

Administration and Finance Weekly Activity Report Week Ending: June 13, 2014

- **Banner Workflow undergoes major upgrade** - ICT, working in conjunction with the Registrar's office, Human Resources, and PSL, completed a major upgrade of Banner Workflow. Workflow, which is a powerful process automation tool, enhances the efficiency and effectiveness of processes while reducing errors and improving internal communications. Thanks to Ben Christopher, Kit Marlow, and Crystal Wang from ICT for making the upgrade a success.
- **The NMSU Golf Course** is seeing more improvements since the installation of the new irrigation system. The greens are improved and new sod is going in to cover disturbed areas after the system installation. Also check out the makeover in the Players Grill.

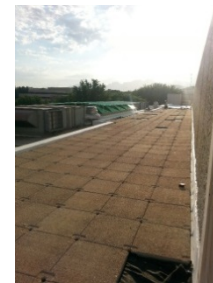
- **Coca Cola Weight Room Renovation** - Under the guidance of Project Manager Henry Espalin, the Coca Cola Weight Room building underwent a renovation over the last two months. The project consisted of upgrading the building's interior finishes including installing new flooring throughout the building, refurbishing most of the existing weight equipment, and providing a new staff office. The project was funded by a donation. The pictured below shows the Weight Room prior to the renovation and the pictures to the right show the newly remodeled Coca Cola Weight Room.



- **Sound Training** - Project Manager Heidi Frohnepfel organized a training session between Joel Bultman with Bridgers & Paxton Consulting Engineers and the ICT team to demonstrate the steerable column array speakers which are being considered for in the

Auditorium of the Undergraduate Learning Center. Joel worked with Ron Logan and the ICT team to test out the sound quality and beam steering functionality.

- **PSL Roof Update** - To the right is a picture of the installation of the roof top paver system at the PSL reroof project. Installation of the paver system is the last step in the completion of this roofing project. This project consisted of multiple roofs and includes the installation of the paver system on the main roof, as this roof is utilized for carrying supplies and experiments throughout the roof. Anticipated completion for this project is 6-30-14.



- **Project Update** - Demolition of Jacobs Hall is complete and the remaining debris is being hauled away. Bidding to award the construction contract for the new Undergraduate Learning Center (ULC) closed earlier this week and the bids are now being reviewed. A contract should be awarded soon for the construction phase of the project.



- **Radiation Audit Complete** - Environmental Health & Safety Radiation Safety Manager Dave Schoep accompanied an inspector from the Radiation Control Bureau this week as he reviewed our program compliance with the New Mexico State Radiation Protection Regulations; the terms and conditions listed on the NMSU Broad Scope Radioactive Materials License and the various X-Ray Certificates of Registration. The scope of the audit was wide and included a review of the many types of NMSU Radiation Safety Program written and electronic records; inspection of representative labs that are permitted for radioactive material use and labs where various analytical and medical x-rays machines are used. He also met with University Radiation Safety Committee chair Dr. Dennis Hallford. Overall, the inspection went very well and we received several compliments from the inspector about many components of the program.

- **Phase 1 Hazardous Material Project Complete** - Over the last four months Environmental Health & Safety teamed up with the Chemistry & Biochemistry Department to clean out old legacy, expired and unwanted hazardous chemicals and



samples that had been stored in department laboratories and chemical storage areas for many years. Phase 1 of the clean out was completed last week when over 2,000 labeled chemical

containers were bulked into 46 waste drums (2400 lbs) by contracted hazardous waste disposal company lab-pack chemists and shipped off campus for final disposal. The shipment included 38 compressed gas cylinders (lecture-size bottles), 11 of which were highly hazardous Poison Inhalation Hazard gases. Phase 2 of the project will include contracting with a special high hazard chemist to deactivate remaining peroxide formers and other highly reactive chemicals. The chemist will also characterize all the remaining unknown / unlabeled chemical containers prior to them being packed and shipped for disposal by a hazardous waste disposal company.