

Elective Offerings
January 8-12, 2023

Monday, January 9, 2023
1:00 pm – 2:40 pm

525 Mechanical Systems

Faculty: Gary Reynolds

This course will provide a technical discussion of various types of heating, ventilation and air conditioning systems found in higher education facilities. The focus will be on system components, automated control systems, maintenance practices, and codes and standards. Discussions will include designing for maintainability, systems commissioning, and contract alternatives.

541 In-House Construction Services

Faculty: Mark Stanis

Discuss effective processes and procedures for providing in-house construction services. Review staffing and organization, workload management and leveling, budgeting, recharge rate structures, billing procedures, and productivity and incentives to perform.

552 Challenging Personnel What to Do?

Faculty: Lynne Finn

This class discusses the 10 categories of “difficult” people, looking at reasons why they are the way they are and provides some strategies for working with each group. Relates to the “whys” of decision-making or actions.

594 Integrated Pest Management

Faculty: Ed von Bleichert

Is your campus dealing with challenging pests like bed bugs or pigeons? Is your campus interested in reducing pesticide use due to health and safety concerns? Are you looking for safe, cost-effective, and long-term solutions to perennial issues? Join us for an in depth yet fun look into the evolving world of Integrated Pest and Wildlife Management. This session will explore the role of your departments' maintenance staff, the use of thermal remediation for structural pests, wildlife management, and IPM in Grounds. The program will also cover emerging topics such as pollinator protection and environmentally sensitive mosquito control programs. Join this engaging class and learn how to “treat the source, not the symptom.”

621 Fault Detection & Diagnostics (FDD)

Faculty: Katie Rossmann

Discover how Big Data is finding its way into the facilities management profession and how our industry is increasingly positioning itself to harness and leverage the explosion of data collection and processing. At the center of this facilities-related Big Data revolution is the deployment of Fault Detection and Diagnostics or FDD. FDD holds the promise of moving our profession from a reactive service model to more of a predictive service model. Learn how employing a monitoring-based commissioning model, built on data analytics, holds the promise of providing more efficient building operations, retaining energy conservation gains, and lowering the risks to business continuity by using a predictive maintenance approach.

637 Energy Systems of Michigan State University

Faculty Sherri Jett

This session will include a virtual tour of the energy systems used by Michigan State University. A highlight of the discussion will include how to handle integration challenges when renewable energy like solar are utilized.

657 Re-Engaging Staff After Covid

Faculty: Jamie Gayer

As organizations continue to navigate the long haul of the pandemic, budget constraints, and overly fatigued employees it is more crucial now than ever that leaders understand how staff feel valued and appreciated in the workplace as a critical part of their retention strategy. With the ‘Great Resignation’ in full swing and worker expectations changing at an accelerated rate, we’ll discuss how to re-engage staff through navigating blind spots about individual needs related to appreciation. The conversation will follow the book ‘The 5 Languages of Appreciation in the Workplace’.

Monday, January 9, 2023
3:10 pm - 4:50 pm

518 The Manager as Coach

Faculty: Michelle Frederick

Coaching is experiencing dramatic growth as a valuable management tool for managers and supervisors. You will sharpen your communication and management skills as you integrate the coaching examples, skill-building exercises, and coaching tips and traps into a positive approach with your employees. Coaching is applicable in all areas of management but is especially valuable in evaluations, discipline, positive and negative feedback, and career development.

520 Project Management

Faculty: Mary Vosevich

Project management isn't just about construction but is useful in any project that you are doing. This class will provide an overview of the five process groups of Project Management - initiating, planning, executing, controlling, and closing - and the project manager's roles and responsibilities.

545 Designing for Maintainability

Faculty: Joel Sims

Discuss procedures to assure that institutions achieve the best overall value from their investment in new or renovated facilities. Understand the balance between aesthetics and durability and how they both play an important role in design. Discuss the evaluation of facility designs based on life cycle costs and learn the questions to ask during the design process so that you help create an overall better product.

546 Design Standards

Faculty: Steve Thweatt

Learn how to communicate to the design consultant your campus needs in a new or renovated building. Review how to develop a set of institutional guidelines and standards for design consultants to utilize in the design of a campus project and how to contractually bind the consultant to your guidelines and standards. Discuss how to create feedback loops, for revisions to the standards, from the maintenance and custodial organizations and other stakeholders.

