

April 23, 2020

# FACILITIES MANAGEMENT

AT COLORADO STATE UNIVERSITY

FM DAILY  
COMMUNICATION

Issue 15

Dear Facilities Management Team,

The COVID-19 pandemic resulted in several changes to how our 600-person strong FM team carries out our daily duties. Back on March 23, we shifted to essential-in-person duties performed on campus, resulting in nearly 100 of our team staying at home and teleworking. The balance of our team, 500 designated essential-in-person, continued to perform their duties on campus each day. Upon release of CSU's Critical Building List—a key determinant of critical services—FM refined our staffing work schedules to better align with critical services. Two weeks ago, we implemented alternate work schedules to further reduce the number of FM personnel on campus at any one time. All of these measures served to minimize the transmission and spread of coronavirus, making for a safer campus and workspace. I commend your ability to skillfully adapt to these health-related changes, all with professionalism and positive 'Can Do' attitudes! So far, so good!

Today's topic involves the recently approved 'Critical Services Pay' differential that recognizes those eligible essential-in-person team members when working on campus. Those who are eligible will receive a pay differential of \$2 per hour for the hours they work on campus. This will be awarded retroactive to March 23, 2020, the date when CSU moved to primarily online operations. Only employees earning \$75,000 or less who continue to work physically on campus in designated positions that directly support the health and safety of our students and the safety of the spaces in which they live and eat qualify for the pay. I shared a list of eligible FM employees with your supervisors, and last week we added this pay differential so that this increase will be reflected in your next pay period. Should you have questions, please contact your supervisor or FM HR (Michelle Tate or Kathy Brady).

Please know how proud I am of our FM Team, your exceptional performance during these challenging times and how you care for each other—whether producing homemade masks, accommodating work schedules for those affected by childcare closures, or tending to a sick family member—has been truly inspirational. Your courage and determination can accomplish anything! I'll leave you with this:

**"What lies behind us and what lies before us are tiny matters compared to what lies within us."**

—Ralph Waldo Emerson

Sincerely,



Tom Satterly, P.E.  
Associate Vice President for Facilities Management

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