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FACILITIES MANAGEMENT

AT COLORADO STATE UNIVERSITY

FM WEEKLY
COMMUNICATION

Issue 90

Dear FM Team,

You may remember my [message from September 30](#) when I wrote about the importance of having access to email because it is the primary source of communication for CSU. During the fall semester, FM has continued to work on steps to ensure FM employees have the ability to access and read their university email. In October, the Diversity Team reached out to employees who possibly did not have access to learn more about their needs. Employees attended focus groups the week of October 19, which included the options of providing input through Spanish translation or phone interviews for those who couldn't attend in person. We wanted to share the results of these discussions with you and what the next steps are for addressing FM employee needs.

- Collected and reviewed 107 survey responses and identified the following needs for some employees:
 - **Dedicated time in their daily schedule to check email on a CSU device**
 - **Access to technology (computers, smart phones, etc.) and/or Wi-Fi while at work**
 - **Training (in English and Spanish) in computers and programs like Outlook**
- The FM Diversity Team is working with FM leadership to address these needs, including the following recent or upcoming initiatives:
 - New custodial breakroom in Weber (see recent [FM Weekly article](#)) which includes computer workstations, and during my recent visit the custodians shared that they appreciated the computers and time to check their emails.
 - Installing additional Wi-Fi coverage at many of the areas across campus where FM works (40+ new locations at a project cost of \$166,000 funded by the VP of University Operations).
 - Considering the feasibility of a pilot program to issue handheld devices with Wi-Fi access (like iPod Touch or other options) to FM employees without current technology access
 - Planning a computer training series in partnership with FM Computer Services in very small groups or one-on-one, including Spanish translation options
 - Creating new resources for employees to connect to literacy and English as a second language programs

If any employees know of specific areas on campus that still need better Wi-Fi access, please let us know. FM Computer Services is compiling a list of locations to be addressed in a second round of installations as an ongoing effort. You can send all feedback related to access by emailing fac_diversity_team@mail.colostate.edu or Tom.Satterly@colostate.edu.

Best,



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