



News from the Academic Facilities Council of IFMA

A Message from the President:

As this is my last message as president of the AFC, I have been reflecting on the past two years and what the AFC has accomplished. We have done a lot, not everything we set out to do but still a fairly decent list of accomplishments. We used the balanced score card exercise carried out in 2009 as a guide to direct our energies, I have included an update later in the newsletter and urge you to read it and if you have an interest in being part of any of the initiatives please contact any board member.

What a terrific time I've had being president of the AFC! I've had the opportunity to work with some talented, dedicated, terrific individuals. Professional men and women who not only are recognised as leaders in the FM field but also, despite their hectic work life take the time to put their expertise and efforts into ensuring the AFC remains a viable organisation.

My past two years as president have been made easier because I've been fortunate to have a very solid team working with me. I'd like to acknowledge each of them, *John Shenette – Smith College - Vice President, Jolie Lucas - RSP Architects LTD. – Secretary, Chuck Walden – retired – Treasurer, Bob Myrick – The Pennsylvania State University - Program Chair, Bill O'Neil – University of Minnesota - Sustainability Chair, Greg Victor – Park County School District - Membership Chair, Jessa Marshall – Bentley College – Content Chair, Richard Reese – UGL – Corporate Development Chair.* In addition to the executive and board there were a number of individuals that organized the spring and fall conferences, Jorge Abud- Washington, Scott Weber – Orlando, John Shenette – Atlanta & Boston and of course our two upcoming conferences Cheryl Johnson –fall 2011 - Phoenix and Mitchell Vann spring 2012 at Duke University in Durham NC. Volunteers are the key to any organisation and the AFC is fortunate to have these individuals.

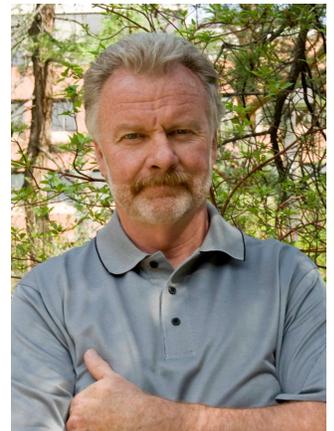
I've also had the pleasure to meet colleagues from a number of universities across North America and tour some outstanding Campuses. I've stolen ideas from each of them and implemented them on my Campus. These ideas / practices that I've implemented have more than paid for the investment in attending conferences.

Not only have I benefited from working with and getting to know some wonderful individuals I have few favourite memories which I can share; Bill O'Neil & John Shenette wearing Canada hockey jerseys for a day, presenting the first AFC scholarships, accepting the IFMA Council Newsletter Publication Award, touring Arlington Cemetery, being part of the AFC 20th anniversary event in Atlanta and watching a Bruins game in Boston. Not all work related but certainly events which were made possible as a result of being part of the AFC.

The AFC is in good shape but it does need more individuals to step up and become involved. The Council's vision *To serve as a key resource to those engaged in academic facilities planning and management and to assist with their lifelong learning* is a noble one and is achievable. This is an invitation to all of you to become involved with your Council.

I would also like to take this opportunity to acknowledge a member of the AFC who will be leaving the executive this year. Chuck Walden has for a number of years been the council treasurer. Even when he retired Chuck maintained his membership and stayed active in the AFC as treasurer. Chuck is a friend and I'm going to miss him but he's going to have even more time now to golf and visit with his grandkids. Keep swinging Chuck and thanks your dedication and service.

Finally I'd like to extend my best wishes to John Shenette the incoming president of the Council and to the executive and board members, I wish you all well and continued success.



AFC Board of Directors

President:

George Thomlison
 Manager Grounds Human Resources
 & Procurement
 University of Alberta
 Email: george.thomlison@ualberta.ca

Vice President:

John Shenette
 Executive Director, Facilities
 Management
 Smith College

Email: jshenett@email.smith.edu

Secretary:

Jolie Lucas, CFM, AICP, LEED AP
 RSP Architects LTD
 Email: jolie.lucas@rsparch.com

Treasurer:

