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From the President



Sheila Awalt
Assistant to the Associate Vice
President for Facilities Management
The University of Texas at El Paso

"We build relationships - and our reputations – on how we communicate and relate to others."

~Sheila Awalt

Dear CAPPA members and all,

CAPPA is extremely thrilled to be hosting the 2022 *face-to-face* annual conference October 9—11, 2022 in Lincoln, Nebraska.

This year's theme is "Every Interaction Matters". We build relationships - and our reputations – on how we communicate and relate to others.

Please join your colleagues and fellow CAPPA members for two days of educational sessions, interactions with Business Partners, and sharing your vision for the changing environment. We will provide trending topics through different tracks to offer you new insights and new formats to address the challenges you face every day.

Registration is now open! Make plans to attend! Invest in yourself, your career and your team!

Details regarding the conference can be found at <https://cappaedu.com/communications/events-activities/>

We continue to offer educational scholarship opportunities for you and your staff for the enhanced skills needed in today's Facilities environment at <https://cappaedu.com/membership/professional-development/continuing-education-grants/>

Spread the word . . . the success of our conference is all about you!

Looking forward to seeing you all in Lincoln!

Please reach out to me or Markus Hogue, our CAPPA Recruiter, at Markus.Hogue@austin.utexas.edu, if you are interested in being involved with CAPPA at the Board of Directors level.

I close with greetings and sincerest thanks to you all.

Sheila Awalt
CAPPA President 2021-2022
University of Texas at El Paso

REGISTRATION NOW OPEN!

2022 CAPPA Conference

October 9-11

Lincoln, NE

Register [HERE](#) for:
CAPPA Conference
Academy on Campus
Supervisor's Toolkit



Hosted by
University of Nebraska-Lincoln



My CAPPA Story—Jenny Cundiff

Energy Educator/Manager

Oklahoma State University—Stillwater, OK



I first learned about CAPPA in 2016 when I was introduced to the organization by Ron Tarbutton, Chief Facilities Officer, Facilities Management at Oklahoma State University in Stillwater, OK. At the time, Ron was serving with APPA and CAPPA, and he asked if I would be interested in serving with CAPPA as the Newsletter Editor. After some research and a long conversation, I

learned more about CAPPA and all that it offered to professionals in higher education facilities management positions, and I knew I wanted to get involved.

My first opportunity to attend an annual CAPPA Conference was in Fall 2016 in Little Rock, Arkansas, which was hosted by University of Arkansas—Little Rock. I had just married Troy Cundiff in August and was excited for us to attend together, but I truly had no idea what to expect from the people involved in CAPPA's leadership or membership. Would I be accepted? Were CAPPA members all engineers or would there be boots-on-the-ground facilities folks like me? Would there be training sessions related to energy education within higher ed, or would I find nothing relating to my job's unique

challenges. As a newlywed not knowing anyone in attendance, would my husband and I be able to find common ground with CAPPA attendees? We attended with an open mind.

Were we ever surprised by CAPPA! For the past five years, we have looked forward to each opportunity to attend a CAPPA Conference or interact with CAPPA members or Business Partners throughout each year. I was welcomed onto the Board as the Newsletter Editor and encouraged throughout each quarter's edition. Training sessions at each CAPPA Conference I attended were so numerous that it was often difficult to choose which session NOT to attend.

The CAPPA Board Members were welcoming, supportive and very informative. CAPPA training was broad, with great opportunities for attendees to interact with presenters and others. Business Partners serving as vendors willingly shared their products and ideas with a true desire to offer solutions to unique problems shared with them.

I have highly valued the time spent with CAPPA as Newsletter Editor since 2016. As I am retiring from OSU as of November 1, this is my last newsletter for CAPPA. However, I am excited to see what my successor will do, as I know CAPPA always embraces change for the better.

Academy on Campus and Supervisor's Toolkit offered

It's not too late to register for **Academy on Campus Level 3** or **Supervisor's Toolkit** - both being offered at the 2022 CAPPA Annual Conference. Both of these offerings will begin at 8 am Sunday, October 9, with three full days of training.

