QUICK REPORT REVIEW
During Fall Semester, Campus Services added new programs, provided funding for student and campus groups, reinvested in renovations and construction and received awards and honors. This report contains highlights of these Programs, Services, Facilities and In the News items.

PROGRAMS
- **Paul A. Strouts**, Vice President, Campus Services, presented at the Auxiliary Services Council of Georgia Annual Meeting at Columbus State University – page 2
- Campus Services **BuzzFunds** awarded funding to 21 groups, including the Vietnamese Moon Festival and Whiteout T-shirts for the Georgia Tech v Virginia Tech game – page 2
- The **Bookstore** hosted a variety of events, including Apple Happy Hours, National Student Day Sale, On-Field Promotions, Grant Field Cokes, We Can Do That T-shirts and more – page 3
- **Technology Square** celebrated its 10th anniversary, Oct. 17 – page 4
- **Human Resources** encouraged 95 percent of the benefits-eligible employees to participate in Open Enrollment – page 5
- **ThinkBig-Housing** launched 10 programs and increased student participation to 328 students – page 6

SERVICES
- **Business Services** saw a continued reduction in PCard usage, showing a decline approximately 10 percent year-over-year since the BuzzMart launched with this year tracking down 25 percent – page 7
- **Stamps Health Promotion** held 57 programs with 5,085 participants – page 8
- **Stamps Health Promotion’s Pregnancy & Sexually Transmitted Disease Prevention** program distributed 4,016 condoms – page 9

IN THE NEWS...
- **Tasha Myers**, Associate Program Director for the Student Center, wrote and published two articles for the NACA magazine (National Association for Campus Activities) in its September and October issues – page 10
- Four Campus Services’ employees received Employee of the Month honors – **Lisa Snyder, Dr. Lindsay Bryant, Kate Curnow and Theron Stancil** – page 11

IN THE NEWS...
- **David W. Williamson**, Associate Director, Georgia Tech Transportation (2nd from left), and **Lance Lunsway**, Senior Director, Georgia Tech Parking & Transportation Services, accepted the 2013 Pace Award for the State Government Employer Division. The Georgia Commute Options, a program of the Georgia Department of Transportation, recognized Georgia Tech Parking & Transportation Services at a reception, Nov. 13 – page 10.
Programs

Auxiliary Services Council of Georgia Annual Meeting

- A total of 21 state public and private colleges and universities attended the Auxiliary Services Council of Georgia Annual Meeting, September 18-19 at Columbus State University.
- The educational sessions ranged from a panel discussion on The Future of College Bookstores by representatives from Barnes & Noble College Booksellers, Follett Higher Education Group and Valdosta State University (self-op store) to Mobile Apps – Food Services & Bulldog Bucks (University of Georgia), Mandatory Meal Plans (College of Coastal Georgia), Metrics & Outcomes in Auxiliary Enterprises/Services Dashboard (Emory University and Paul A. Strouts, Vice President, Campus Services, Georgia Tech), Streamlining Campus Requests and Reservations (Georgia College and State University), Auxiliary Services Recycle Program – “Let’s Talk Trash” (University of West Georgia), Pros and Cons of Management Fee Contracts (Savannah State University) and Benchmark Update (Columbus State University).

BuzzFunds

Campus Services’ BuzzFunds processed 21 requests and awarded funding to the following student and campus organizations during Fall Semester:

1. AIESEC’s Youth 2 Business Forum
2. BuzzFunds Review Team Planning
3. En2Em Social Enterprise Career & Volunteer Fair
4. iPrevent 2013 – Fire Safety Awareness
5. Marvelous Encounter – Bethel Campus Fellowship
6. One Night Stand (FreShGA)
7. Out Week Acceptance Fair
8. Presidents’ Council Networking Night
9. Presidents’ Summit 2013
10. Ripple Effect Flash Mob (AIDS Awareness)
11. Take a Prof to Lunch
12. Taste of Africa
13. Team Buzz
14. Tech the Halls
15. TechList (designed to bring once-in-a-lifetime, experiential learning opportunities to the Georgia Tech community – Skydiving in October)
16. Undergraduate Research Kaleidoscope
17. VGDev Campus Demo
18. Vietnamese Moon Festival
19. Whiteout T-shirts for the GT v BT game
20. Women’s Leadership Conference
21. Wreckless: It’s Pasture Bedtime

