

Calendar			
Dates	Department	Descriptions	Area(s) Affected
Wednesday, May 01, 2013	1. Parking 2. Facilities Management - Grounds	1. Student Orientations will begin May 1- End August 19. 2. Summer Landscape Projects - May through August 2013	1. Parking, Marketing 2. Campus Wide
Thursday, May 02, 2013	Facilities Management -- MPP/MIC/Grounds	Big Belly/Inlet Project (70 units campus core) - May through August	Campus Core
Friday, May 03, 2013	Facilities Management -- Technical Services	Operations PM Projects -- Ongoing	Various areas across campus
Saturday, May 04, 2013			
Sunday, May 05, 2013			
Monday, May 06, 2013	Facilities Management	EDRE (Emergency Deployment Readiness Exercise) - Lead Campus Wide Effort	Campus Wide (Complete)
Tuesday, May 07, 2013	Facilities Management -- Operations	Classroom Readiness Projects -- ends early August	E&G Classrooms
Wednesday, May 08, 2013	Facilities Management -- South Zone	SHRL Camps and Conferences -- June through early August	Housing
Thursday, May 09, 2013	Facilities Management -- MPP/MIC	95 Active Summer Projects -- Ongoing into early fall	Various areas across campus ** Attach MPP and MIC project list here if desired???
Friday, May 10, 2013			
Saturday, May 11, 2013			
Sunday, May 12, 2013			
Monday, May 13, 2013	1. Auxiliary 2. Parking	1. Facilities summer work order summition begins May 13-Ends August 23. 2. Change out parking Equipment at WCG will begin May 13- End June 5.	1. Facilities, UH Dining 2. Parking, Welcome Center
Tuesday, May 14, 2013	Facilities Management	Emergency Planning -- Hurricane Season -- includes Disaster Restoration contract (Cotton); Emergency Binders -- All campuses	Campus Wide (Complete)
Wednesday, May 15, 2013			
Thursday, May 16, 2013	Facilities Management	Cultural Training - Becoming a Residential Campus - expanding shifts to first, first swing and second to support increase in student living/activities in all Student Affairs and Campus Facilities -- Ongoing & Service/Cultural Shift embedded in all activites & efforts; annual retreat held to review and plan for all activities with 45+ leadership staff	Campus Wide
Friday, May 17, 2013	Facilities Management -- All	Vehicle Replacement Plan - MAPP & Expanded staff, 5 year plan developed	Completed and submitted
Saturday, May 18, 2013			
Sunday, May 19, 2013			
Monday, May 20, 2013			
Tuesday, May 21, 2013			
Wednesday, May 22, 2013			
Thursday, May 23, 2013			
Friday, May 24, 2013			
Saturday, May 25, 2013			
Sunday, May 26, 2013			
Monday, May 27, 2013	Auxiliary Cougar Card	1.Campus wide inspections begin May 27- ends August 30. 2. GFCI Implementation will begin and end on July 19. 3. Cougar Card Transaction System Replacement will begin and end on August 30. 4. BOA-Flex/Cougar Cash Replishment will begin and end on June 21. 5. Lost Card Program will begin and end August 30.	1. Various buildings. 3. Students, UH Dining, Partners 4. Students, UH Dining 5. Students, UH Police Department
Tuesday, May 28, 2013			
Wednesday, May 29, 2013			
Thursday, May 30, 2013	Facilities Management	Plant Operations Service Newsletter -- Spring 2013 Released	Campus Wide (Spring 2013 Complete)
Friday, May 31, 2013	Facilities Management / Partners	Completion of PREP Command Center for Hurricane Season	General Services Building (Complete)
Saturday, June 01, 2013			
Sunday, June 02, 2013			
Monday, June 03, 2013	Parking	1. Negotiate and sign Summer parking lot maintenance contract from June 3- June 7. 2. Check all campus signage and order new or replacements as needed (includes new shuttle stop signage), continues throughout the Summer	Parking
Tuesday, June 04, 2013			
Wednesday, June 05, 2013	Parking	Change out parking Equipment at WCG will end.	Parking, Welcome Center
Thursday, June 06, 2013	Parking Communication and Marketing	1. First six buses arrive June 6- June 12. 2. Install, configure, and test parking equipment in Garage 1A. 3. Send e-mail to WCG faculty/staff parkers regarding WCG changes and Toll Tag option	Parking
Friday, June 07, 2013	Facilities Management	Planned Maintenance & Equipment Management Program - Phase 1 in Progress - Training Ongoing	Facilities Management
Saturday, June 08, 2013			
Sunday, June 09, 2013			
Monday, June 10, 2013	1.2.Parking 3. Facilities Management / Administration	1. Summer parking lot maintenance project will begin June 10- August 12. 2. Wrap buses and install equipment. 3. Partner with A&F to create / develop ebooklet to be shared primarily at Faculty Orientation but also to share at other similar events	1.2. Parking 3. Campus Wide