558 Metrics, Informatics & Performance

Faculty: Chris Smeds

Modern facilities organizations are awash in a sea of data - from financial to work management, geospatial to building controls, organizations are collecting vast amounts of data. Too often, however, organizations simply use that data as a record of past outcomes rather than as a tool that supports forward-looking organizational decision making. This session will discuss how organizations can address this issue and begin to effectively use their data. Topics will include data, metrics, KPIs, benchmarking (including APPA's Facilities Performance Indicators) and APPA's newly launched initiative on Facilities Informatics.

612 TCO

Faculty: Ana Thiemer

Total Cost of Ownership (TCO) is a transparent, holistic, and efficient approach to asset management and resource allocation. It takes a village, or all of facilities professionals and the surrounding organizations, to make it work. This presentation will provide an overall introduction to TCO, focusing on how critical data elements can translate to well-timed, current, and predictive decisions. This presentation will also cover the to-date progress of the ANSI APPA TCO Standard underdevelopment. Facilities professionals can get a first-hand glimpse of the standard underdevelopment that will allow owners and managers of built assets to produce the greatest possible return on investment and get the most effective use out of limited resources.

633 Challenges of Cyber Security

Faculty: Tom Rodgers

In this session we will cover general cybersecurity management of Operational Technology systems. Over the last several years, Industrial Internet of thing (IIoT) devices and evolution of Internet Protocol (IP) based systems have been more prevalent. As technology Building Automation Systems (BAS) evolve, we need to take a risk-based approach to securing those devices and follow NIST guidelines whenever possible. We will talk about some ways to mitigate risk including, network segmentation, vulnerability and Identity and Access Management

Tuesday, January 10, 2023
1:00 pm - 2:40 pm

515 Business Communications

Faculty: Mary Vosevich

Learn the elements of effective written and oral communication. Class addresses style, audience analysis, format, presentation and delivery. Effective communication strategies for presentation and delivery. Effective communication strategies for professional settings will be discussed. Learn the difference between 'your need to tell' and 'your audiences' need to know'.

547 New & Emerging Products/Materials for Building Design

Faculty: Joel Sims

This class will focus on new and emerging products and materials suitable for use in the construction of higher education facilities. We live in an age where products are being developed at an exponential rate. It is important to keep up to date with new developments. Come see some new and interesting building products and materials. We will also identify some poor performing products as well as some "tried and true" building materials.

559 Sustainable O&M Practices

Faculty: Ed von Bleichert

This course will provide an overview of O&M programs that are striving to be sustainable. This interactive session will explore what sustainability means to facilities managers, review the many questions and challenges presented by sustainability, as well as share practical success stories from around the country. Topics will include how campuses are structuring their sustainable O&M programs, current trends & new initiatives in waste management, water & energy conservation, tree & turf care, green cleaning, pest control, fleet operations, and more. The session will also look at developing appropriate metrics and how to effectively use them in related outreach programs.

623 Creating a Culture of Respect

Faculty: Jamie Gayer

This program provides practical, working examples of how to have bold, inclusive conversations that promote respect and dignity in the workplace. Participants will have the opportunity to practice navigating uncomfortable conversations and constructive confrontation. They will learn how to move from debate into dialogue which allows colleagues to build a sense of belonging and create a culture that understands the importance of respecting and valuing differences.

625 Managing Effective Plan Reviews

Faculty: Jeff Gee

Have you ever wondered how to manage an effective plan review or asked what makes it so hard? Come participated in a discussion regarding effective plan reviews. Learn how to manage the plan review process well to reach the goals you have for your project. You'll hear about challenges and opportunities each project has and learn how items such as an invitation list, industry tools (paper and/or electronic), scheduling and timing of reviews, campus standards and expertise needed all play a part in an effective plan review.

