rust We Trust
Vendor: Evie aka Hot Dog Boy (Captain)

Forward: Kyle aka Just a Little Rusty
Zamboni Driver: Mike aka Dropping the Gloves
Everyone's Friend: Paula aka Lady Hat Trick
Crooner: Randy aka Bing Crosby
No. 1 Fan: Windy aka The Weakest Link
Lady Di (our random number generator)

The Office of the Bursar is having some old-fashioned fun during the hockey playoff season with our now second annual hockey contest.

As an entrance fee, each player placed one or more items in our goodie basket. This year, items include: A bottle of Elmo Pia Asti wine, a Penguins Frisbee, a Penguins glass, pistachios, a Penguins umbrella, and much, much more. The winner of the contest gets to take home the basket and all the goodies. How is the winner determined? For each Penguins game played, the players are given a list of questions to test their hockey prowess. The great part of the game is that no hockey experience is required. Typical questions included "which goalie will touch the puck first?" or "will a man or woman sing the national anthem?" Ten questions per game.

We have also included a caption contest. For instance, after the Senators were given a 7-0 beat down by the Penguins, the picture sent to our "not quite ready for prime time" players was the Senators' coach, who was staring upwards with a puzzled look on his face. One of my favorite captions was from the newest member of the Bursar team, Kyle (Just a Little Rusty)

who wrote: "I'm not sure, but I think we just lost by a TOUCHDOWN!" How funny is that?

A byproduct of having so much fun is great esprit-de-corps and team building as explained by In Rust We Trust:

"The contest has been the highlight of my short career at the Bursar's Office. It has inspired me to dream big. The prospect of pouring a glass of Elmo Pia Asti wine into a Penguins glass while sitting under a Penguins umbrella is now on my bucket list."

Teammate The Wizard of Cros agrees: "The atmosphere in the Bursar's Office has been highly charged in anticipation of the upcoming final round. The offensive zone has been on attack, all in the hopes of achieving the Stanley Cup basket of goodies. I have an open net in hopes of winning this grand prize."

In addition to fun, the hockey knowledge and hockey enthusiasm of the entire staff has gone nuclear as explained by Lady Hat Trick:

"Before this contest I thought icing was something you put on a cake and slashing was something you would see in a Freddie Krueger movie. I am now very pleased that I have something to watch during the commercials of *Dancing with the Stars!*" In all seriousness, teambuilding, as evidenced through multiple studies, has been scientifically shown to have a tremendous impact on the successful accomplishment of our daily tasks. Team building can help your organizations with their identity, unity and cohesion. If you want to have skyrocketing morale within your organization, start first with team building! Peanut Butter Fleury agrees: "There is nothing we can't accomplish as a team, except of course correctly predicting the answer to all those Penguins questions." At the end of the day, this whole game and this article, can best be summed up by Team Captain Hotdog Boy who said:

"In wrapping up this cavalcade of prizes and a lot of good fun with a little side of competition, I would like to quote one of my grandson's favorite Mickey Mouse tunes and bring it home — 'hot dog, hot dog, hot diggety dog/our team's in the hunt for the Stanley Cup/so let's grab our sticks and shoot the puck/hot dog, hot dog, hot diggety dog'"

Well said...and the first thing in this article that made one iota of sense!

- Editor's Note 1: The author of this story, Malkin in the Middle, attempted to get a quote from Dropping the Gloves. However, when asked a question, Dropping the Gloves could only make a fist and say, "Are you talking to me? I'm the only one here, so you must be talking to me." At this point Malkin in the Middle decided to seek wisdom from other teammates.
- Editor's Note 2: Bing continues to sing as he has taken up residence in first place. In the end, the top three players, which at this point includes Just a Little Rusty and The Wizard of Cros, will participate in a shoot-out to determine the ultimate winner. Just another day in Penguins Paradise!
- Editor's Note 3: Orange LeTang was not available for this interview due to an undisclosed upper body injury.
- Editor's Note 4: Please read again the e-mail at the beginning of this article. At the Office of the Bursar, we are not crazy, just a very clever team!