Chuck Walden
 California State University (retired)
 Email: cwalden@san.rr.com

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AFC Fall Conference Agenda

2011 Fall Conference Agenda

October 24-25, 2011

Phoenix, AZ

Lodging-: Wyndham Phoenix

Monday, October 24 ASU Polytechnic Campus Cooley Ballroom

- 7:00 a.m. Meet at Hotel lobby– Depart to ASU Polytechnic
- 8:00 a.m. Breakfast – Welcome and Overview
- 8:30 a.m. - 10:00 a.m. Maj. Gen. Chuck Henry, Ret. (Leadership)
- 10:00 a.m. - 10:15 a.m. Q & A with Maj. Gen. Henry
- 10:15 a.m. - 10:30 a.m. Break
- 10:30 a.m. - 12:00 p.m. Beau Dromiak of RSP Architects (Development of ASU Polytechnic Campus)
- 12:00 p.m. - 1:00 p.m. Lunch
- 1:00 p.m. - 2:30 p.m. Campus Tour of ASU Polytech
- 2:30 p.m. - 3:30 p.m. Return to Hotels
- (6:00 p.m. - 10:00 p.m.) (Set-up test at ASU Tempe Campus for Live Webinar on Tuesday)*
- 4:30 p.m. - 5:30 p.m. Meet in Hotel lobby for travel to Taliesin West
- 5:30 p.m. - 9:30 p.m. AFC Reception/Tour Frank Lloyd Wright’s Taliesin West
- 9:30 p.m. - 10:00 p.m. Return to Hotels

Tuesday, October 25 ASU Tempe Campus MU Alumni Lounge

- 7:00 a.m. Meet at Hotel lobby - Depart to ASU Tempe Campus
- 8:00 a.m. Breakfast – Welcome and Overview
- 8:30 a.m. - 9:30 a.m. Sustainability and Solar Implementation at ASU (Dave Brixen, Rob Vandling)
- 9:45 a.m. - 10:00 a.m. Break
- 10:00 a.m. - 11:30 a.m. ASU Tempe Campus Tour
- 12:00 p.m. - 1:00p.m. Lunch & Learn Live Webinar MU Alumni Lounge with Mike Lyner of RSP Architects
 (“Synthesis – the art and science of compiling and maintaining Strategic Facility Plans”)
- 1:00 p.m. - 2:00 p.m. AFC Business Meeting
- 2:00 p.m. - 2:45 p.m. Matt Farley of MultiVista (Software Presentation) About Multivista - Please visit www.multivista.com.
- 3:00 p.m. - 3:45 p.m. Transport to Grand Canyon University for Tour. (Jolie)
- 5:00p.m. Transport back to Hotel
- 7:00pm - 10pm Free Night /IFMA Foundation Gala



News from the Academic Facilities Council of IFMA

Major General Charles Henry

Opening Speaker for the Academic Facilities Council Fall Conference

Major General Charles R. (Chuck) Henry has over 32 years of senior leadership within the executive branch of the federal government, and fifteen years of experience as a senior executive working in civilian industry. Chuck's concept of "customer focus" was critical to the establishment and operation of the first joint intergovernmental contract management organization within the federal government.

Military installations are similar to university campuses in that they encompass a broad array of facility types. Effective use of installation resources (or campus resources) must be ensured in order to operate the facilities cost effectively. In that vein, General Henry established the Competition Advocates General's Office (directed by public law) to ensure that the Army would not be overcharged for goods and services. Chuck Henry's ability to develop and maintain continual surveillance over large programs was pivotal to his success in the Army as the Defense Contract Management Command (DCMC) Commander. As the Competition Advocate General (at the level of the Secretary of the Army), Chuck Henry was in a high-visibility, high-pressure position during the scandals surrounding the \$400 hammer and other public-interest stories of similar expenditures within the Department of Defense. His single charter from the Secretary of the Army was "don't let it happen here."

His consulting experience during the past several years has been directed toward senior government officials and industry executives in the areas of defense acquisition, logistics, and business management. He currently serves on the board of directors for three for-profit companies and a non-profit enterprise. He regularly consulted with other business sectors in the areas of energy, finance, human resources, international logistics (assistance), contracting, and procurement.

Take advantage of this opportunity to hear Major General Henry speak of his experiences, and participate in one-on-one conversations with him. The General will be providing opening remarks at 8 a.m. on Monday, October 24, 2011, and will be joining us at the AFC Tour and Reception at Taliesin West that evening. For a full bio, [click here](#).





