

# Facilities Focus Fall 2023

The quarterly newsletter of CSU Facilities Management



## From the Desk of the AVP

The following example demonstrates how a member of our team truly embodies the FM Value of Caring:

Nurse Manager Brianna Riggio contacted me in mid-September to offer her deep gratitude for **Steve Fisher** from FM Operations. During the school day a student's bike broke in half while they were in motion and the student crashed. Steve helped the student get to the CSU Health & Medical Center. Nurse Riggio wrote, *"That a staff member took time out of their day to stop and help, when many wouldn't, and then seeing that more help was needed, get [the student] over to the right people is nothing short of amazing. Steve's kindness and dedication to helping serves as an excellent example of what we mean when we say, 'Rams take care of Rams'. Because of Steve's quick actions and above and beyond assistance, the student will be just fine. I know that we were all so grateful for his help, but none more so than the student. I wanted to let you know about this impressive act of service your team member exhibited today, truly living the Principles of Community."*

Well Done, Steve, you make our FM team proud!

**FACILITIES  
MANAGEMENT**

AT COLORADO STATE UNIVERSITY

## Engagement & Recognition Committee and SPARK Program

By: Joan Paulsen

This quarter the Engagement and Recognition Committee welcomed **Mat Forbes** from BSG PM shift to the committee. We all look forward to working with him, welcome Mat!

The committee is moving forward on making changes to improve the SPARK website form. These improvements will help everyone navigate the website for a better, easier experience. We are also looking into celebrating future FM events. Be on the lookout for what we plan next!

The Committee continues SPARK Card redemptions every 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month in the Pitkin Conference Room from 10:00-11:00 and from 3:30-4:30 pm. We look forward to seeing each of you and providing you with the gift card of your choice.

It's time again for the Employee Recognition Committee to randomly draw a name from eligible recipients who have enacted Facilities Management core values for the third quarter.

This quarter's recipient will receive a total of \$250 (taxable) gift card(s) of the recipient's choosing.

Congratulations, **Ramiro Ramirez**,  
Quarterly SPARK award recipient for our  
third quarter drawing!

The Committee invites anyone interested in learning more about the ERC and joining us in our adventures to our in-person meetings held on the third Tuesday of each month in the Mason Conference Room or virtually Teams if unable to attend in person from 2:30-3:30 pm. Please contact Karin Rees to get the meeting invite.





**FM Staff receiving backpacks from the  
CSU School is Cool  
Community Outreach!**





## All Gender Restrooms – More Than Meets the Eye

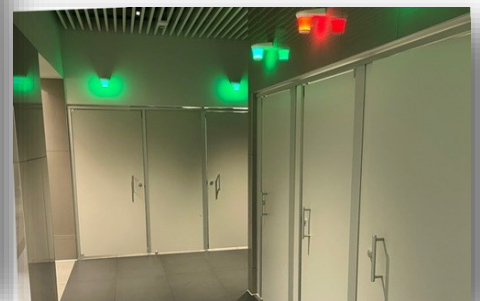
By: Kyle Presnell, Remodel and Construction Services

Across CSU's multiple campus' you can find all gender restrooms. While most people are accustomed to seeing these additional restrooms around campus, for some it may be the first time seeing and/or using them. Back in 2015, Social Work students issued a university-wide survey that brought back results showing nearly 1/3 of gender nonconforming or transgender respondents had negative experience with CSU's restrooms, including verbal threats of violence. Not happy about these results, the university was set out to update building standards to include all gender restrooms. What defines an all-gender restroom? CSU's standards help with physical requirements, but the overall goal is to have an inclusive restroom for anyone to use. These single-person restrooms allow individuals to have a private, safe restroom that is also fully accessible. These restrooms are equipped with automatic door operators, roll-under sinks, full-height mirrors (to allow someone in a wheelchair to see their reflection easier), grab bars, accessible heights of all dispensers and equipment, and a larger sq. ft. area for easier movement. These additions allow most people with disabilities the opportunity to use the restroom, barrier free, creating an inclusive space as well. While changes to the restroom standards change periodically the largest change to the standards came from the need for better inclusivity within the restroom. A group of student veterans were unable to use the all-gender restrooms because of the automatic fixtures. The potential for a toilet to flush or a paper towel to dispense at random was causing PTSD trigger concerns. CSU's FM amended the standards to reflect this issue.