636 Decarbonization

Faculty: Matt Pefley

Decarbonization within Higher Education - In this course, we'll look at the trends in higher education campuses around the country and the actions facility managers are taking to reduce their carbon footprint. Some examples include reducing energy consumption through higher efficiency equipment; leveraging smart building technologies to optimize energy consumption; combined heat & power for resiliency and reliability; transitioning from steam to heat pumps; and utilizing solar and wind power and other renewable technologies on and off campus. We'll also review publicly announced sustainability goals, capital budgets, utility rebate incentives and discuss the challenging decisions that facility managers must undertake during campus and utility master planning.

651 Facilities Services to Auxiliaries

Faculty: Rollie Zumbrunn

Description pending delivery from faculty.

Tuesday, January 10, 2023
3:10 pm - 4:50 pm

557 Trends in O&M (Panel)

Description pending delivery from faculty.

Faculty: O&M Faculty

570 Preparing & Strategizing for Future Technologies

The Fourth Industrial Revolution is bringing on a wave of disruptive and accelerating technological change that is transforming industries across all economies, including higher education facilities management. This disruption is being driven by the exponential growth of Big Data, IoT, AI, 5G and Blockchain as well as the impact of the pandemic. The work that facilities management professionals do will change; but how they do it will change even more. Explore the megatrends that are reshaping the profession and how to prepare and strategize for the transformational changes that will define the decade.

Faculty: Don Guckert

580 Public Speaking and Making Presentations

Presentations Public speaking can present a challenge for many people. “What if I mess up during my presentation? What if the audience doesn’t like my presentation? What if I forget a part of my presentation? What if I look nervous during my presentation?” Sometimes, employees bypass promotions, and business owners bypass business opportunities rather than give a presentation. Learn how to develop a speaker’s mindset, overcome anxiety, gain outstanding presentation skills, and become more confident making presentations that achieve results in this interactive class.

Faculty: Steve Thweatt

658 Energy & Utilities Hot Topics

Description pending delivery from faculty.

Faculty: E&U Faculty

635 Navigating Disruptive Changes in the Construction Industry

Labor shortages, supply chain and logistics challenges, micro-chip shortages, hyper-inflation, the “Great Resignation” and more are impacting our projects in various ways. However, you still need to complete projects on budget, on schedule and in alignment with your academic calendar. Is this a current moment in time? When will we get back to “normal?” This session will take a look at current and future trends in labor, materials and construction costs and discuss strategies for managing through turbulent times in construction.

Faculty: Jeff Gee

652 O&M Experience Exchange / Case Studies

Description pending delivery from faculty

Faculty: Jay Klingel

654 Remote vs On-Site Work - What is Best for Your Institution

As organizations continue to navigate the long haul of the pandemic, budget constraints, and overly fatigued employees it is more crucial now than ever that leaders understand how staff feel valued and appreciated in the workplace as a critical part of their retention strategy. With the ‘Great Resignation’ in full swing and worker expectations changing at an accelerated rate, we’ll discuss how to re-engage staff through navigating blind spots about individual needs related to appreciation. The conversation will follow the book ‘The 5 Languages of Appreciation in the Workplace’.

Faculty: Jamie Gayer

Thursday, January 12, 2023
1:00 pm - 2:40 pm

521 APPA 101

Do you want to be perceived and recognized as a professional in the field of educational facilities management? APPA is the gathering place for those of us engaged in the field of educational facilities management and dedicated to the ongoing evolution of its professionals into influential leaders in education. This course will introduce you to APPA’s outstanding programs and offerings. It will also discuss APPA’s highly sought-after credentialing program that includes the Educational Facilities Professional (EFP) and Certified Educational Facilities Professional (CEFP).

Faculty: Christina Hills

536 Best Practices for Plant Organization & Processes

Faculty: Suzanne Kitten

This session will examine Texas Tech University's approach to optimizing central plant utility production. The session will begin with a discussion of the ongoing journey of continuous improvement. It will focus on the strategy used to achieve cost savings even after what was thought to be the low hanging fruit was had. This class will review both a plant and larger scale campus, data driven, approach to optimization practices where seasonal operating matrices are adjusted based on data collected. This concept can be applied in other areas of facilities management where data is collected but not made actionable.

