

FACILITIES MANAGEMENT

Monthly NewsLetter



AVP GREETING



Dear FM Family,

Happy New School Year! All the hard work that you and your colleagues have been working on all summer is paying off handsomely. Walkways and buildings on our campuses that at times looked so empty and desolate during the summer are now filled with bright eyed students, faculty, and staff. It is indeed a lovely sight to behold. Oh and by the way, how cool was it to see that in his welcome message, President Whitfield gave a special shout-out to UNLV Facilities Management!

Sadly, this is also a time of mourning for our FM family as we recently lost Custodial Supervisor 1 Donni Rincon. As I reflect on the pictures in this issue of the newsletter that I took of Donni in the 2 years or so that I was fortunate to know her, I couldn't help but notice that she always had a smile

on her face. For those who worked with Donni as colleagues, my heartfelt and deepest condolences to you. We will be planning an event in the near future to make space for staff to come together in community with one another to celebrate Donni's life. As you will see in SVP / CFO Jean Vock's message, if you need support, please visit the [Work / Life webpage](#) for links to UNLV resources including access to our [Employee Assistance Provider](#). If you would like to pay your respects, you may [sign the digital card here](#).

On September 13th, the second annual "All Hands Meeting" with senior leadership will be held at the student Union Ballroom (with free breakfast starting at 8:00 a.m.) from 8:30 to 10:00 a.m. While I ask that you please make every effort to attend and I am asking your supervisors to make space

UNLV FACILITIES MANAGEMENT

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AVP GREETING CONT'D

in your schedules to allow you to attend, it is not mandatory for you to attend, so those of you (mostly custodial staff) who work until 2:30 or 4:00 a.m. will not have to turn around and come back to campus following your regular shift. If you wish to attend, please speak with your supervisor or manager. The event will be [live-streamed on YouTube](#) and a recording will be made available after the meeting.

Part of our FM Strategy in support of Top Tier 2.0 is to encourage FM family members to participate in and report on acts of volunteerism, community service, and community engagement. Last year, thanks to Tara Pike (Sustainability Coordinator / Recycling Manager) and Doug McLean (Assistant Director, Custodial Services) who helped organize us, a number of us participated in the Clark County Wetlands cleanup and several of us provided gifts to underprivileged families as part of Angel Tree. To kick off the new academic year, Christina Bridges (Personnel Technician 2) came up with an idea that we should replicate what the Classified Staff Council used to do by creating a Facilities Management Holiday Recipe Book for the holidays. As we prepare to celebrate Hispanic Heritage Month from September 15th to October 15th, it is a great idea to think about the different cultures represented within UNLV Facilities Management and we can reflect all of those cultures in the FM Holiday Recipe Book. Please contact Christina, Annakaren Sanchez (Administrative Assistant 2) or me if you would like to contribute your recipe to the book. All you need is a list of ingredients, a recipe, and a photo of the final plated product, along with a short paragraph about what the dish means to your family or culture during the holidays. We will ask for small contributions from those who would like to procure a copy of the book and proceeds will go to our Facilities Management Fund to help support educational pursuits for FM staff.

Recently, I shared a message to reinforce UNLV's Tobacco Free Policy. Please do your part to support the health of our community by adhering very strictly to this policy. There will be no exceptions.

August 15th marked Moms' Equal Pay Day. According to the American Association of University Women, moms working full-time, year-round are paid 74 cents and all earners (including part-time and seasonal) are paid 62 cents for every dollar paid to dads. As with Equal Pay Day on March 24th, this day highlights some of the disparities that still exist that we all collectively should continue to shine a light on with a view towards change.

On a more positive note, a few weeks ago, our Custodial staff received new much needed jackets as part of their uniforms. I know it is still 100+ degrees, but this development will help our custodians to present a professional appearance during cold winter days. Thank you to Dave Coleman (Facility Manager), Doug McLean, Deemo Monroe and Gilbert Gallegos (Custodial Supervisor 3), our Facilities Management Business Operations (FMBO) team, UNLV Purchasing, and others for helping to make this possible.

In our employee spotlight this month, we formally introduce you to Michael Archibald, our FM Supervisor 3 at the Shadow Lane Campus who was promoted last month into the position. Mike will be supporting Assistant Director Kevin Raschko in leading our great team of professionals at the Shadow Lane Campus in delivering exceptional services to our customers at the UNLV Dental School of Medicine and other supported areas within the Las Vegas Medical District.