Since 2015, most major academic buildings have all gender restrooms. In 2015 a list of 261 single stall restrooms were located on campus and by 2018, 195 had been converted. Most of the conversions only required adding a lock to the door, removing the partitions around the toilet, and adding the full-length mirror and door operator. In buildings where no single-stall restroom existed, RCS had to find an existing room that could be converted. RCS and FM have now overseen the installation of roughly 300 all gender restrooms on campus and plans to have them installed in every academic building in the future. The time and effort from both RCS and FM to identify and solve this issue should not be overlooked. From committee members who gathered data to the plumbers who install the pipes and fixtures, it truly takes a great team.

Looking ahead, are traditional men's and women's restroom about to see a change? In 2023 the new Kansas City airport terminal unveiled its first "multi-user all gender restroom". While not a new concept, they are rarely seen in the United States. Simply put they are fully enclosed stalls, (a small private room) with a row of sinks, outside the private stalls for all to use. There usually isn't a door to enter or exit the main area allowing quick and easy access to the private stalls. These types of restrooms are common in other countries and are often called communal restrooms. They are designed to take up less space and save cost, but few examples exist within the United States and none at CSU currently. CSU will have to wait and see if they make an appearance on campus in the future.







# The Do's and Don'ts

## Passwords and Password Managers







### Passwords

#### Do:

-  Use a combination of words, symbols, and numbers to create your passwords.
-  Create passwords with at least 15 characters. The more characters the more difficult it is to break. Ex. a 6 character password takes 6 seconds to break.
-  Use modified phrases to improve password strength. Modify the password with numbers and symbols. Ex. *StarGateReady* could be modified as *StarG8R3ady4499@*.
-  Change your password regularly. It's a simple practice that will keep you secure.

#### Don't:

-  Don't use public information like your birthday, family or pet name, street address, season, year, etc. to create your password.
-  Don't use keyboard patterns like QWERTY or 123456. These are common and broken in less than 6 seconds.
-  Don't re-use passwords. Once the password is compromised, the attacker can get into *ANY* other account using that email and password combination.
-  Don't give your passwords to anyone else or display them. The IT help desk, the IRS, and your bank will *NEVER* ask you for your password.

### Password Managers

A password manager provides a more secure way to manage your passwords. With password managers, you can automatically identify weak and duplicate passwords, and enhance their security. Additionally, password managers can assist you in managing your password updating schedule. It's worth noting that CSU does not endorse any particular password manager. The main takeaway is the importance of safeguarding your passwords at all times.

There are two types of password managers:

#### Freestanding:

These managers are labeled as freestanding because they do not communicate with other devices. They are managed on one device but files can be transferred to different devices. Examples are Password Safe, pwSafe, Keepass.

#### Cloud-based:

Cloud-based managers are accessed through an app that uses a master password to access your password vault, the place where all your passwords are stored. You can sync your generated password instantly across devices. Examples are LastPass, Dashlane, 1Password.

Using a cloud-based manager doesn't come without risk.

- Passwords are stored on the cloud company's servers so you don't own or control your password database file.
- Cloud storage is expensive, therefore it's rare to find unlimited and free services.
- If your web-browser is compromised, your cloud master password could be as well.

#### Best Practices for Password Managers:

- Always enable Multi-Factor or 2-Factor authentication, for example, CSU uses DUO 2FA.
- When using a cloud-based manager, NEVER select "Remember My Password" if the browser window offers. If your browser is compromised, there's a good chance your password manager will be too.
- Cloud-based managers are convenient and easy but you should never link these managers to accounts that deal with financial data, for example, credit card or banking information.