561 Blueprint Reading

Faculty: Steve Thweatt

This hands-on fundamentals course is designed for individuals in facilities administration and operations who are responsible for reviewing design drawings for campus projects. Learn the techniques for reviewing and interpreting plans and elevations by envisioning three-dimensional space from a two-dimension representation. Review how architectural and engineering drawings, better known as "blue prints", once reproduced for review, are structured, layered, detailed, cross-referenced and more.

616 Competing Perspectives in Delivering Projects

Faculty: Joe Bilotta & Jay Klingel

Successful project delivery usually requires an effective balancing of the needs and requirements of a variety of stakeholders – financial, user, operational, and political. This interactive presentation will address identifying the list of stakeholders, how to include them in the planning and programming phases, and strategizing ways to assure the scope of a project addresses everyone's needs from the stakeholders to the owner. Through audience participation, we will address issues such as determining ongoing operating expense prior to and during design, negotiating design guidelines vs. user custom requirements, programming for future change, effective community communications, and the responsibility for assuring the facility is both economically and operationally sustainable.

650 Leading Advocates at Work

Faculty: Jamie Gayer

In June 2020 in the wake of George Floyd's murder, staff members in Capital Planning & Facilities felt called to action to increase the knowledge and awareness of team members as to the impact of actions happening in our world. The team approached leadership about creating an in-house diversity and advocacy team with the goal of helping CPF embrace diversity and differences by ensuring there is equity and inclusion in our daily practices and creating a culture of respect. As the executive sponsor I have spent the last two years helping this team of volunteers establish goals, core values, budgets, action plans and an understanding of what is/is not part of the work environment expectations. This session will walk through my experience with this team of the accomplishments and setbacks that we have navigated to date and how other universities can create a similar program.

653 Retro Commissioning - An O&M Perspective

Faculty: Allen Boyette

Description pending delivery from faculty.

655 Operations & Maintenance Staffing Guidelines

Faculty: Tom Flood

Description pending delivery from faculty.

**Thursday, January 12, 2023
3:10 pm - 4:50 pm**

510 Preparing for Career Advancement in Facilities Management

Faculty: Faculty Panel

A group of Institute faculty who are current or former senior facilities officers will offer their advice on what actions and preparations attendees can take to pursue progressive career paths in the profession. Questions related to education, professional development, leadership development, credentialing, APPA engagement, networking, working across organizational boundaries, serving leadership and colleagues, and other career building topics will be covered. All attendees should be prepared to engage in active conversation.

524 Creating a Learning Environment in Facilities**Faculty: Michelle Frederick**

With budgets being cut and employees being expected to do more with less, organizations are having to find effective and inexpensive ways to develop employees and prepare them for new roles. This session will explore a variety of creative and cost-effective programs to create a learning environment where staff are expected to learn and grow. This session will explore all the ways to develop staff and share the success stories of the program in preparing the organization for the future.

532 IT in FM**Faculty: Chris Smeds**

Information technology plays a critical role in the day-to-day operation of a Facilities Management organization. This course will provide a discussion of how FM organizations can leverage information technology to improve the effectiveness and efficiency of their organizations. Topics discussed include work management systems, analytics and reporting, and mobile technology.

645 Emerging Trends and Strategies in Campus Space Utilization**Faculty: Joe Bilotta**

Higher education is experiencing major shifts in the way in which it plans and utilizes its space assets. The pandemic's impact has been less about reshaping and more about accelerating these changes. Explore the emerging trends in space utilization and how institutions are shifting their planning strategies in the wake of disruptive and transformational changes. A case study will be shared that includes the challenges, processes used, impacts and plans they are beginning to implement.

656 Special Topics in Maintenance**Faculty: Mark Stanis****Historic Properties, Athletics, Health Systems, Housing, and More!**

Description pending delivery from faculty.

659 Utility P3**Faculty: Brett Garrett & Ben Fish**

This class will provide an introduction into the new partnerships being created between public and private entities, particularly in the utilities arena. An overview of P3 concepts will be provided as well as a look at the types of agreements and arrangements that are being considered across the industry.

660 Integrated Capital Planning**Faculty: Mark Miller**

An Integrated Capital Plan sits at the intersection of capital investments and operational funding. Learn how to develop a capital project priority matrix employing TCO and integrating operating and capital budgets to address deferred maintenance and capital renewal.