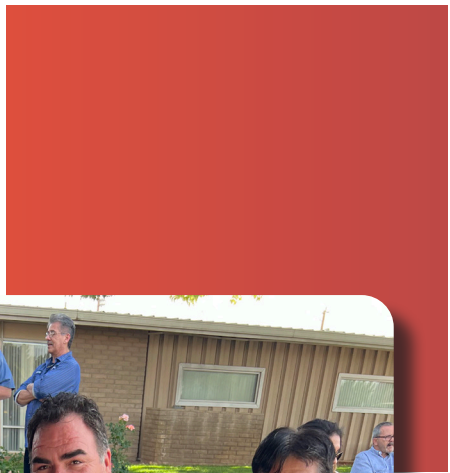
Lastly, please join us on September 14th from 2:00 - 4:00 p.m. at the UNLV Foundation Building to help kick off our Rebel CAP climate action planning events with President Whitfield, Provost Heavey, and SVP / CFO Jean Vock. Please see the Sustainability Corner of this newsletter for more details. There will be free food and swag items for the first 100 persons who sign up.

Thank you as always for all that you do each and every day or night to deliver exceptional service to UNLV and an extraordinary customer experience for each of our customers. Here's to good health for you and yours!

In Community,
Musa

IN LOVING MEMORY

DONNI RINCON, CUSTODIAL SUPERVISOR 1



SEPTEMBER BIRTHDAYS

Happy Birthday to all those
celebrating this upcoming month!

Cameron Gaetos - 09/01
Cindy Bird - 09/05
John Pederson - 09/06
Martha Pittman - 09/06
Jerry Kim - 09/06
Derek Jones - 09/07
David Jordan - 09/08
Xinia Carver - 09/10
Andrew Connors - 09/10
Joseph Fernane - 09/11
Jonathon Potts - 09/12
Justin Garrison - 09/17
Oscar Estrada Jr. - 09/17
Castor Cruz - 09/18
Crystal Teisina - 09/19
Salvador Villanueva - 09/19
Ricardo Vigil - 09/20
Andie Davis - 09/21
Nicholas Dudgeon - 09/21
Bonita Johnson - 09/23
Nelson Paredes - 09/24
Jaynette Hayes - 09/28
Miguel Ayala - 09/29
Robert Jones - 09/30
Sabrina Liaw - 09/30
Malik Morris - 09/30

LANDSCAPE & GROUNDS EMPLOYEE RECOGNITION

January - Frank Zavala
February - Sam Villa
March - Jorge Vargas
April - No Nominations
May - Ethan Overson
June - Oscar Estrada Sr.
July - No Nominations
August - Justin Garrison