The popular APPA program, Academy on Campus - APPA's Leadership Academy, is designed for participants to develop and strengthen leadership skills while learning basic principles for organizational and managerial effectiveness. Attendees experience a dynamic learning environment utilizing engaging

discussion groups, learning games, discovery exercises, synergy, and project collaboration. [Supervisor's Toolkit](#) has been specifically designed to meet the needs of the facilities management professional. It is a structured, open-ended, and pragmatic approach to developing supervisors. It is not so much a training program as a development process, designed to help supervisors realize both personal and professional growth.

[Register NOW](#) to attend at the 2022 CAPPA Conference.



UNIVERSITY OF
Nebraska
Lincoln

[COVID-19: Nebraska Responds](#)



Click the link above for the latest COVID-19 updates.

COVID-19 Resources & Guidelines from APPA

Stay informed at [COVID-19 Resources and Guidelines](#), which includes:

- COVID-19 General Information
- Federal/State/Regulatory Guide
- Business Partner Resources
- Articles/Industry Guidelines
- Campus Emerging Practices
- Share your COVID-19 practices (steve@appa.org)

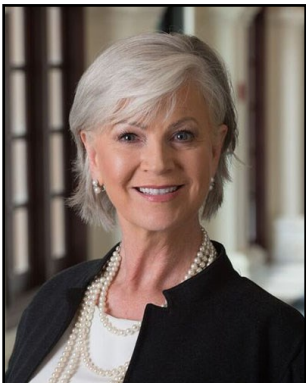
Business Partners News

Valued CAPPA Business Partners,

We are looking forward to seeing you at the [2022 CAPPA Conference](#) to be held **October 9-11** in **Lincoln, Nebraska**, and there's still time to register to attend and exhibit. To help you have the most successful experience, we have created a "Prezi" an online file that you can view to prepare for your time at the conference. This presentation is filled with ideas to help you make the most of your pre-conference, while you are there, and post-conference activities. Please take a few minutes to review it. There may be some helpful nuggets to propel your attendance to the most successful attendance! Reach out to Debra Jones or Allison Anderson-Fobert if you have questions. Their contact information is on the is shown below! See you in October!

*Getting the Most Out of Your
CAPPA Conference Experience*

[CLICK HERE](#)



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Are you registered yet?

2022 CAPPA Conference

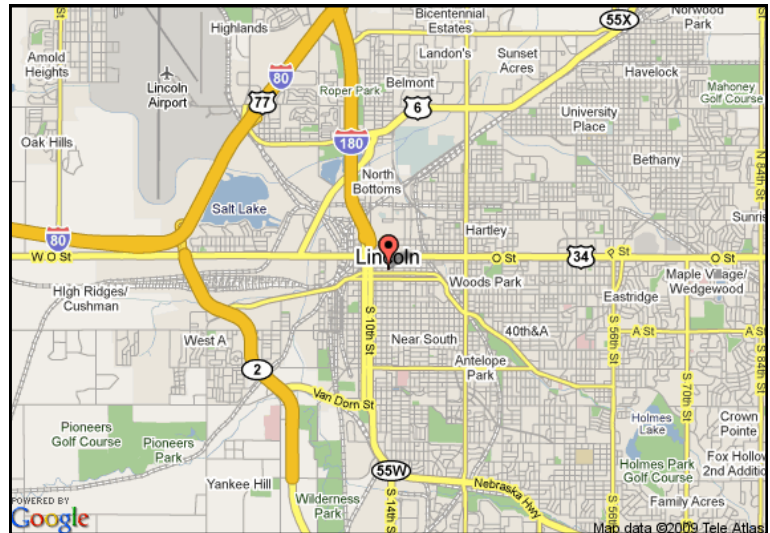
October 9—11, 2022

7:00 AM—11:00 PM

Lincoln Marriott Cornhusker Hotel

**333 S 13th St
Lincoln, NE 68508**

[REGISTER NOW](#)



Historically Speaking #1

I am honored to have been elected last fall as your CAPPA Historian. My qualifications for this role are that I have supported CAPPA for many years (as co-chair and member of Professional Development committee), and now am old and retired.