Leader 2 Leader

- In its sixth year, Campus Services Leader 2 Leader program met with students and student leaders during monthly luncheons, discussing ways to improve Campus Services departments.
Leader 2 Leader luncheons were held September (Parking & Transportation Services), October (Housing) and November (Campus Services Information Technology Group).

BARNES & NOBLE @ GEORGIA TECH
- The bookstore held a variety of promotions during Fall Semester, including:
  - **Apple Happy Hours** – every Tuesday and Thursday, 4-6 p.m. Georgia Tech community members received $20 off previous generation iPads and Macbook Pros.
  - **National Student Day Sale** (October 3) with savings up to $100 on select Apple products and $10 off sweats and hoodies (Students saved $922 on sweats alone).
  - **On-Field Promotions** during Football Games, partnering with Athletics and surprising an entire row of fans with free t-shirts for the week after the Whiteout game.
  - **Grant Field Cokes** - The Bookstore ran a promotion to encourage fans to purchase and wear white for the Whiteout Game; fans received a free Grant Field Anniversary Coke with every purchase of a white item. More than 1200 bottles were distributed!
  - **We Can Do That T-shirts** - The Bookstore worked with Georgia Tech Institute Communications to produce and sell “We Can Do That” tees that capitalized on the popularity of Nick Selby’s YouTube video.
  - **Donald Norman** - The Office of Academic Enhancement hosted a lecture from the author of the Freshmen Reading, “Living with Complexity.” More than 100 students attended; eight books sold.
  - **Flash Sale** (25% off T-shirts) - This one-day sale saw approximately $4,000 in sales.
  - **Tech Square 10th Anniversary** - For the 10th Anniversary of Technology Square, the Bookstore provided 200 coupons for 25 percent off to the celebration attendants, saving students, staff and faculty more than $8,000.
  - **Alumni Association Partnership** - The Bookstore provided 2,000 coupons for 20 percent off to the Alumni Association to be given away during their game day tailgating events.
  - **New Apple Products/Coffee Breaks** - The Bookstore sent an email to all departments about the new Apple products announced that day, offering a free department-wide coffee break for any group that submitted an order within 24 hours. Sixteen preorders were submitted.
  - **Taste of Atlanta** - Barnes & Noble @ Georgia Tech partnered with Taste of Atlanta to be the official Cookbook Author Event host, with seven different authors.

Kate Curnow, Bookstore Marketing Manager, received the Campus Services Employee of the Month award for November.
BARNES & NOBLE @ GEORGIA TECH (CONT)

- **Coffee Breaks** – The Technology Store’s first Coffee Break program was for the nine core members of the Office of Information Technology. In addition to coffee, members received information about other ways to partner with the Bookstore. The 50 Innovate members also received a Coffee Break. Earth & Atmospheric Science office (15 members) received a Coffee Break and 40 members of the Physics Department got a Coffee Break and 15 people from the College of Architecture, 25 members from the Office of International Education, and 40 members of GTRI all received Coffee Breaks.
- **Champion 25% Off** – Sales reached more than $30,000.
- **Black Friday** - The Technology Store ran a promotion for $100 off all clearance Apple products for Black Friday; 11 units sold, making $16,500.
- **Campus Appreciation Sale** - Students, staff, and faculty saved more than $45,000 during this semester’s Campus Appreciation Sale.

GEORGIA TECH DINING SERVICES

**Herb Garden**
- The Georgia Tech Herb Garden has matured and the herbs will be ready to be served to customers during the Spring Semester. Additional herbs will be added to the garden during the Spring Semester.