Scholarship Announcement

Steven Strickland Showers Memorial Scholarship

The Academic Facilities Council is pleased to announce the first recipient of the Steven Strickland Showers Memorial Scholarship. The award will be formally awarded at the IFMA Foundation Education Reception and Scholarship Presentation Thursday, Oct. 27, 2011.

Clarissa Judkins is a senior from Provo, Utah studying Facility and Property Management at Brigham Young University. She found Facilities Management through an interest in computer drafting and business management and has since enjoyed the challenges and variety that working with facilities presents.

In addition to her classes, Clarissa has had the opportunity to intern at the National Air and Space Museum working with government contracts and the University of Colorado Boulder creating work processes for equipment information. She currently works as Assistant Facility Manager of the Student Center on her campus at BYU.

Clarissa is looking forward to graduating in April 2012 and entering the Facilities field as a young professional anticipating a position in either higher education or health-care. She has enjoyed participating in IFMA events like World of Workplace in years past and looks forward to continuing and expanding her involvement and membership with IFMA and other FM organizations.

Clarissa would like to especially thank everyone involved in the AFC for so generously supporting her educational and professional goals and feels grateful to be associated with such a fantastic organization.



About the Steven Strickland Showers Memorial Scholarship

The scholarship is named to honor Stephen S. Showers, Associate Vice President Facilities Management (Retired), Towson University Maryland, a graduate of Penn State University and a longstanding member of IFMA. Steve was a founding member of the Academic Facilities Council, and passed away on February 21, 2010. Steve dedicated his career to University administration and was very committed to the AFC. He was the AFC President in 2008-09 and he remained active as a Past President. Because of his many contributions to the AFC, the Council has honored Steve by naming their IFMA Foundation Scholarship as the Stephen Strickland Showers Memorial Scholarship.

The scholarship is supported by individual and corporate donations and next year at Duke University in Durham NC by our first annual golf tournament scholarship fundraiser. Donations to the Scholarship may be made by contacting Vanessa Koller at IFMA



The University of Alberta

Submitted by: Shannon Leblanc
Sustainability Coordinator
Energy Management and Sustainable Operations
University of Alberta

Where it began...

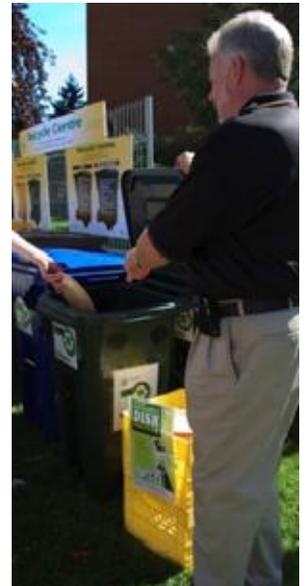
For many years, the University of Alberta (U of A) had been practicing sustainability without giving it that specific designation. Driven by necessity and a strong business case to create efficiencies, the U of A Facilities and Operations (FO) team has been focused on sustainable operations for well over three decades. Energy management, recycling, and green cleaning were the primary focus of early sustainability efforts at the U of A.

The multi-million dollar Energy Management Program strives to implement efficiency and conservation across campus – achieving a remarkable \$258 million in energy savings from 1975-2009. The U of A recycling program has been a leader in waste diversion for over 30 years –in 2010 it diverted nearly 850 metric tonnes or 1.9 million pounds of paper, OCC, organics, plastic, glass, light metals, and batteries, and 350,000 beverage containers from landfills – and the program is still growing. **The Cleaning for a Healthy U** green cleaning program ensures a healthy work and study environment for all campus members.

Embracing sustainability...

2007 marked a shift in sustainability culture at the University. A 2007 review of sustainable practices supported that the U of A had been conducting itself sustainably in many ways, for many years – but there were many areas for improvement. The review led to the endorsement of a major campus sustainability initiative, the establishment of an Office of Sustainability, as well as a University Sustainability Commitment and a set of Guiding Principles.

The U of A also demonstrates its public commitment to sustainability by participating in third-party reporting tools such as the SEI (Sustainable Endowments Institute) College Sustainability Report Card and Association for the Advancement of Sustainability in Higher Education/ Sustainability Tracking Assessment and Rating System (AASHE's STARS®). Excitingly, the University of Alberta's Facilities and Operations department continues to be a driving force behind many of the advancements being made.



