

FACILITIES MANAGEMENT

AT COLORADO STATE UNIVERSITY

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Greetings, FM Team.

CSU Facilities Management is launching a Leadership Academy that begins in September. Applications may be submitted between July 26 and August 6; the application is attached.

FM Leadership Academy

APPA is the Association of Physical Plant Administrators – a professional organization for people working in Facilities Management within an educational context. The CSU FM Leadership Academy is modeled after both the national [APPA Leadership Academy and their Institute for Facilities Management](#), intended to increase the effectiveness and success of individuals in the facilities management profession by developing their leadership, managerial and technical skills; elevating and broadening their understanding of the FM profession; and creating and nurturing productive professional networks.

The FM Leadership Academy is specific to our department, CSU Facilities Management, and occurs in alignment with the fall semester. It is free to FM employees who participate, created by FM subject area experts. The intent is to open pathways for career advancement and to help employees explore different FM fields. It establishes opportunities for progression of roles and provides foundational learning for how to be a successful leader within our department. The purpose of the academy is to develop the expertise and contextual leadership skills through learning about the four main pillars of our business: Finance and Administration, Planning, Design, Construction; Utilities; Operations and Maintenance. Participants will cycle through all four topics areas during their time in the Academy.

Weekly Classes

The inaugural semester of the FM Leadership Academy will begin after Labor Day, the week of September 13, and will occur weekly through mid-December. Classes will be attended during work hours. No overtime needed. Classes are once a week during 4-hour blocks of time. Missing one class due to leave is permitted, but employees must make the class up during the next semester, or watch the recorded class to complete the program.

Examples of classes in the academy are: Developing Charge Rates; Performance Management; Maintenance and Operations of Building Systems; Construction Project Management. There will be

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a variety of instruction styles in a classroom setting with time for practical discussion with the FM experts and participation from the class is an expectation. The final schedule and dates of courses, timeline of the program, curriculum, as well as presenters with their bios and contact information, will be posted to the [webpage](#) on July 23. Currently the page includes basic information about the academy.

The Leadership Academy is one semester. Upon completion of the program, participants will submit a summary of what they learned and how they plan to apply it to their work. Specific guidelines on this will be provided. Participants will earn a Leadership Academy certificate, and a recognition ceremony will be held at the end of the fall semester.

Selection Process

Full-time FM State Classified and Administrative Professional employees who have been in their position for a year or more may apply to the academy. Anyone at any level of their career in all of the FM sections and groups may apply. State Classified employees must have a satisfactory review of 2 or above. Administrative Professional employees must have a review of 3 or above. Supervisor approval is required, indicated through a signature on the one-page application. Applicants will write a paragraph describing what interests them about the Leadership Academy program and what they hope to gain from the experience.

A selection committee, chaired by Michelle Tate, will choose 24 FM employees to participate in the fall session. The academy will be offered in the spring as well. The overall purpose of the academy is to invest in our employees; increase our team's knowledge and skills; support career progression and succession planning; and to engage and retain employees. We hope you will take advantage of this professional opportunity by submitting your application by August 6.



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