**Campus Kitchens Project**
- Georgia Tech Dining Services is continuing the affiliation process with the Campus Kitchens Project with an updated launch to occur during the Spring Semester. Student volunteers have also begun the student organization chartering process which will offer increased access to Institute funding, ensuring the financial sustainability of the Georgia Tech Campus Kitchen.

FARMERS’ MARKET
- A continued success, the Fall Farmers’ Market saw an average of 12 vendors and received unanimously positive feedback.

Technology Square celebrated its 10th Anniversary with a Panel Discussion welcomed by President G. P. “Bud” Peterson. Panelists included Thomas Félis , Vice President for Innovation Management at ThyssenKrupp Elevator; Stephen Fleming, Vice President and Executive Director of Georgia Tech’s Enterprise Innovation Institute; Brian McGowan, President and CEO of Invest Atlanta and Catherine Ross, Director of Georgia Tech’s Center for Quality Growth and Regional Development. Dene Sheheane, Executive Director of Georgia Tech’s Government and Community Relations, moderated.
ORGANIC WASTE COMPOSTING

- Dining Services has expanded its organic waste composting with a new partner, Southern Green Industries. This new partnership will help receive composting data more frequently and accurately, which will be used to modify food production in the dining halls and shared with Georgia Tech Recycling.

QBOT

- Dining Services had a QBOT Day celebration to increase user participation in the loyalty rewards program. Dining distributed QBOT information to more than 300 customers which led to a visible increase in QBOT users.
- This semester, Dining Services added six locations to the QBOT program. Those locations include Burger Bytes, Essential Eats, Pizza Hut, Taco Bell, H2O and Starbucks. This addition resulted in more than 14,000 QBOT scans which was a 600 percent increase in scans from the prior semester.

NORTH AVENUE DINING HALL LEED PLAQUE

- The North Avenue Dining Hall received LEED Gold certification (Leadership Energy and Environmental Design) and was recognized with a plaque (see below).

HOUSING

- Opened for Fall 2013 – undergraduate occupancy 99.08 percent
- Opened for Fall 2013 – family housing with 100 percent occupancy
- Declared seven no shows out of 8,319 single and family students
- The new freshman enrollment as of 8/23 was 2,685; the number of new freshmen who live in Housing was 2,612. A total of 2.35 percent lived off campus.

HUMAN RESOURCES

OPEN ENROLLMENT

- Human Resources (HR) increased the level of participation in open enrollment. HR led a successful open enrollment campaign for Georgia Tech employee benefits. This year, 95 percent of the benefits-eligible population participated in open enrollment by visiting TechWorks to change or confirm their elections. A call center was also launched during open enrollment to address questions from employees and retirees. More than 1,000 calls were received by the helpline. Also, 330 employees selected smoker status, which is an increase from the 2012 plan enrollment.
- HR also introduced a new voluntary benefit plan to the campus - identity theft protection; 551 people enrolled in the new plan.

NORTH AVENUE DINING HALL LEED PLAQUE PRESENTATION. Pictured (l-r) Front Row, seated – Lisa McLain (Georgia Tech Dining Services), Kim Wilson (Facilities Management) and Staci Flores (Georgia Tech Dining Services).
- Back Row – Rich Steele (Auxiliary Operations), Brian Losonsky (Georgia Tech Dining Services), Howard Wertheimer (Capital Planning & Space Management), Jay Jenkins (Campus Services), Scott Jones (Facilities), Paul Strouts (Campus Services), and Chuck Rhode (Facilities Management)
AFFORDABLE CARE ACT COMMUNICATIONS

- HR provided information to the campus regarding the Affordable Care Act (ACA) so that customers can better understand the legislation and how it affects them.

EMPLOYEE RESOURCE GROUPS

- Human Resources officially launched six Employee Resource Groups (ERGs). The six ERGs were created to support the Institute’s efforts to enrich inclusive excellence within Tech’s workforce and ensure that employees have a greater sense of belonging. These voluntary employee associations, organized around common dimensions of diversity, have been designed to offer forums where like-minded employees can feel valued and respected.
- Currently, more than 500 employees are signed up for ERGs. Each group had an official kick-off meeting and event during the Fall Semester.