FM TRADES & CUSTODIAL EMPLOYEES OF THE MONTH 2023

Congratulations to all the FM Trades and
Custodial Employees

January - Christina Bridges / **Antonia Contreras**

February - Esteban Solorio / **Kuuiipo Johnson**

March - Annie Brooks / **Cameron Poole**

April - James Drollinger / **Ema Quiroz**

May - Melvin Russell / **Isabel Higgins**

June - Monica Maley-Sidwell /

July - Thomas Cassoutt /

*TRADES / CUSTODIAL

AUGUST ANNIVERSARIES

28 years - Gaspar Arana, Maintenance Repair Worker 3

28 years - Steven Joseph, HVACR Specialist 4

27 years - Jason Nibert, Custodial Supervisor 4

25 years - Salvador Villanueva, Custodial Worker 2

21 years - Kinesha Davis, Project Coordinator 1

18 years - Randy Hataburda, Custodial Worker 2

16 year - Martha Pittman, Custodial Worker 2

15 years - Ema Quiroz, Custodial Worker 2

11 years - Derek Jones, Equipment Mechanic 3

11 years - Patricia Caballos-Victoria, Custodial Worker 2

11 years - Dwayne Brown, Custodial Worker 2

10 years - Andres DeLeon, HVACR Specialist 2

10 years - Raishaunda Mccullah, Custodial Worker 2

8 years - Cristina Judkins, Custodial Worker 2

8 years - Garrett Hedges, Facility Supervisor 2

7 years - Wyatt Thompson, Custodial Worker 2

7 years - Xinia Carver, Custodial Worker 2

7 years - Jovany Soto, Custodial Worker 2

5 years - Miguel Ayala, Electronics Technician 2

5 years - Persiaale Wilson, Custodial Worker 2

5 years - Kim Goss, Custodial Worker 2

4 years - Aldo Cedillo Casa, Custodial Worker 2

4 years - Adrienne Joyner, Custodial Worker 2

4 years - Paul Oudom, Custodial Worker 2

4 years - Debra Schiavone, Custodial Worker 2

4 years - Sabrina Vera

2 years - Christopher Johnson, Locksmith 1

1 year - Tiffany Solano, Custodial Worker 1

1 year - Pandora Jones, Custodial Worker 1

1 year - Kelly Johnson, Custodial Worker 1

1 year - Trent Turner III, Custodial Worker 1

1 year - Michael T. Bryant, Custodial Worker 1

1 year - Samuel McCormick, Custodial Worker 1

1 year - Oscar Estrada, Grounds Maintenance Worker 5

1 year - Emanuel Williams, Custodial Worker 1

1 year - K.O. Moore, Custodial Worker 1

1 year - Marquiz Kemp, Custodial Worker 1

1 year - Barry Redmond Jr, Custodial Worker 1

1 year - Marcos Vazquez, Custodial Worker 1

1 year - Ricardo Garcia, HVACR Specialist 2

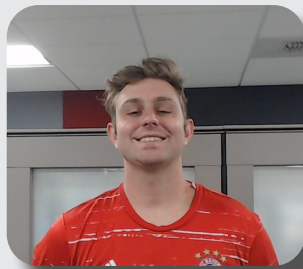
NEW EMPLOYEES, PROMOTIONS, RESIGNATIONS, RETIREMENTS

Welcome to all new employees and Congratulations to all those who received promotions!

NEW EMPLOYEES:



Steven Nam Leng,
Student Worker, Help Desk
08.28.23



William Hafe,
Student Worker, Rebel Recycling
08.16.23



Sujal Trentina,
Student Worker, Rebel Recycling
09.01.23

RESIGNATIONS:

Richard Carillo,
HVACR Specialist 1,
07.27.23

Iris Connolly,
Grounds Maintenance Worker 5
08.15.23

Harley Vargas,
HVACR Specialist 1,
08.15.23

EMPLOYEE SPOTLIGHT:

MIKE ARCHIBALD, FACILITIES SUPERVISOR 3 - SLC

This month's Employee Spotlight interview was conducted by Chris West, Administrative Assistant 3 from the Shadow Lane Campus

- ***Tell us about yourself and your upbringing***

Brought up on the East Coast of Massachusetts. I come from a family of 4, (2 brothers and 1 sister). We were brought up in a traditional Catholic family, a normal household. Went through my years of schooling. Brought up in the construction trades because my father owned his own general contracting business. From there met my wife Sandy from an Italian family, We got married and have a son, Michael and a daughter, Alexandra. We moved to the North shore of Boston and spent 18 years there before we ventured to Las Vegas 7 years ago.

- ***What do you like to do outside of work?***

I like to spend time with my wife Sandy and our kids. Relax and do things around the house. I enjoy watching movies and gardening. Growing up on the east coast, there was always yard work and landscaping to do.

- ***What led you to UNLV?***

I always wanted to work for a college or academic institution because of all the different buildings to maintain, from my years of working in facilities and in commercial building construction.

- ***What do you most enjoy about working at UNLV or more specifically in Facilities Management?***

Being around the people and being able to help the customers (i.e. students and staff). And help making their experience at UNLV a better experience

- ***Tell us about your career prior to UNLV***

I worked as a carpenter, and then advanced into a becoming a Construction Supervisor, got a certification, and began with buildings with 35,000 square feet minimum. Then I became a facilities maintenance supervisor at Cummins, which was a large commercial real estate firm in Boston. I then moved to Las Vegas, started working as a construction superintendent and then came to UNLV.

- ***What advice do you have for someone considering a career at UNLV Facilities Management?***

That it is a great place to work, a great place to advance your career skills within the different trades. That it is a place to establish a long term career and grow as the University grows.

EMPLOYEE SPOTLIGHT CONT'D:

MIKE ARCHIBALD, FACILITES SUPERVISOR 3 - SLC

- ***What is the most underappreciated thing that you do for UNLV?***

As a person who tries to always have a positive and optimistic outlook, I don't see there's anything that goes underappreciated.

- ***What kinds of changes have you seen in the time that you have been at UNLV?***

I have seen a lot of outside grounds go from grass to more water conscious desert landscaping. Our in-house facilities management team becoming more involved and proactive in the Preventative Maintenance (PM) program to fix equipment before they fail.

- ***Tell us about your team and coworkers on the SLC & Maryland Campus***

Everybody between the two campuses is a very well rounded group. There are lots of diverse people in terms of their skills and knowledge, which allows for lots of different ideas and perspectives to draw from. Thus there are many resources to utilize in providing a great experience for the students, faculty and staff.