Student Employment—Fall 2017

Students who are interested in finding employment on campus have historically had a difficult time knowing how to go about finding that job, or how to ensure they were eligible for federal work-study. Beginning fall 2017, this is changing.



Students will only need to log into their MyIUP page to find a link which will take them to a student jobs page that will display every student job on campus. There they will be able to view and apply for jobs online. After setting up a brief profile, they will be able to apply to positions across campus, year-round, just like they will in the real world after graduating.

This summer, Human Resources will be working with staff members who are responsible for hiring students across campus to train them on how to post student positions and hire students using the same NeoGov platform that is currently used for all staff and faculty positions. This will effectively put all employment on campus on one platform, casting a singular electronic net to capture all IUP employment. Not only will this be a tremendous service to students, giving them one place to look for employment on campus, but the university will improve compliance and efficiency relative to background-check requirements on student employees.

“This is really just the first step in terms of becoming more student service friendly,” said Craig Bickley, Associate Vice President of Human Resources. “We know from our focus group that students, particularly new freshman, are bewildered and confused with our lack of a consistent process, and all students are frustrated being run across campus from the employing office, to HR, to Financial Aid, to Payroll, sometimes multiple times. We’re going to continue to work with offices across campus to make this as efficient and comprehensive for all involved, but particularly our students.”

An implementation and communications plan is already in the works for fall. Not only is the training with staff extensive, all of the separate processes that have existed across campus are being updated to point back to the new single entry point. Representatives involved with new-student orientation have been apprised and are already including the rollout in their work with new students and parents. Finally, there will be significant efforts as students arrive to inform them of the new service, from campus signage, to information in *the Beak* and other methods.

For implementation purposes, August 1, 2017 is the date set for transition from the old processes to the new platform. Any student hired or rehired August 1, or after, will do so through the online process. Students who were employed in a department in the spring 2017 or summer 2017 who will be employed in that **same** department in fall 2017 will not need to reapply. Students who are new hires or rehires to a department (who didn’t work there in spring or summer 2017) will need to reapply online.

New in 2017—GET Funds and a Fresh I-Card Design

By Dave North, Director of Card and Vending Services

Forget about the coins and bills! GET is a new software designed to add funds to the I-Card Crimson Cash account. Replacing ManageMyID, its features include account monitoring, security, and the ability to add funds via credit or debit cards. It is also available as an easy-to-use app for your smartphone. GET is accessible through the I-Card webpage (www.iup.edu/icard), the GET website (www.get.cbord.com/iup), and by searching "GET Funds" for both Google Play and the App Store. With upgraded, convenient features, adding money to your I-Card for use on campus has never been easier.

In addition, the I-Card itself has been recently upgraded with a fresh new design. All information and uses remain the same, but with a new layout. Check it out below!

Any questions and/or concerns about either GET or the new I-Card design should be directed to the I-Card Office in the HUB by calling 724-357-1314.



In Transition

Please welcome the following employee to the Administration and Finance Division:

- Kyle Schons, fiscal assistant in the Bursar's Office, May 15

Please congratulate the following employees on their summer temporary assignment:

- Gaynelle Kalanavich, temporary groundskeeper in Grounds, April 17
- Vickie Marshall, temporary groundskeeper in Grounds at Punxsutawney, April 17
- Landon Martin, temporary groundskeeper in Grounds, April 17
- Daniel Vanhorn, temporary groundskeeper in Grounds, April 17
- Curtis Miller, temporary groundskeeper in Grounds, April 18
- Jeremy Daugherty, temporary groundskeeper in Grounds, April 24
- Timothy Dreischalick, temporary carpenter in Building Services Maintenance, April 24
- Nicholas Robson, temporary plumber in Building Services Maintenance, April 24
- Daniel Serian, temporary laborer in Building Services Maintenance, April 24
- Jeffrey Zele, temporary carpenter in Building Services Maintenance, April 24
- Sean Murphy, temporary groundskeeper in Grounds, May 1
- Jeffery Hurd, temporary groundskeeper in Grounds, May 8
- Teresa Campbell, temporary custodial worker 1 in Custodial Services, May 12
- Jules Dill, temporary custodial worker 1 in Custodial Services, May 12
- Charles Dott, temporary custodial worker 1 in Custodial Services, May 12
- Dakota Keith, temporary custodial worker 1 in Custodial Services, May 12
- Clayton King, temporary custodial worker 1 in Custodial Services, May 12
- Richard Loftus, temporary custodial worker 1 in Custodial Services, May 12
- Brooke Omasta, temporary custodial worker 1 in Custodial Services, May 12
- Valerie Quarles, temporary custodial worker 1 in Custodial Services, May 12
- Sonya Weston, temporary custodial worker 1 in Custodial Services, May 12
- Jacqueline White, temporary custodial worker 1 in Custodial Services, May 12
- Faye Beere, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Vicki Black, temporary assignment as custodial worker 1 in Custodial Services at Punxsutawney, May 13
- Sherry Borst, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Timothy Burnheimer, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Justin Costello, temporary assignment as equipment operator A in Grounds, May 13
- Maryann Eyler, temporary assignment as custodial worker 1 in Custodial Services at Punxsutawney, May 13