NEW LEARNING SERIES

- Human Resources launched the Georgia Tech Learning Series. The faculty and staff professional development curriculum was revamped to focus on competency development in five key areas (communications, customer service, leadership, performance management, diversity and inclusion).

DIVERSITY ROUNDTABLE

- Human Resources sponsored the 2013 Diversity Roundtable, which brought together several hundred employees and engaged them in important conversations. This year’s theme was The Blindside: Self-Management of Fish Who Don’t See Water. Through storytelling and drama, the roundtable helped participants see one another through fresh lenses and foster behaviors that build inclusive excellence.

HR Business Partner Model

- During the Fall Semester, four business partners were hired in order to execute HR strategies across campus and support business leaders and managers by improving the workplace environment through preemptive methods.

PERFORMANCE MANAGEMENT

- HR began communications and training for the upcoming performance evaluation and goal setting periods.

SCHOOL SUPPLY DRIVE

- Human Resources sponsored Buzzin’ Back to School, a school supply drive that provided 300 backpacks filled with school supplies.
- All items were for children of Georgia Tech employees in preparation for the new school year.

TASTE OF ATLANTA

- More than 100 restaurants and thousands of people attended the 12th annual Taste of Atlanta in Technology Square, October 25-27.

THINKBig – HOUSING

- Launched 10 programs with three located in WESTech.
- Student participation increased by 104 students for a total of 328 students participating.
Services

BUSINESS SERVICES

PCARD
- A continued reduction in PCard use, showing a decline approximately 10 percent year-over-year since the BuzzMart launched with this year tracking down 25 percent.
- This reduction supports Georgia Tech’s focus to drive more transactions through the more visible BuzzMart system.

PURCHASING SPEND COMPASS BUSINESS ANALYTICS
- Implemented a Spend Compass Business Analytics tool from the Education Advisory Board.
- This tool aided negotiations with a number of supplies, resulting in significant savings.

SCIQUEST/BUZZMART
- Conducted a November SciQuest/BuzzMart upgrade.
- The November upgrade was the largest and included launching a new BuzzMart User Interface.
- The launch included communications, training, tools and clinics.
- More than 200 requisitions were submitted successfully on the go-live day.
- More than 60 participants representing 27 different campus departments attended the six training sessions.

TRAVEL & EXPENSE (T&E)
- Enhancements continued to be made to the T&E System based on survey data and focus group feedback.
- Some enhancements included calculating the new 75 percent rule and a self-populating date for repeat days.
- To date, more than 120 enhancements have been designed, tested and implemented.
- A campus survey of the Travel & Expense System was completed. The survey included faculty, staff, researchers, and student employees and scored an overall rating of 3.15 (1-4 scale).
- User feedback comments are being used to develop T&E web tutorials and process guides.

PROCURE-TO-PAY
- Expanded campus involvement and coordination by expanding the Procure-to-Pay Forum topics and number of key constituents.
- Campus department interaction increased through more training, Q&A sessions and providing users with operating analytics from tools such as the EAB.

WORKERS’ COMPENSATION INSURANCE
- A workers’ compensation insurance policy for Georgia Tech employees based in other states was put into effect to ensure Georgia Tech’s compliance with other states’ workers’ compensation statutes.

Lisa Snyder (right) received the September Employee of the Month award. Lisa is a Senior Business Analyst for Business Services. She is pictured here with her supervisor, Peggy Romano, Director for Business Services.
DINING SERVICES – RETAIL
- Georgia Tech Chick-fil-A celebrated Cow Appreciation Day on November 1st with games, giveaways, prizes and a visit from the Chick-fil-A Cow.
- Taco Bell introduced the Cinnabon® Delights, the DLT 3 and the Fiery Doritos Taco this semester. These additions have been well received by the campus community.
- H2O extended service hours to 8:00pm, Monday through Thursday to provide additional smoothie and food offerings to customers at the Campus Recreation Center. Sales have increased by 22 percent.