Energy. The University is currently in the final year of a seven-year, \$25,000,000 Energy Management Program, which upon completion is anticipated to save approximately \$3,500,000 annually and reduce CO₂ emissions by 27,000 tonnes per year. The excess savings from this program has established a Sustainability Enhancement Fund, which is now being invested back into the university to support

2010 President's Picnic

Continued...



Sustainability Spotlight

Energy. The University is currently in the final year of a seven-year, \$25,000,000 Energy Management Program, which upon completion is anticipated to save approximately \$3,500,000 annually and reduce CO₂ emissions by 27,000 tonnes per year. The excess savings from this program has established a Sustainability Enhancement Fund, which is now being invested back into the university to support various energy and sustainability initiatives including public awareness and outreach. The university is currently developing a next generation \$35,000,000 energy reduction program expected to annually save \$3,800,000 and reduce CO₂ emissions by 30,000 tonnes.

Waste. The University’s goal is to divert 40 per cent more waste from landfills by 2014. Construction and operation of the University of Alberta’s Recycle Transfer Station, built in 2007, has reduced garbage and recycle truck traffic, reduced the



Edmonton Clinic Health Academy (ECHA)

University’s reliance on the City of Edmonton’s Waste Management system, and garnered the *2007 Institutional Award* from the Recycling Council of Alberta. More recently, the University’s Waste Diversion program began collecting organic waste on campus and sending it to a local composting facility; in 2010 - 106 metric tonnes of organic waste were processed and then returned to the university as compost for use in flower and shrub beds. To increase awareness of improved waste management practices, signage near recycling stations and standardized bin colours for each type of waste have been installed across campus. As well, the LEED® Silver (targeted) Edmonton Clinic Health Academy will be completed later this year, and will house nearly 4000 staff who will be the pilot participants of a full-service compost and recycling initiative.

Events. Last year, the waste-free 2010 President’s Staff Appreciation Picnic reached approximately 3500 staff members, and earned the University of Alberta the *2010 Zero Waste Event Award* from the Recycling Council of Alberta. This was made possible by a number of tactics, including asking staff to bring their own containers and utensils, using reusable or biodegradable plates, cups, and utensils, collecting organic waste for composting and eliminating bottled water.

Infrastructure. Another facet of the University’s commitment to sustainable operations pertains to new infrastructure developments on campus – new buildings are targeted to meet minimum LEED® Silver standards. A prize-winning example of this principle in action is Triffo Hall, a campus heritage building from 1915 that was re-developed as administrative office space in 2008. In 2009 Triffo Hall achieved LEED® Gold certification, and was awarded both a Sustainable Architecture and Building Magazine Award and a Sustainability Award from the Sustainable Institute of Steel Construction. Additionally, six facilities totalling 184,046 m² are currently pursuing minimum LEED® Silver certification.



Triffo Hall

Academics. As an academic institution, the University of Alberta has recognized the importance of including sustainability in the education its students receive, and Facilities and Operations and the Office of Sustainability looks for opportunities to integrate operational sustainability into teaching, learning, and engagement.

Continued...



Sustainability Spotlight

For example in 2011/2012, approximately 30 students from two Solid Waste Management engineering classes will conduct a waste audit and their recommendations will be applied wherever possible to campus operations. In-class, for-credit projects such as this will allow students to explore and apply sustainability principles within many different fields of study. Graduates with knowledge of sustainability and the tools to apply them can lead the transformative culture shift necessary to improve society as a whole.

Toward a sustainable future...

Integrating Sustainable Practices. The University of Alberta continues to enhance sustainability across all areas of its operations including district energy, energy management, buildings and grounds, waste diversion, green cleaning, transportation, purchasing, and food systems. The University believes that universities should be leaders in their local and global communities and will endeavour to realize this unique leadership opportunity in all facets of its activities. The University's strong commitment to, and integration of, sustainability across the areas of outreach & engagement, academics, and Facilities and Operations will continue to lead the University of Alberta toward a sustainable future and instil a culture of sustainability in students, faculty and staff.