- ***Who inspired you to pursue the career you have today?***

My dad. Being that he owned his own construction business, I gravitated towards that field from my youth. Watching him take something on a two dimensional form like a blueprint or a drawing and make into a viable 3 dimensional form that you could touch and see. Being able to take wood or metal and fabricate it into a better, more polished final product was an inspiration.

- ***What accomplishments are you most proud of?***

I am most proud of bringing my family from the East Coast to Vegas, It was a big move and a lot of adjustments. Getting my son into his last two years of high school and daughter into her first year of college in San Francisco to the Academy of Art University in San Francisco.

- ***Who are some of your biggest inspirations within the FM Community?***

Kevin Raschko the SLC Facilities Manager, Christopher West the Admin Assistant III, and my coworkers in the SLC Maintenance Staff. Because they make the workplace less stressful and provide a cohesive atmosphere.

- ***Tell me something about yourself that not many people know***

I am a very family oriented individual, I am a very caring person, and very outgoing. I am always willing to help someone in need.



TECH CORNER

by FMIT

- [Security Awareness News](#)



- [Sophos](#)

SOPHOS

The State of Ransomware in Education 2023

Findings from an independent, vendor-agnostic survey of 3,000 leaders responsible for IT/cybersecurity across 14 countries, including 400 from the education sector, conducted in January-March 2023.

- Zoom [“Log Into Zoom With ACE Account” - provided by IT News Center](#)

Earlier this season, Zoom has taken over as the primary on-line meeting platform replacing Webex. As a means of providing further security and UNLV integration, the Office of Information Technology has implemented ACE Accounts as the primary means for Zoom logins. To find out more information, please visit the IT News Center!

TECH CORNER CONT'D

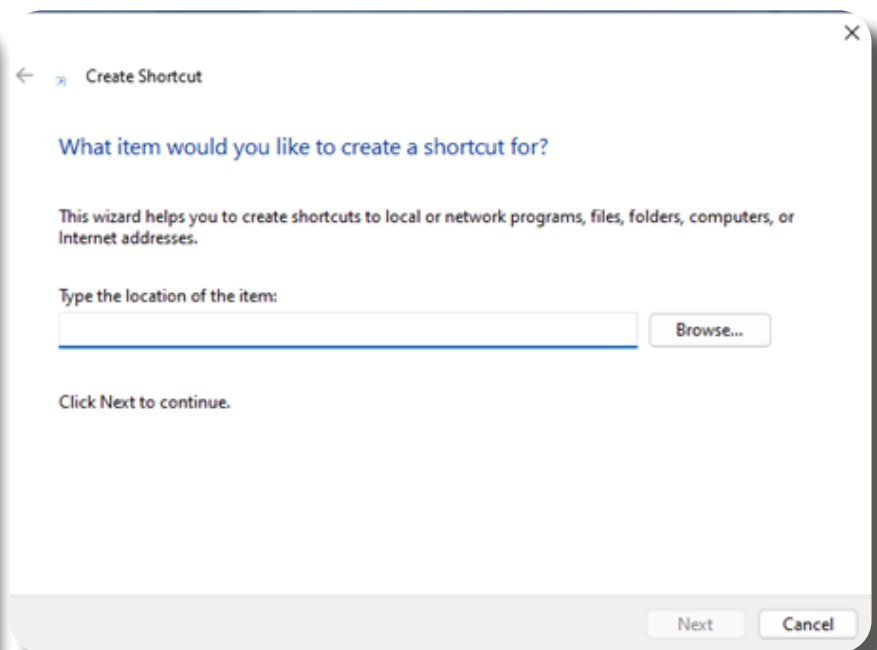
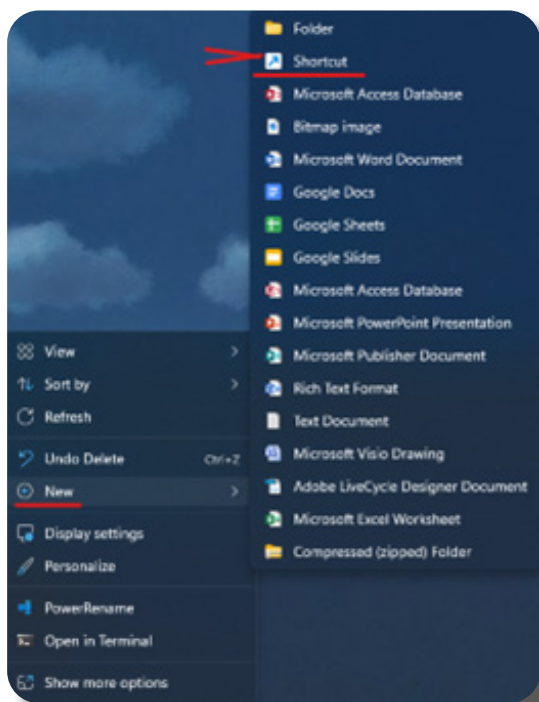
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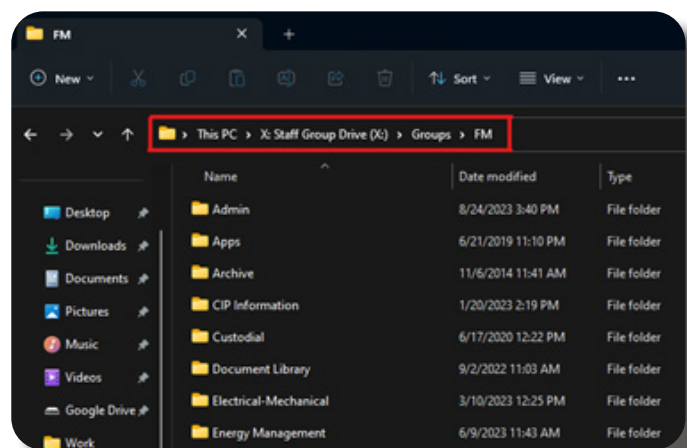
- Tech Tip