STAMPS HEALTH SERVICES
GT 1000
- Dr. Maureen Olson and Dr. Benjamin Holton taught two Pre-health GT 1000 classes.

MENTAL HEALTH TASK FORCE
- Dr. Shannon Croft worked with other campus administrators researching and creating a report on ways to improve campus mental health. He was a member of the Mental Health Task Force requested by Dr. G.P. “Bud” Peterson.

STAMPS HEALTH PROMOTION
PROGRAMS
- Health Promotion facilitated 57 programs and served 5,085 participants.
- Programming highlights included FASET Healthy Balance, MyStudentBody, Bystander Intervention, VOICE Fraternity and Sorority Training, Sexual Violence Prevention Training for Student Athletes.

GEORGIA YOUNG ADULT PROGRAM GRANT
- During the Fall Semester, Health Promotion received an $11,000 grant to participate in the Georgia Young Adult Program.
- Designed for colleges and universities in the state, the Georgia Young Adult Program focuses on education to promote and bring awareness to highway safety issues, including alcohol education, alcohol abuse prevention, impaired driving, underage drinking, safety belts, speeding, risk reductions and other destructive decisions.

VOICE
- VOICE, Georgia Tech’s sexual violence prevention and advocacy initiative, has had a successful Fall Semester of programming and increased student engagement.
- A collaboration between Health Promotion and the Women’s Resource Center, VOICE hosts a number of ongoing educational trainings for students, faculty, and staff aimed at creating a campus culture that promotes respect, communication, and equity.
- VOICE is also proud to have launched Georgia Tech’s first Peer Education Program for sexual violence prevention, in which undergraduate students were trained to educate their peers on issues related to bystander intervention, healthy relationships, and defining consent.

Theron Stancil, Application Support Manager for Stamps Health Services, received the December Employee of the Month award. Stamps Health Services presented Theron with a reception in his honor which was attended by his wife and two children (pictured above).
According to the National College Health Assessment conducted with Georgia Tech students in April 2011, the majority of respondents (64%, n=223) reported engaging in oral, vaginal, or anal sex with one or more partners in a 12-month period.

In response, Health Promotion has implemented the Get Yourself Protected (GYP) with the goal being to empower Georgia Tech students to make healthy decisions regarding protection if they choose to be sexually active.

**PREGNANCY & SEXUALLY TRANSMITTED DISEASE PREVENTION**

- Condom Distribution for Fall 2013: (4,016 total)
  - Individual distribution - 2,736
  - Bulk (fraternities, sororities, Housing, etc.) - 680
  - Bulk (safe sex programming) – 600

**Facilities**

**REINVESTMENT AND USAGE**

**BOOKSTORE**

- Planning began for renovations of three sites:
  - Burdell’s in the Student Center Commons
  - Starbucks in the Bookstore at Technology Square
  - Upgrading store finishings in the Bookstore at Technology Square

**GEORGIA TECH DINING SERVICES**

- These areas are scheduled for upgrades during fiscal year 2013-14:
  - Student Center Food Court
  - Pizza Hut in the Student Center
  - Wing Zone (new location)
  - Brittain Dining Hall BuzzBy (pre-design begun Fall Semester)

**Housing**

- Construction and renovation progressed on these projects
  - Master Plan Program and Cost Study
  - North Avenue Living-Learning Community
  - Kitchen renovations in certain residence halls
  - Towers Residence Hall still on track for August 2014 occupancy
  - Glenn Residence Hall on track for construction to begin May 2014 and occupancy August 2015

**INFORMATION TECHNOLOGY GROUP, CAMPUS SERVICES**

- Office relocation and renovation for the Information Technology Applications unit to 845 Marietta Street began.

**STAMPS HEALTH SERVICES**

- Undergoing a space modification assessment during fiscal year 2013-14.