For More Information:

<http://www.facilities.ualberta.ca>

<http://www.sustainability.ualberta.ca>

http://www.facilities.ualberta.ca/Operations_Maintenance_FO/BGS/Recycling.aspx

<http://www.education.ualberta.ca/en/AboutTheFaculty/GreeningOurFaculty.aspx>

<http://www.augustana.ualberta.ca/offices/sustainability/>

<http://www.csj.ualberta.ca/developpementdurable/>

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Exciting news about the AFC Spring Conference 2012 @ Duke University, April 25th-27th.



Duke University Executive Vice President Tallman Trask III will speak at the Academic Facilities Council Spring Conference 2012.

Dr. Trask will give the conference keynote presentation at the conference's formal dinner on Wednesday evening, April 25th @ Duke University.

Tallman Trask III is the chief administrative and financial officer for Duke University. He also serves as Treasurer. He was appointed Executive Vice President in August of 1995. Prior to that, he served for 8 years as Executive Vice President at the University of Washington, and before that he was Vice Chancellor for Academic Administration at UCLA. Dr. Trask is also an Adjunct Professor of the Practice of Education. He received an AB in History from Occidental College, an MBA from Northwestern, and a PhD from UCLA. In 2002 he was elected an honorary member of the American Institute of Architects (AIA).

As Executive Vice President and Treasurer, Dr. Trask is responsible for the budget, financial affairs, procurement, debt, campus planning, architecture, maintenance and construction, real estate, human resources, academic and administrative computing, audit, safety and security, and auxiliary services (including dining, stores, parking and transportation). He is an ex-officio member of the Trustees' Committees on Business and Finance, Facilities and Environment, Human Resources, and Audit. He also serves on the Duke University Management Company Board of Directors, and holds a faculty appointment as adjunct professor in the Program in Education.

We are honored to have Dr. Trask be a part of the AFC Spring Conference 2012.

Save the dates: April 25-27, 2012



Sponsorship Program

PLATNIUM LEVEL: \$2500.00 The Platinum Sponsor is recognized as the sponsor of the premier event of the conference. There will be only one PLATNIUM LEVEL sponsorship available.

- 3 signs at event - (company provides) up to combined area of 40 sq ft
- Representative is introduced at event and brings greetings from company (2-3 mins)
- Company logo and link on AFC website noted as sponsor of event logo will remain for 45 days after event
- 4 tickets to event they are sponsoring
- Business cards and brochures available on table by their sign
- Tent cards for tables during their sponsored events
- Delegate gifts
- Mailing list of delegates

GOLD LEVEL: \$1500.00 The Gold Sponsors are recognized as the sponsors of 1 of the 2 lunches at the event. There are two GOLD LEVEL sponsorships available.

- Representative is introduced at event
- Company logo and link on AFC website noted as sponsor of event logo will remain for 45 days after event
- 2 tickets to event they are sponsoring
- 1 sign at event - (company provides) up to an area of 12 sq ft
- Business cards and brochures available on table by their sign
- 1 ticket to main social event
- Tent cards for tables during their sponsored events
- Delegate gifts
- Mailing list of delegates

SILVER LEVEL: \$1000.00 The Silver Sponsors are recognized as the sponsors of 1 of the 2 breakfasts at event. There are four SILVER LEVEL sponsorships available.

- Representative is introduced at event
- Company logo and link on AFC website noted as sponsor of event logo will remain for 45 days after event
- 1 sign at event - (company provides) up to an area of 12 sq ft
- 1 ticket to event they are sponsoring
- 1 ticket to main social event
- Tent cards for tables during their sponsored events
- Delegate gifts
- Mailing list of delegates

BRONZE LEVEL: \$500.00 The Bronze Sponsors may sponsor nutrition breaks, transportation as examples

- Company logo and link on AFC website noted as sponsor of event logo will remain for 45 days after event
- 1 ticket to event they are sponsoring
- Delegate gifts

If you are interested in being a sponsor at the Academic Facility Conference at ASU please e-mail council president George Thomlison
George.thomlison@ualberta.ca



Balanced Score Card Report

Status of Strategic Goals & Initiatives December 2009 - September 2011

The Academic Facilities Council formally adopted the following as its Vision statement December 2009.

To serve as a key resource to those engaged in academic facilities planning and management and to assist with their lifelong learning.

