

**Administration and Finance**  
**Weekly Activity Report**  
**Week Ending: March 7, 2014**

- **James McDonough We C.A.R.E Award.** A&F is currently seeking nominations for the annual We C.A.R.E. Award established in 2002. The award recognizes employees for consistently delivering good service to our various customers and helping them achieve excellence in their work. The selected employee will be recognized at the Administration and Finance Semi-Annual Employee Meetings on May 6 and 7, 2014.
- **Fire Department attends 11<sup>th</sup> Annual Campus Fire Safety, Security & Risk Management Conference & Expo.** FS Fire Deputy Chief Louis Huber and Fire Chief Johnny Carrillo traveled to Columbus, Ohio to attend the conference. The keynote speaker was Kristina Anderson, shooting victim from the April 16, 2007 attack at Virginia Tech, who gave a very powerful personal account on her recollection of the events that occurred.
- **Interim CIO represents NMSU at CHECS board meeting.** Norma Grijalva represented NMSU at the New Mexico Council for Higher Education Computing/Communication Services (CHECS) board meeting held in Albuquerque. Members of CHECS, a non-profit organization made up of CIOs from institutes of higher education within the state, regularly meet to discuss issues that impact technology in New Mexico, such as the expansion of high speed networks and resource sharing. A recent example of the benefit of the CHECs collaboration is the significant cost savings that were realized after a group of higher education institutions consolidated their purchase of the Adobe product suite.
- **Sodexo Annual Review.** As part of our annual planning process, the Sodexo team presented their dining services annual plan to A&F and Auxiliary Services administration. The annual plan serves as a road map for the coming year.
- **Facilities Operations Management Team met with the Society of Automotive Engineers, SAE, Mini Baja Club.** The meeting was to identify an area on campus where they can test their vehicle. The work being performed by this student organization in the College of Engineering is very impressive. They will be surveying sites on NMSU land east of the Golf Course to be used to prepare their vehicle for this year's competition.
- **Golf Course Irrigation project.** Progress continues to move forward and the irrigation contractor is now working on Hole #8.



- **PSL Roof.** The roofing contractor is on-site at the PSL building (Anderson Hall) removing the ballasting rock from the existing roofs. Materials which were delayed by the northeast winter storm are arriving daily.
- **Parking Lot 34.** The Grounds shop completed planting Pecan trees around Parking Lot 34 located east of Aggie Memorial Stadium. The shop is currently working on Xeriscaping the southeast corner of Lot 34 by the intersection of Wells and Triviz. The anticipated start date is April 1, 2014.
- **Electrical Distribution System Master Plan.** Facilities and Services MEP personnel have been participating in the Electrical Distribution System Master plan review. The focus of the review this week was to identify campus buildings that should be on the turbine circuit so a plan can be generated to make the necessary infrastructure modifications.