INFORMATION TECHNOLOGY  
COLORADO STATE UNIVERSITY

There are many teams and individuals working within FM that provide data and support towards achieving the University's Climate Action Plan (CAP). First developed in 2010 the CAP now states that the University operations will be carbon neutral by 2040. There are 8 emission sources that need to be addressed to reach this goal, 5 of which are managed by FM Operations. These are Energy Use in Buildings, Energy Sources, Fleet Vehicles, Refrigerants and Solid Waste.

The first and largest of these sources come from energy used in buildings. Building electricity, heating and cooling use is the University's largest contributor of greenhouse gas emissions. Making existing buildings more energy efficient, demanding high-performance new construction and promoting building occupant energy conscious behavior will be the focus.

In conjunction with the University's own CAP goals and making existing buildings more energy efficient, the City of Fort Collins and the State have new regulatory building performance standards that CSU must comply to. Buildings that exceed the established building energy performance standards will receive the most aggressive attention. Making existing buildings more energy efficient will rely on the collaboration and expertise of our new retro-commissioning agent Blake Minor, the controls shop, district energy, utilities, engineering, and teams performing building remodels and revitalization.

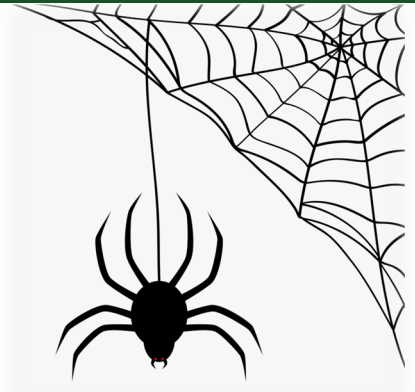
In new building construction, Capital Construction facilitates collaboration between project architects and design engineers with FM engineering and utilities. Those teams review design plans to ensure the new buildings meet rigorous energy efficiency standards. FM's own sustainability coordinator focuses on promoting building occupant energy conscious behavior.

Behind the scenes, utility data provides the basis for knowing the University's greenhouse gas footprint, meeting reporting requirements and tracking progress towards meeting CAP goals. Utility data comes from utility bills and our own building submetering system. The utilities meter shop maintains submeters and bills and submeter data are maintained by the utility budget and billing team. We welcomed new member Brit McCullar to the utility budget and billing team in September.

Converting the University's energy sources to more renewable electricity will also move the greenhouse gas dial. Teams in FM Operations will continue to seek out opportunities on campus lands and rooftops for new renewable energy installations. The District Energy Master Plan (DEMP) involves converting our current systems to low carbon alternatives. The DEMP includes building-side energy system conversions. If this 10-year implementation plan receives funding, many FM staff will be coordinating the construction and implementation of this new system. FM fleet vehicles will have improved fuel efficiency, and some transitioned to electric and zero emissions models.

FM's Remote Boilers and Chillers (RBC) team continually works to replace existing refrigerants for chillers and air handling equipment as older refrigerants are phased out in favor of more greenhouse gas friendly sources.

Last issue featured an article on the CSU Composting Facility. FM's Integrated Solid Waste (ISW) team also continues to play an important role diverting waste material from the landfill through recycling.





The Outdoor Services team plays a critical role in maintaining the health of the American Elm trees that line the Oval's iconic green space.

- Dutch elm disease has decimated the American Elm in many regions of the United States. Therefore, the Oval Elms are continually monitored for the disease during the growing season. If identified, the tree is removed, and the root zone of the tree is isolated through a process of trenching. This technique helps to limit the spread of the disease through the soil and adjacent roots.
- The Oval Elms are treated annually to control a scale insect that saps the strength of the trees that impacts new growth and younger trees the most.
- To maintain the historic Oval tree pattern new Dutch Elm resistant and scale resistant elms are planted when older elms are lost.
- All Oval elms are pruned on a three to five-year interval for tree health and the safety of the campus community.