- Gary Flory, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Rodney Goodlin, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Nicole Grace, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Carl Kunkle, temporary assignment as custodial worker 1 in Custodial Services at Punxsutawney, May 13
- Noel Paulina, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Michele Rosborough, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Paul Simon, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Rodney Stenman, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Melinda Wirgnoivcz, temporary assignment as custodial worker 1 in Custodial Services, May 13
- Matthew Bartus, temporary painter in Carpenter and Paint Shop, May 15
- Brian Bottles, temporary electrician in Afternoon Maintenance, May 15
- Jeffrey Dietz, temporary electrician in Electric Shop, May 15
- Robert Fairman, temporary mason in Grounds, May 15
- Paul Jacobson, temporary groundskeeper in Grounds, May 15
- Frank Shurina, temporary painter in Carpenter and Paint Shop, May 15
- Tyler Smay, temporary semi-skilled laborer in Grounds, May 15
- Kelly Deskevich, temporary custodial worker 1 in Custodial Services, May 20
- Teresa Jula, temporary assignment as custodial worker 1 in Custodial Services, May 21
- Jesse Vanhorn, temporary custodial worker 1 in Custodial Services, May 23
- Theodore Allen, Jr., temporary painter in Building Services Maintenance, May 30
- Paul Fairman, temporary carpenter in Building Services Maintenance, May 30
- Ryan Hoe, temporary electrician in Building Services Maintenance, May 30
- Garrett Jennings, temporary painter in Building Services Maintenance, May 30
- Terry Johnson, temporary painter in Building Services Maintenance, May 30
- Vernon Leasure, temporary plasterer in Building Services Maintenance, May 30
- Clifford Nichols, temporary painter in Building Services Maintenance, May 30
- Charles Weston, temporary painter in Building Services Maintenance, May 30

Please congratulate the following employees on their promotion:

- Kathryn Cindric, from Fiscal Technician in Accounts Payable to Director of Accounts Payable, February 18
- Brittany Davis, from temporary clerk typist 2 in Human Resources to permanent Administrative Assistant 1 in Human Resources, February 18



**Management Team
Administration and Finance**

Dr. Cornelius Wooten
Vice President

Mr. Craig Bickley
Associate Vice President for Human Resources

Mr. Mike Brown
Associate Vice President for Facilities Management

Ms. Susie Sink
Associate Vice President for Finance

Mr. Sam Phillips
Assistant Vice President for Administration

Mr. Tom Borellis
Special Assistant to the Vice President for Special Projects

Mr. Terry Breslawski
Director of Procurement Services and Central Stores

Mr. Bob Deemer
Budget Director

Mr. Kevin Thelen
Director of Public Safety and University Police

UPCOMING EVENTS

Independence Day	Tuesday, July 4
Summer Session 1 Classes End	Friday, July 7
Summer Session 2 Classes Begin	Monday, July 10
Summer Session 2 Classes End	Thursday, August 10
Fall 2017 Classes Begin	Monday, August 28
Labor Day	Monday, September 4
First Day of Autumn	Friday, September 22

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