1- Strategic Objective - Engage members by raising the profile of the AFC with current members through a variety of tools.

Strategic Initiatives:

The following initiative(s) have been completed and incorporated as part of Councils, normal practice

- Provide members a variety of opportunities to become involved with AFC
- Newsletters are published on a scheduled basis; a minimum of 4 times per year
- A sustainability article showcasing practices on Campuses is included in each newsletter
- Webinars are held on scheduled basis – a minimum of 4 times per year
- Membership feedback is solicited formally once a year and after each conference
- Website has been redesigned (but not fully functioning)
- Council sponsored sessions held at WWP 2009 & 2010
- Support, encourage regional workshops
- Develop a membership welcome package

The following initiative(s) are being worked on but not yet completed.

- Survey membership on spring & fall conference, webinars newsletters and general satisfaction
- Sponsor FM & CFM study groups on line
- Foster on line community to be a primary resource and benefit to membership, engaging all members
- Educate chapters on AFC
- Form a task force to develop benchmarking strategy
- Support, encourage regional workshops

2- Strategic Objective - Communicate & demonstrate the value of the AFC to the academic facilities management community.

Strategic Initiatives:

The following initiative(s) have been completed and incorporated as part of Councils normal practice

- Actively participate in FMJ and the WIRE
- Members of the AFC participated in a POD CAST for the Wire
- Established the Steven Strickland Showers Memorial Scholarship



The following initiative(s) are being worked on but not yet completed.

- Form a task force to define uniqueness and value of AFC
- Enhance member profile directory
- Communicate that the cost of membership and participation in a council event can easily be recouped, if you get one good idea that you can use through the council that the costs are offset
- Conduct regional touches

3- Strategic Objective – Communicate & demonstrate the value of the AFC to our campus communities

Strategic Initiatives:

The following initiative(s) are being worked on but not yet completed.

- IFMA HQ to send communication to organizational leadership related to the value of the AFC membership to institutions
- Engage headquarters communication department to create council press releases to appropriate audiences.

4 - Strategic Objective - Ensure appropriate succession planning, governance, systems and processes are in place corresponding with the council's strategic plan.

Strategic Initiatives:

The following initiative(s) have been completed and incorporated as part of Councils normal practice

- All board & committee positions filled with active members; reviewing the need for more committee members to allow for the development & delivery of a number of strategic initiatives in coming 12 - 24 months
- A new board position **Corporate Development** was created to provide closer ties with corporate members
- A new board position **Sustainability Chair** was created; the chair of this committee also is a member of the IFMA Sustainability Committee.
- Key executive positions have members in training to allow for a smooth transition when members terms expire
- Ongoing outreach to increase membership involvement and add new faces to the board (focused outreach addressed in Strategic Objective # 7)

5- Strategic Objective - Strengthen and build collaborative relationships that advance the FM profession in the academic community organizations.

Strategic Initiatives:

The following initiative(s) have been completed and incorporated as part of Councils normal practice



Clearly present the value of council involvement, ensure that job / task descriptions for volunteers is communicated and understood.

Track members, perception of value delivered by the council

All committee and board members clearly understand their roles and responsibilities. Monthly conference calls are held to report back to group. As well members communicate by email as required.

Participant satisfaction surveys are carried out after Council events and annual satisfaction surveys are sent to the entire membership

Retention rates are monitored monthly and discussed

6- Strategic Objective Create a culture that provide resources that in still innovation, passion, challenge and meaning.

Strategic Initiatives:

The following initiative(s) have been completed and incorporated as part of Councils normal practice

Ensure participation at leadership workshops, representatives of the Council will attend IFMA sponsored leadership workshops.

7 - Strategic Objective: Create a culture of expected active engagement

Strategic Initiatives:

The following initiative(s) are being worked on but not yet completed.

Establish a talent scout / volunteer manager position to actively solicit member participation

8 - Strategic Objective: Maintain viable fiscal position through responsible financial management

Strategic Initiatives:

The following initiative(s) have been completed and incorporated as part of Councils normal practice

Annually develop a budget in alignment with the strategic plan and balanced score card initiatives.

Engage corporate members to provide both financial support to the Council

The following initiative(s) are being worked on but not yet completed.