Did you know that Taste of Fort Collins, an annual dog show, and other community events used to be held on the Oval? Unfortunately, these types of events accelerated soil compaction which impacts the tree root health of this iconic space. To preserve the space and mitigate further compaction, CSU eliminated non-CSU events on the Oval and limits the frequency of CSU events that do occur. Additionally, no structures are allowed on the Oval, including placing benches within the Oval space. You'll notice the grounds are also free of lighting and electrical receptacles. Students sometimes propose hanging holiday lights from these trees, but the extensive trenching needed to bring power to each tree would likely kill or significantly shorten the lives of these trees. Our policy maintains that nothing can be hung from the Oval tree branches.

Read more about the Oval's history: [The Oval – Fun Facts & History](#)



## Upgrades To AiM, RamWorks and GO

Facilities IT is currently planning for upgrades of AiM and RamWorks to version 13.3.1. The upgrade contains several bug fixes and enhancements to shared queries, Space Management, and Space Surveys.

### Shared query enhancements include:

A new permission that enables users to edit or delete shared queries. A user with the new permission will have the ability to modify a shared query as if it were their own.

Query listings will show a Group icon for shared queries. In addition, when hovering over a query name the query creator name will be displayed.

### Space Management enhancements include:

Links to associated Occupants, Principal Investigators, and Grants from the Organizational Occupancy screen. Also, when adding new Occupants, Principal Investigators and Grants from this screen, the Organization from the Organizational Occupancy will be automatically added to the record.

A new Function field will be added to the Organizational Occupancy Usage. The Function field will serve to further define the usage of a space, helping to meet reporting requirements. The functions will be user-defined and can be modified in AiM on the Function Setup Screen in the property module and will be added to the Location Profile under Organizational Occupancy as a component of Usage.

Space Surveys can be used to crowd source and maintain space data related to the physical aspects of spaces, organizations and occupants occupying the space and how the space is being used. Some highlights of the enhancements to Space Surveys in 13.3.1 include:

Out of the Box Notification Templates

All Location Profile & User Defined Fields will be editable

Role Condition Filters can be used to restrict selections available to Surveyors

Ability to add additional criteria to a survey after it has been generated

Surveyor Proxy that allows an admin to view exactly what a surveyor is seeing

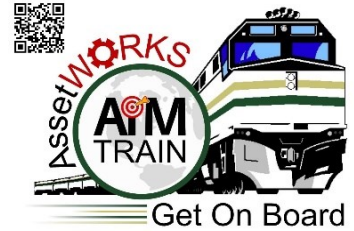
Surveys will be sent to the Process Screen for review and approval

### AiM Performance

Facilities IT has been working with AssetWorks on improving the performance degradation we experienced after upgrading to version 13. They have trimmed down the number of queries and widgets on group dashboards. \*Note: If something was removed that you needed and was valuable, please let Facilities IT know by opening a ticket at <https://fachelp.fm.colostate.edu/en/support/home>.

Additionally, due to the reports and information Facilities IT provided, AssetWorks made improvements to their code base for version 13.4 that address some of the performance issues we are experiencing. Version 13.4 is scheduled for release this Fall.

If you have any questions or suggestions for the AiM Communication Team, please email us at [fac\\_iwms\\_faq@colostate.edu](mailto:fac_iwms_faq@colostate.edu).



## RAM WORKS



## Colorado Leaf Peeping

By: Kyle Presnell, RCS

A quick Google image search of “Colorado Leaf Peeping” shows beautiful scenic photos across Colorado captured during the fall. Leaf peeping is an informal term in the United States and Canada for the activity in which people travel to view and photograph the fall foliage in areas where leaves change colors in autumn. Apart from the beauty of the natural Colorado landscape, the photographs typically have one thing in common: yellow Aspen trees.