**STUDENT CENTER**

- Multipurpose Room upgrades in Tech Rec
- Ballroom Floor planning began

**TRANSPORTATION**

- Transportation has three items scheduled for fiscal year 2013-14:
  - Bus Shelters
  - 6th Street
  - Office Renovation

Dr. Lindsay Bryant (above center), Associate Director for the Student Center, pictured here with students at her Employee of the Month reception, October 2013.
PARKING

- These parking locations have various forms of renovations and maintenance scheduled during fiscal year 2013-14:
  - E81 Lighting
  - Curran Deck
  - 14th Street Deck
  - Peters Deck
  - Student Center Deck Pedestrian Exits
  - W21 Surface Repair
  - Dalney Street Deck
  - Family Apartment Deck Repairs
  - Burge Deck Repairs
  - Parking Deck Lighting Assessment
  - Annual Maintenance Assessment

Rich Steele, Senior Director, Auxiliary Services, received the NACAS (National Association of College Auxiliary Services) Committee Member of the Year Award, at the NACAS Annual Conference, Oct. 2013.

Georgia Tech Campus Services’ employees presented at the NACAS Annual Conference: Julie Elion, Assistant Director, Auxiliary Services, “Managing Projects with Trello” and Melissa Moore, Director of Communications, Campus Services, “10 Steps to Effective Communications;”

Cheryl Cofield, Director of Diversity Management, Human Resources, was appointed to the Global Diversity & Inclusion Foundation’s Executive Board of Directors (with foci on leading the D&I Practitioners Leadership Development Program and Storytelling Integration).

In the news...

- Tasha Myers, Associate Program Director, Student Center, wrote and published two articles in the Campus Activities Programming magazine for NACA (National Association for Campus Activities), the September issue, “Hook, Line & Sinker (How to engage and keep members engaged)” and the October issue, “Ten Questions with…”

- MarketBeat (a Sodexo publication) published “Avoid the Freshman 15” by Georgia Tech Dining Services in its first ever fall newsletter.

- Georgia Tech Parking & Transportation received the 2013 Pace Award for the State Government Employer Division from the Georgia Commute Options, a program of the Georgia Department of Transportation. Other 2013 Pace recipients included The Hartford, Delta Air Lines, Seven Oaks Management/Perimeter Center, Gwinnett County Government, North Fulton Community Improvement District. The award ceremony was held Nov. 13 at the Georgia-Pacific Auditorium.

Bob Canada, Contracting Officer, Department of Housing, was honored with the Procurement Officer of the Year Award presented by the Governmental Procurement Association of Georgia (A Chapter of the National Institute of Governmental Procurement) for dedication, service and contributions to the procurement profession both in Georgia and nationally and accomplishments in his current position. Bob was also recognized with Governor of Georgia Nathan Deal (pictured above) during a Purchasing Month in Georgia Proclamation ceremony.
IN THE NEWS (CONT)

- **Kim Harrington** graduated with her PhD during Fall Semester, receiving the award during commencement at Georgia State University. Welcome, **Dr. Harrington**.

- **Pearl Alexander**, Senior Director, Workforce Strategy, Human Resources, was appointed to Global Diversity & Inclusion Foundation’s Global Research Institute Board of Director's (with foci in marketing, communications and public relations).

- **Cheryl Cofield** and the Georgia Tech Employee Resource Groups were featured in an article published by CUPA-HR, Fall 2013 issue, “A Roadmap for ERGS (with HR at the Wheel)” (CUPAHR is the College and University Professional Association for Human Resources).

- The **Bookstore**’s holiday items were featured in the December issue of *License to Sting*.

- In December, **Georgia Tech Dining Services** was published in *Unique Venues* magazine, highlighting the **Highland Bakery** Grand Opening Event.

- Campus Services’ employees received Employee of the Month honors during September, October, November and December, respectively. **Lisa Snyder** (Business Services), **Dr. Lindsay Bryant** (Student Center), **Kate Curnow** (Barnes & Noble @ Georgia Tech – The Bookstore, and **Theron Stancil** (Stamps Health Services)

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For more information on Campus Services programs, services, facilities and news items, visit [www.ImportantStuff.gatech.edu](http://www.ImportantStuff.gatech.edu) or email Melissa Moore melissa.moore@gatech.edu