

TO: Deans, Directors and Department Chairs

FROM: Van Dobson,  
Assistant Vice Chancellor for Facilities Services

SUBJECT: Budget cuts to impact services

DATE: August 6, 2009

#### MEMORANDUM

The campus community will likely notice some modifications to the services provided by the Facilities Services Division due to the cuts in state appropriations to the University's budget. Facilities Services is responsible for maintaining and operating campus facilities and grounds through services that include building repair and maintenance, minor renovations and construction, grounds services, housekeeping, waste reduction and recycling, energy management and mail services.

Over the past several months, Facilities Services has made adjustments to operations and taken proactive cost-saving measures to support the University during these tough financial times. Most recently, processes such as mail sorting and delivery have been streamlined, and a second-shift Maintenance shop has been created in order to reduce overtime costs. In addition, Campus Maintenance shops are being restructured from the current zone organizational structure back to a trade organizational structure. This arrangement maintains the advantages of multiple shops strategically located on campus.

All measures taken by the Facilities Services Division have focused on minimizing the impact on faculty, staff and students. However, with the increasingly challenging budget situation, some noticeable impacts to services have proven to be unavoidable. Some specifics include:

• Reduction in office cleaning from five days per week to two days per week;

• Service level reductions in Grounds maintenance;

• Service level reductions in Building Services;

• Elimination of exterior window washing; and

• Charging for moving services, effective Tues., Sept. 1 (there will be no charge for moves that have already been scheduled to take place after Sept. 1).

As always, Facilities Services remains committed to providing the highest-quality services to you in spite of the budget reductions and the recent economic hardships.

If you feel you are experiencing any major disruptions due to these changes within Facilities Services, please feel free to contact me at 962-0761 or by e-mail at [van.dobson@fac.unc.edu](mailto:van.dobson@fac.unc.edu).

This email is sponsored by: Facilities Services