My predecessor, Art Jones (Black Hills State University) has done marvelous work developing our assets of annual reports, newsletters, photos, and other materials. He wrote in the CAPPA Newsletter, Summer 2012, Issue 147 that during CAPPA Conference 2013 in Galveston, Texas, we would be celebrating CAPPA's first 60 years. Today, we're looking forward to celebrating our 69th anniversary in October at the 2022 CAPPA Conference in Lincoln, Nebraska.

Art asked in newsletter #149 for CAPPA's help, as he was missing 63 issues of the newsletter. With CAPPA's help, 17 issues were found, so now we are only missing 21 issues. (In that newsletter he also noted that APPA celebrated its first 100 years during the Minneapolis 2013 conference.)

CAPPA's "other materials" include what is known as the "Texas gavel," as shown below through the years.



CAPPA'S
"Texas Gavel"

Immediate Past President Ed Rice (Kansas State) and President Horst Frank (University of Manitoba) at Winnipeg 1996.



Art Jones with the gavel at the CAPPA booth in Winnipeg, Canada, 2019.

Here is my summary of CAPPA's Historian role:

- 2000—Black Hills State was host for CAPPA's 50th anniversary. During his year as president, Art Jones asked Ed Rice to store the various known CAPPA materials.
- 2004—Ed wrote about this, under the title Historian in CAPPA Newsletter, Winter, Issue 125.
- 2009—Ed resigned as CAPPA Historian (Spring, Issue 138).
- 2009—Art was elected as CAPPA Historian (Winter, Issue 139).
- 2014—Randy Culver (Black Hills State) was elected as Historian, as Art had stepped down (Winter, Issue 153).
- 2016—President Ed Heptig (Kansas State) had an opening on Executive Committee, as David Millay (UA – Little Rock) had to step away from his role as Membership Chair. Ed asked Randy to fill David's role, and asked Art to again take the role of Historian, until others could be considered for election at Little Rock 2016 (Summer 2016, Issue 157). Randy and Art were elected that fall to these roles (Spring 2017, Issue 158).
- 2021—Art again wanted to step down. As a recent retiree (UN at Kearney), I was approached to consider the role, agreed to stand for election, and was elected at the 2021 CAPPA Conference in Tulsa, Oklahoma.

I am grateful to the membership for my election as the fifth person to hold this role (counting Art twice). I am grateful to UNK and Michael Cremers for agreeing to store the material. I look forward to serving CAPPA through the maintenance of this information. I am very grateful that I was able to write this article from the comfort of my home, reviewing newsletter articles already scanned and stored on the CAPPA cloud drive. My thanks to Art Jones for his efforts, and his example.

If anyone has CAPPA newsletter copies they can share with me, I am in need of the following issues:

1— 3; 10—17; 20—22; 26—28; 129, 130, 131, and 137.



I look forward to your questions related to CAPPA's history, and your suggestions concerning what you want to hear. See you in Lincoln, Nebraska. Let's make some history!!!

Lee McQueen, CAPPA Historian

President Sheila Awalt (UT – El Paso) and Immediate Past President Markus Hogue (UT – Austin) at Tulsa 2021.

We can't wait to see you at the 2022 CAPPA Conference!



Welcome to Lincoln! The city was founded in 1856 as the village of Lancaster on the wild salt marshes of what was to become Lancaster County. Renamed after President Abraham Lincoln, it became Nebraska's state capital in 1869. The Bertram G. Goodhue-designed state capitol building was completed in 1932, and is the second tallest capitol in the United States. As the city is the seat of government for the state of Nebraska, the state and the United States government are major employers. The University of Nebraska was founded in Lincoln in 1869. The university is the largest in Nebraska with 26,079 students enrolled, and is the city's third-largest employer.

EVERY INTERACTION MATTERS

We are all intertwined. At the CAPPA Conference, networking is a key part to getting the most out of the experience. During the pandemic we all found out how much we need each other - not just virtually. Interaction is an important part of life, but very much of customer service in education—with students, faculty, staff, parents—all being a part of our daily interactions. We build relationships and our reputations on how we communicate and relate to others.

Join us in Lincoln for the 2022 CAPPA Conference—and make the most of your networking and learning opportunities. Learn not only through the educational sessions but also from others' trials, errors and successes.

