

**Administration and Finance
Weekly Activity Report
Week Ending: May 30, 2014**

- **Training Provides Campus Fire Hydrant Upgrade** – Facilities Operations and the Fire Department have teamed up to repaint the fire hydrants on campus. The Fire Chief and Executive Director agreed on a plan where the Paint shop would provide the materials and field supervision while the student Fire Fighters would perform the painting. Each fire hydrant is being painted red and the tops are being color coded to identify the flow rate at the fire hydrant. This exercise is providing familiarization training for the Fire Fighters and improving the appearance of the campus.



- **Recycling Program Collaborative** – UTEP is looking to advance their recycling program. Facilities Operations Recycling Manager, Art Lucero, met with UTEP's Facilities Management Recycling Representatives, Juan Carlos Amenta and Pedro Diaz, to discuss our recycling operation and some of our lessons learned.
- **Safety Training** – On May 20, 2014 the Custodial group participated in the quarterly training session. JoAnne Dupree, Bio Safety VPS, conducted the annual refresher training on blood borne pathogens. Additionally, vendor representatives provided training on the proper use of our green cleaning program chemicals and equipment.
- **ICT Substantially Completes Audit Findings' Remediation** – ICT's Data Security Group, which has overseen the department's Canaudit's audit remediation efforts, is reporting completion of high and critical-level findings. Each remediated vulnerability has been verified by rescanning the devices responsible for the vulnerability. The few remaining vulnerabilities are beyond the department's ability to remediate at this time and do not represent a threat to the university. Thanks to the various departments who have cooperated in ICT's ongoing remediation efforts.
- **Suzanne Montes receives the James L. McDonough We Care Award** – Angela Throneberry, NMSU Senior Vice President for Administration and Finance, presented Suzanne Montes, Administrative Assistant-Senior, with the James L. McDonough We C.A.R.E. Award for going above and beyond her assigned job duties. Suzanne was recognized for her abilities to organize, coordinate and execute not only her regular duties, but also additional projects. The "Bags to Benches" project kept 3,229 pounds of plastic out of the landfill, and the "Discover LIFE at Administration and Finance showcase" was attended by over 500 A&F employees. The submitter wrote, "Suzanne is willing to do what it takes to make sure we get the work done".

- **Goddard Hall Taking Shape** – Facilities Operations Grounds department completed the Xeriscaping project at Goddard Hall. This project entailed removing the Ivy and turf from the North and East sides of the building. The area was Xeriscaped similar to what was done at Jett Hall.