Colorado is known for its beautiful yellow aspen trees, but did you know Aspens can turn both orange and red as well. According to [Mountain Town Magazine's](https://mtntownmagazine.com/autumn-aspens-colorado-gold-explained/) website “the bright reds, oranges, and yellows we see in leaves are made mostly in the fall. In some trees glucose is trapped in the leaves after photosynthesis stops. Less sunlight and the cool nights of autumn cause the leaves to turn this glucose into a color. As the bright green chlorophyll fades away, we begin to see yellow, orange, and red colors. Small amounts of these colors have been in the leaves all along, we just can’t see them in the summer because they are covered up by the green chlorophyll.”

Next time you are leaf peeping, maybe venture to a new spot and try to find a patch of orange or even red Aspens this fall. The best chance for seeing these in Northern Colorado is late September.

Source: <https://mtntownmagazine.com/autumn-aspens-colorado-gold-explained/>



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There is hardly any safety issue for facilities employees as in-your-face as the hazards of driving on campus. With thousands of new and returning students, accessing areas on campus while in a work vehicle can be stressful and requires a mindset focused on remaining calm and patient.

According to the National Safety Council<sup>1</sup>, attitudes, perceptions, and emotions affect driving safety more than the traffic itself, the environment, or even vehicle conditions.

In an ongoing effort to provide employees with training opportunities that protect us and the students we serve, a four-hour online course is available through the National Safety Council. This course costs \$49.94 per employee and is highly recommended training for FM employees that frequently have to drive on campus during peak hours.

If you are interested in learning more about driving safely in stressful conditions, please speak to your supervisor about approving this training for you or your team. The courses are offered in both English and Spanish. For more information please visit the Defensive Driving course website at <https://www.nsc.org/safety-training/defensive-driving/courses/online>, or scan the QR code with the camera on your smartphone.

<sup>1</sup> National Safety Council (2022, December 7). *The Future of Mobility*. Wwww.nsc.org. Retrieved September 4, 2023, from <https://www.nsc.org/road/future-of-mobility>





The JEDI committee has been busy, and we are excited to share some exiting news! We want to start by thanking our outgoing chairman Dan Kozlowski for his great leadership over the last few years. He has brought amazing ideas and helped guide the principles of DEI to Facilities in his tenure. Dan will stay on the committee as we are happy to welcome Mike Shortall and Rusty Pearson as our new co-chairs moving forward.



The JEDI lending library is in its infancy, but I am happy to announce it is growing all the time. Our focus is to be a resource by offering books sharing the story of underrepresented groups or individuals. It can be a fiction or non-fiction format and we are looking forward to adding new books right away. If you have a suggestion or recommendation of something that could be added, please drop us a note at [fac\\_diversity\\_team@mail.colostate.edu](mailto:fac_diversity_team@mail.colostate.edu) and we can add it to the review process. Also, watch for a link that provides facts about the lending library, how it works, where it is located and more.

### JEDI Lunch & Learn for Veterans Day

Please join us for a JEDI lunch & learn in honor of Veterans Day, featuring a conversation with FM employees who were in the U.S. military before FM. They will answer questions about serving and how those experiences shape their lives and work. Come with questions to ask the panelists or just come to listen. Veterans and non-veterans alike are encouraged to attend.



There is space for 30 FM employees, open to any FM employees interested in participating. This is considered professional development. State Classified employees may remain clocked-in during this time. It is one of many ways to work toward your 5% JEDI core competency.

**Location:** Lory Student Center Room 312

**Date:** Tuesday, November 7, 11:30 a.m. – 1 p.m.

Lunch 11:30-12 (food will be provided)

Veterans Day Discussion 12-1

**[Attendees please RSVP here by 4 p.m. on 10/25.](#)**

Questions? Email [fac\\_diversity\\_team@mail.colostate.edu](mailto:fac_diversity_team@mail.colostate.edu).

**Thank you to the FM Newsletter Committee and all of the *Facilities Focus* contributors for helping create this quarterly newsletter!**