Investigate / recommend an appropriate investment vehicle for funds not required for day to day operation of Council

Council treasurer has commenced discussions with Council financial institution and IFMA headquarters staff. There is still plenty of work to do and if there are any initiatives that you feel you would like to work on please contact anyone on the executive or board. The next formal review of the Goals & Initiatives is due December 2012.



Welcome New AFC Members Section—February, March ,April & May

Christine Costi
Commercial Account Rep
Johnson Controls
CA

Charles Jones
General Manager
Sodexo @ Western KY University
KY

James Wyper
Partner
Jacobs/Wyper Architects
PA

Laura Aaron
Facilities Office Manager
Agnes Scott College
GA

Mark DeVeau
Associate
TMP Consulting Engineers, Inc.
MA

Peggy McCarthy
Associate Director
University of Minnesota
MN

Narda HansÃon
Facilities Manager
International Institute of
Democracy IDEA
Serbia and Montenegro

Jocelyn Palma
Sales
Bass Services
TN

Perry Schwarz
Facilities Manager
Waits River Valley School
VT



TIPS FOR NAVIGATING:

After your first login, you must subscribe yourself to the council postings to activate email deliverability to all council postings, similar to the listserv. You are not automatically subscribed to email delivery.

1. **Log in** to <http://www.ifmacommunity.org>

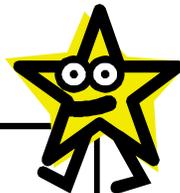
(You must use your IFMA member ID and IFMA password)

2. **Click on Forums** on the top left menu tab
3. **Click on Forum Subscriptions** (located on the left hand side of the page, under Shortcuts)
4. You can then change the default setting from not receiving subscriptions to receive postings via email. **Click under the Subscription to "YES"**(to receive postings by email similar to the listserv) **or "NO"** (which means you will need to login to the IFMA Online Community to view the discussions) The subscription's default setting is "NO" in order to change it to "YES" simply click on the "NO".



TIPS FOR POSTING & REPLYING TO QUESTIONS:

1. To **reply** to emails that you receive, you can post your responses (just like the listserv).
2. If you would like to **post a new message/question** to the Academic Facilities Council Online Community without having to login to IFMA Online Community, just send your email to this email address for your specific council, afc.council@ifmacommunity.org. This will allow for you to post and reply by email, similar to the listserv tool we were using.



NEW! Academic Facilities Council Web site

Click here: <http://www.ifma-afc.org/>

Check out the AFC Web site for the latest information on conferences, officer contacts and much more!



Academic Facilities Council Officers and Committee Chairpersons

AFC Board of Directors

George Thomlison-President	University of Alberta	Email: george.thomlison@ualberta.ca
John Shenette-Vice President	Smith College	Email: jshenett@email.smith.edu
Jolie Lucas, CFM, AICP, LEED AP-Secretary	RSP Architects LTD	Email: jolie.lucas@rsparch.com
Chuck Walden-Treasurer		Email: cwalden@san.rr.com

AFC Committees

Bob Myrick—Education Chair CFM,AIA,NCARB, Pennsylvania State University Email: rdm6@psu.edu

Richard Rees—Corporate Development Chair, Email: RRees@na.unlimited.com

Greg Victor—Membership Chair, Park County School District #6 Email: gregvictor2@aol.com

Jessa Marshall—Content Chair, Bentley University Email: jmarshall@bentley.edu

Cheryl Johnson— Chair 2011 Fall Conference ASU, Arizona State University Email: ccj@asu.edu

Mitchell Vann—Chair 2012 Spring Conference, Duke University Email: vann0012@mc.duke.edu

Bill O'Neill, CFM –Sustainability Chair, University of Minnesota Email: oneil008@umn.edu

Karl Kowitz, (treasurer in training) Smith College Email: kkowitz@email.smith.edu

Are you interested in joining a committee? The council is always looking for new folks to get involved! Contact the appropriate committee chair person!



About the Academic Facilities Council: Academic facilities offer facility managers and space planners many unique challenges. These individuals must effectively plan, design, construct, utilize and maintain a variety of buildings, grounds and equipment including classrooms, computer labs, residence halls and apartments, athletic facilities, dining halls, theaters, laboratories, libraries and health care facilities. The students, instructors and researchers who utilize these facilities have needs that may radically differ from conventional building tenants.