Desktop Shortcuts: Shortcuts are a predominantly used feature in the FMIT department when setting up frequently used programs such as WebTMA and TimeClock! Often, the shortcuts provided exist on your Google homepage. However, creating a shortcut onto your desktop is as easy and more accessible! This specific kind of shortcut also comes with the benefit of creating a file path shortcut, which allows you to open up a file within the x:Drive without going through each singular folder.

To open the Shortcuts Creation page, right click on an empty space onto your desktop. From there, hover over the section titled “New,” and a series of options will appear. From these options, there should be a tab titled “Shortcut.” Clicking on the “Shortcut” tab will open up this page:



Once the “Create Shortcut” window appears, you’re free to paste in a hyperlink that directly takes you to whatever site is attached! As for a shortcut that leads you to a designated folder, you would instead copy the file path located on the left side of the search bar. NOTE: You MUST click on an empty section in the file path to be able to copy and paste.

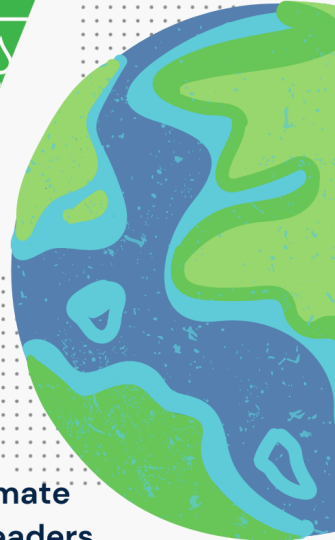


SAVE THE DATE:
UNLV Rebel CAP Kick-Off Event



REBEL CAP
CLIMATE ACTION PLAN

KICKOFF EVENT



Join us to help kickoff UNLV's Rebel CAP climate action planning initiatives with senior UNLV leaders & UNLV sustainability representatives!

Memorabilia featuring our exciting brand new UNLV Rebel CAP logo will be offered to the first 100 registrants.

Scan to RSVP



September 14th
2:00pm– 4:00pm



Blasco Event Wing of the
UNLV Foundation Building

or Visit

bit.ly/RebelCAP-Kickoff

PRESENTATION

FREE FOOD

PANEL DISCUSSION



BRAILSFORD & DUNLAVEY



DIVERSITY CORNER - SEPTEMBER

Leukemia & Lymphoma Awareness Month
Ovarian Cancer Awareness Month
World Alzheimer's Month
Hispanic Heritage Month - Sept. 15th - Oct. 15th

Suicide Prevention Week - Sept. 10th - 16th
Recycle Awareness Week - Sept. 18th - 24th



Labor Day - Sept. 4th
World Suicide Prevention Day - Sept. 10th
Costa Rica Independence Day - Sept. 15th
El Salvador Independence Day - Sept. 15th
Guatemala Independence Day - Sept. 15th
Honduras Independence Day - Sept. 15th
Mexico's Independence Day - Sept 16th
U.S. Air Force Day - Sept 18th
National IT professionals Day - Sept 19th
First day of Autumn - Sept. 23rd



FM @ WORK

Our FM team staff members, Haysam Selim Abdelhamid, Edwin Cardona, Aaron Venzon and James Kearney, enjoying the President's Welcome BBQ during UNLV'S Welome Week.

Edited & Published by:

Annakaren Sanchez, Administrative Assistant II