Throughout this year's CAPPA Conference, enjoy the comfort and amenities of the beautiful [Lincoln Marriott Cornhusker Hotel](#), including spacious rooms, an indoor pool, fitness center, Miller Time Pub & Grill, and located in the heart of downtown Lincoln.

2022 SPONSORS

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ASSA ABLOY

Supervisor's Toolkit

Supervisor's Toolkit has been specifically designed to meet the needs of the facilities management professional. It is a structured, open-ended, and pragmatic approach to developing supervisors. This program includes a full three days of training. Registrants for the Supervisor's Toolkit through CAPPA will have access to the CAPPA Conference activities and events as part of registering for this program.

CAPPA (In-Person)

October 9-11, 2022

MAPPA/MiAPPA (In-Person)

October 31—November 2, 2022

CAPPA Website Update

The new CAPPA website is ready for CAPPA members to bookmark it for frequent visits and updates.

Please take a peek at cappaedu.com and send feedback to cappaedu@cappaedu.com. Let us know if there is something you'd like to see on a regular basis. This website is a resource for our members and Business Partners.

Take a few minutes to visit the [Business Partner Map](#). Please be sure to look for the BPs in each state, and learn more about individual BPs when you hover over each of the color-coded dots identifying their type of work.

Familiarize yourself with the [Board of Directors 2021-2022](#), and look for any vacancies for which you might want to volunteer before CAPPA Conference 2022.

Are you familiar with WordPress and interested in helping to maintain the CAPPA website? We'd love to hear from you!

The Comic Side of Work Orders

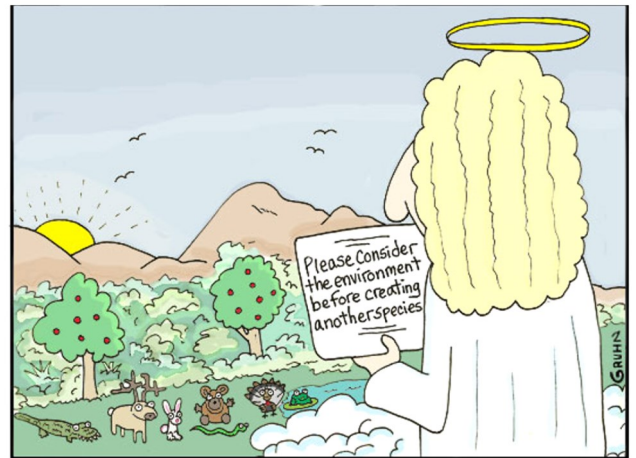
For the past 15 years, I have worked within OSU Facilities Management as an energy manager responsible for monitoring utility usage and meter issues within Residential Life. In the process, I have had the opportunity to view numerous work orders, often resulting in either laughter or astonishment.

Facility management personnel encounter so many challenges interpreting or responding to work orders, so I thought I'd take a few minutes to share some of those interesting challenges known as "work orders." Here is a sampling that I found humorous in the way they were written:

- URGENT: Thermostat does not show Pete's face.
- AFTER HOURS: Occupant allergic to the shower.
- EMERGENCY: Third toilet; car keys flushed.
- EMERGENCY: Shower has been running all day.
- URGENT: Toilet seat broken and causing discomfort.
- URGENT: Laundry room light flickers severely.
- EMERGENCY: Tile is wet.
- URGENT: Couch has stains repulsive to the residents.

Written by Jenny Cundiff, Energy Manager, Oklahoma State University

"Good communication is the bridge between confusion and clarity." ~Nat Turner



FROM THE EDITOR:

Thank you to those who submitted articles, photographs and information to be included in the CAPPA Newsletter!

Please write and submit articles for the CAPPA Newsletter at any time for consideration. Preferred articles will be BETWEEN 500 words (ex: 1/2 page w/graphic or photo) and 1,000 words (ex: full page with small graphic or photo). Please include names and descriptions with photos. Graphics and charts are always welcome to help tell your story.

If available, please provide a link to full articles. Email articles and photos to Newsletter Editor: jenny.cundiff@okstate.edu