Tuesday, June 11, 2013	Facilities Management	President's Home EDRE Drill (shutters/response/Cotton) -- being planned	Wortham House
Wednesday, June 12, 2013	Facilities Management	Staff Development programs -- continual development - ongoing	Facilities Management
Thursday, June 13, 2013	Facilities Management	IFMA FMP / SFP -- 45+ staff members certified to date, ongoing Wi	Facilities Management
Friday, June 14, 2013	1. Parking 2. Facilities Management - Partnership / Ride Out Team	1. First three buses wrapped 2. NIMS training emergency staff - FM, ongoing - June/July 2013	1. Parking 2. Facilities Management and Ride Out Team

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Saturday, June 15, 2013			
Sunday, June 16, 2013			
Monday, June 17, 2013	1. Parking 2. Facilities Management -- Resourcing (purchasing) 3. Marketing	1. Start parking equipment installation at Garage 1A 2. MRO Supply Project with Purchasing -- in selection, roll out by 9/1/14 3. Textbook and Meal Plan Scholarship communication begin	1. Garage 1A 2. Campus Wide 3. Bookstore, UH Dining
Tuesday, June 18, 2013	Facilities Management / FM Technical Services	Infrastructure Master Planning, ongoing - Summe 14 - 2 year plan completion	Campus Wide
Wednesday, June 19, 2013	Facilities Management	Edits/Updates to UH Student Handbook for 2013/2014	Campus Wide (Complete)
Thursday, June 20, 2013	Facilities Management -- All	Campus wide utility testing, generators, pumps, gates -- pre hurricane /pre fall pm services and repairs	Campus Wide (Complete)
Friday, June 21, 2013	1. Auxiliary 2. Facilities Management	1. BOA-Flex/Cougar Cash Replenishment will end on June 21. 2. Edits/Updates to UH Graduate Student Handbook	1. Auxiliary 2. Campus Wide (Complete)
Saturday, June 22, 2013			
Sunday, June 23, 2013			
Monday, June 24, 2013	1. Parking 2. Facilities Management -- Zones (north and south)	1. Second six buses arrive 2. UC under Review for potential 9/1 outsourcing (9 staff)	1. Parking 2. University Centers
Tuesday, June 25, 2013			
Wednesday, June 26, 2013	Facilities Management -- Administration	Centralization budget planning for FY 14 & 15 - in draft form pending	All Auxiliaries
Thursday, June 27, 2013	Parking Communications	Video shoot for Cougar Line	Parking
Friday, June 28, 2013	Parking	Summer parking lot maintenance contract signed	
Saturday, June 29, 2013			
Sunday, June 30, 2013	Parking	1. Wrap buses and install equipment will end. 2. Second set of six buses should have arrived.	Parking
Monday, July 01, 2013	1-3. Auxiliary 4. Parking 5. Auxiliary 6. Facilities Management -- MPP / MIC 7. Marketing	1. Best Foot Forward Program-First Notification will be sent out July 1-July 5. 2. Dining- First Residential Dress Rehearsal will begin July 1-July 5. 3. Dining- First Retail Dress Rehearsal will begin July 1- July 5. 4. Break in new buses using summer schedule and test GPS, card readers, and electronic signage will begin July 1- End August 9. 5. Pest Control new team- Versacor contract begins 6. Project Delivery guide - Republished - Summer 2013 7. Textbook and Meal Plan Scholarship application deadline.	1. Vending Partners 2. UH Dining, Cougar Woods, Fresh Food Co. 4. Parking 5. Auxiliary, Facilities 6. Campus Wide 7. Marketing
Tuesday, July 02, 2013	Facilities Management -- MPP / MIC	Service Guide - Republished - Summer 2013	Campus Wide
Wednesday, July 03, 2013	Parking	All Garage 1A equipment should be installed, configured, and tested.	Parking
Thursday, July 04, 2013			
Friday, July 05, 2013	Facilities Management -- MIC / Dean Oliver	Signage Pilot - initial	Pilot Area / pending installation
Saturday, July 06, 2013	Parking	New buses 4 - 7 arrive on campus	Parking
Sunday, July 07, 2013			
Monday, July 08, 2013	1. Auxiliary 2. Parking 3. Cougar Card, Communications and Marketing	1. Soft Launch- BOA Project 2. Summer parking lot maintenance project will begin - July 8 - August 12. 3. VTS station service discontinued, signage posted How to added to cougar card website: How to replenishing cougar cash and how to deposit flex to cougar card	1. Auxiliary 2. Parking Lots 3. various locations
Tuesday, July 09, 2013			
Wednesday, July 10, 2013			
Thursday, July 11, 2013	Parking	New buses 8 - 12 arrive on campus	
Friday, July 12, 2013	Auxiliary	Dining- Residential Dress Rehearsal will end	Cougar Woods, Fresh Food Co.
Saturday, July 13, 2013			
Sunday, July 14, 2013			
Monday, July 15, 2013	1-2. Auxiliary 3.4. Parking 5. Facilities Management -- Zones (north and south) 6. FP&C 7. Admissions	1. Vendor machine replacements will begin July 15- ends August 16. 2. UC Bookstore Dress Rehearsal will begin July 15-August 16. 3. Start wrapping remaining shuttle buses. 4. ETA to start insatalling GPS system (Cougar Trax). 5. New housing (SHRL Planning) -- staffing & transition maintenance & custodial (Cougar Village 1 & 2 / Cougar Place) 6. CVII Site Fence Removal (tentative start date) 7. Advising Registration for Transfer Students (ART)	Various buildings, University Center Bookstore Parking SHRL CVII
Tuesday, July 16, 2013	1. Parking 2. Facilities Management / MPP / MIC 3.4. Admissions	1. Start network configuration and testing at Garage 1A 2. Project Delivery Annual Training (RS Means / OSHA / Safety), and 3. New Student Orientation 4. Cougar Carnival- Lynn Eusen Park 5pm-11pm Organization Fair during Freshmen Orientation	1. Garage 1A 2. Facilities Management 3. Campus Wide 4. Facilities Management
Wednesday, July 17, 2013	Admissions	New Student Orientation	Campus Wide
Thursday, July 18, 2013	1. Admissions 2. Admissions	1. New Student Orientation 2. Cougar Carnival- Lynn Eusen Park 5pm-11pm Organization Fair during Freshmen Orientation	1. Campus Wide 2. Facilities Management
Friday, July 19, 2013	1. Auxiliary 2. Admissions	1. GFCl Implementation will be completed. 2. New Student Orientation	1. Auxiliary 2. Campus Wide
Saturday, July 20, 2013			
Sunday, July 21, 2013			

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Monday, July 22, 2013	1-2. Auxiliary 3. Parking Communication and Marketing 4. Admissions	1. Welcome Center patio will be power washed, and umbrella's will be installed between July 22- August 9. 2. Bookstore- Law and Fan Shop Dress Rehearsal will begin. 3. Newsletter and Garage letters will be ready mailing along with parking permits. 4. Advising Registration for Transfer Students (ART)	Welcome Center, Bookstore- Law/Fan Shop 4. Campus Wide
Tuesday, July 23, 2013	Parking	ETA to complete installing GPS system (Cougar Trax)	Parking
Wednesday, July 24, 2013	1. Parking 2. Facilities Management -- Solid Waste/Grounds 3. Marketing 4. Admissions	1. Start breaking in and testing new shuttle buses and GPS system 2. Street Sweeping 3. Benefits Fair 4. Advising Registration for Transfer Students (ART)	1. Parking 2. Campus Wide 3. UH Dining, Parking, Sustainability 4. Campus Wide
Thursday, July 25, 2013	Facilities Management Initiative	Full Release of FM Sustainability Profile / program -- end of July release	Campus Wide
Friday, July 26, 2013	1.2. Auxiliary 3. Facilities Management -- Partners	1. UHS Administrator Retreat will be held in the UHDS conference room. 2. Dining- Retail Dress Rehearsal will end July 26. 3. Building Coordinator Quarterly Pre-Fall Meeting (late summer 2013 - date to be discussed)	1.2. UH Dining, Parking, Vendors 3. Campus Wide
Saturday, July 27, 2013	1. Parking 2. Facilities Management - Grounds	1. Bus wrapping complete 2. Annual Summer Clean Up Project (Clean Up Day)	1. Parking 2. Campus Wide
Sunday, July 28, 2013			
Monday, July 29, 2013	1. Auxiliary 2. Admissions	1. UCS Seating/Booth repairs will begin July 29- August 16. 2. Advising Registration for Transfer Students (ART)	1. UH Dining, Fresh Food Co. 2. Campus Wide
Tuesday, July 30, 2013	FP&C	Remove site fence at Garage 1A (week of)	Garage 1A
Wednesday, July 31, 2013	Admissions	Advising Registration for Transfer Students (ART)	Campus Wide
Thursday, August 01, 2013	1. Facilities Management -- MPP / MIC 2. Communications and Marketing	1. Bayou Oaks Renovation / Transition Plan -- full fraternity renovation 2. Parking newsletter printed and ready to mail with permits	1. SHRL 2. Parking
Friday, August 02, 2013	Facilities Management -- Auxiliary Services	Food & Dining Equipment PM's, Project Cleaning & Equipment repairs	Food / Dining
Saturday, August 03, 2013			
Sunday, August 04, 2013			
Monday, August 05, 2013	1-2. Auxiliary 3. Parking 4. Facilities Management	1. Best Foot Forward Program- Second notification will be sent out August 5- August 9. 2. Second Partner Dress Rehearsal will begin August 5- August 9. 3. Finalize staffing for first week of classes to include garages and Information Booth 1. 4. Distribution of 5000 postcards and key fobs marketing Facilities Service Center to residential students	1. Vending Partners 2. Copy Center, McAlister's Deli, Tealicious, Chinese Star. 3. Parking 4. SHRL
Tuesday, August 06, 2013	1. Auxiliary 2. Marketing	1. Meeting with Versacor Pest Control, Auxiliary, and Custodial services team. 2. Textbook Loan Communication begins	1. Auxiliary, Facilities. 2. Bookstore
Wednesday, August 07, 2013			
Thursday, August 08, 2013			
Friday, August 09, 2013	Auxiliary	Partners Dress Rehearsals will be completed.	Copy Center, McAlister's Deli, Tealicious, Chinese Star.
Saturday, August 10, 2013	Housing	Back to School Fest	Parking, Housing
Sunday, August 11, 2013			
Monday, August 12, 2013	1-2. Parking 3. Marketing	1. Start running full fleet of new buses. 2. Summer parking lot maintenance will end. 3. Make your Ride Count and Cougar Trax promotion begin August 12- September 6.	Parking Marketing
Tuesday, August 13, 2013			
Wednesday, August 14, 2013			
Thursday, August 15, 2013	Admissions	New Student Orientation	Campus Wide
Friday, August 16, 2013	1-3. Auxiliary 4. Admissions	1. Vendor machine replacements will end. 2. UCS booths repair will end. 3. UC Bookstore Dress Rehearsal will end 4. Advising Registration for Transfer Students (ART)	1-3. Vending Partners, Various buildings 4. Campus Wide
Saturday, August 17, 2013			
Sunday, August 18, 2013			
Monday, August 19, 2013	1-2. Parking 3. Auxiliary 4.5. FP&C 6. Admissions	1. Student Orientations will end. 2. Open Garage 1A 3. Best Foot Forward Program- Final notification will be emailed August 19- August 23. 4. Remove site fence at Central Plant (week before school starts) 5. Remove site fence at Fleming (week before school starts) 6. Advising Registration for Transfer Students (ART) and New Student Orientation	Parking, UHPD Vending Partners 4. Central Plant Area 5. Fleming Building 6. Campus Wide
Tuesday, August 20, 2013	1. Facilities Management 2. Provost	1. Participate in Faculty Orientation Fair - represent for FM Sustainability (Adopt a Spot), Building Coordinator, and Facilities Service Center 2. NFO	1. Campus Wide 2. UH Dining, Parking, Cougar Card, Bookstore, Copy Center, Printing/Postal, Sustainability
Wednesday, August 21, 2013	HR	NFO	UH Dining, Parking, Cougar Card, Bookstore, Copy Center, Printing/Postal, Sustainability
Thursday, August 22, 2013	Parking Housing	Residential Move in begin August 22-August 24. Water Monster Arrive	Housing, Parking, Auxiliary

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Friday, August 23, 2013	1-2. Auxiliary 3. Parking 4. Staff Council	1. Final email will be sent to all vending partners regarding Best Foot Forward. 2. Facilities Summer Work Orders will be completed. 3. Checking all campus signage and order new or replacements will end (includes new shuttle stop signage) 4. Cougar First Impression (CFI)-Welcoming Incoming Freshmen	1-2. Vending partner, Dining, Facilities. 3. Parking 4. Campus Wide
Saturday, August 24, 2013	Parking	Residential Move in end August 24.	Parking, UHPD, Residential Facilities.
Sunday, August 25, 2013	SHRL	Welcome Carnival-ynn Eusan Park 1 PM – 5 PM: Carnival events with DJ, Inflatables, Popsicles, and Drinks.	Facilities Management
Monday, August 26, 2013	1. Parking 2. Facilities Management -- Facilities Service Center 3. Staff Council	1. First week of class, monitor parking garages and lots, assist UHPD with traffic control 2. Call Center Expansion -- 24/352 -- 9/1/13 go live 3. Cougar First Impression (CFI)-Welcoming Incoming Freshmen	1. Parking Lots, Garage's, Auxiliary, UHPD 2. Campus Wide 3. Campus Wide
Tuesday, August 27, 2013	Facilities Management -- Zones (north and south)	Custodial outsourcing phase 2 (Athletics, CRWC, SHRL, Alumni) -- 9/1/13	North and south zones
Wednesday, August 28, 2013	Facilities Management -- Various Areas	Custodial Staff reassignments & retraining -- Auxiliary Areas (43 staff to date reassigned) -- 9/1/13 full implementation date	Auxiliary Areas
Thursday, August 29, 2013	Facilities Management	SHW Temporary Database (FCA/MPP/Renewal Projects Management)	Facilities Management
Friday, August 30, 2013	Auxiliary, Cougar Card	1. Campus Wide Inspections will end. 2. Cougar Card Transaction System Replacement will be fully implemented on August 3. 3. Lost Card Program will be fully implemented.	Various buildings, Auxiliary
Saturday, August 31, 2013			
Sunday, September 01, 2013	Marketing	CougarSAFE will feature MySafeCampus	Compliance Office/HR
Monday, September 02, 2013	Facilities Management / Administration / Operations	Development of classroom program - staff, renewal & database management - Fall 2013	Campus Wide / Provost / Registrar / CRDM
Tuesday, September 03, 2013	Facilities Management / Administration	Expansion of Fire / Life Safety / Renewal & Supporting violation program -- Fall 2013 annual plan for FY14 to be in place; five year CRDM plan, backlog deficiencies and inspection schedule	Campus Wide
Wednesday, September 04, 2013			
Thursday, September 05, 2013			
Friday, September 06, 2013	Parking	Make your Ride Count and Cougar Trax promotion will end.	Marketing
Saturday, September 07, 2013			
Sunday, September 08, 2013			
Monday, September 09, 2013			
Tuesday, September 10, 2013			
Wednesday, September 11, 2013			
Thursday, September 12, 2013			
Friday, September 13, 2013			
Saturday, September 14, 2013			
Sunday, September 15, 2013			
Monday, September 16, 2013	Facilities Management	Plant Operations Service Newsletter -- Summer 2013	Campus Wide
Tuesday, September 17, 2013			
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Friday, October 25, 2013			
Saturday, October 26, 2013			
Sunday, October 27, 2013			
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Wednesday, October 30, 2013			
Thursday, October 31, 2013			
Friday, November 01, 2013			
Saturday, November 02, 2013			
Sunday, November 03, 2013			
Monday, November 04, 2013			
Tuesday, November 05, 2013			
Wednesday, November 06, 2013	Facilities Management -- Zones (north and south)	McLemore Asset, Training, and QA Project -- Custodial -- Winter 20	Campus Wide
Thursday, November 07, 2013			
Friday, November 08, 2013			
Saturday, November 09, 2013			
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