

Forgiven Leave Details

The Clemson University Office of Human Resources received guidance from the State Office of Human Resources regarding hazardous weather conditions for Feb. 17 and 18, 2015. For offices in Pickens County, which includes the main campus, Governor Haley has forgiven leave for regular, time-limited and temporary grant state employees for the following work periods:

1. [Feb. 17, 2015](#), 8 a.m. – noon
2. [Feb. 18, 2015](#), 8 a.m. – 10 a.m.

Essential employees that were required to work during this time should earn compensatory time on an hour-for-hour basis for the hours worked. Employees who complete timesheets are advised to add “Emergency Closing” on the timesheet for any forgiven missed work time.

Unforgiven Leave

The governor’s decision to provide leave with pay for this weather event left portions of the closure **unforgiven**. Employees must account for missed work time for the following work periods:

1. [Feb. 16, 2015](#) starting at 2:30 p.m.
2. [Feb. 17, 2015](#) from noon to 12:30 p.m.

Employees should complete one of the following actions listed below to account for the unforgiven time:

- **Enter annual leave or compensatory time by March 6, 2015.**
- Work with supervisors to make up the time by March 31, 2015.
- Request leave without pay by March 20, 2015.



The State Office of Human Resources **has not provided guidance regarding hazardous weather conditions resulting in the university closing between Feb. 25-26, 2015.** Additional information will be provided as it becomes available



Safety Growl News

Sergeant Karl Kaylor, CU Police Department held an Active Shooter Training during a GROWL session.

Sergeant Kaylor recommended the DHS (Department of Homeland Security) website as a source for additional information.

<http://www.dhs.gov/active-shooter-preparedness>

To view a 3 minute “Options for Consideration Active Shooter Preparedness Video” go to:

<http://www.dhs.gov/video/options-consideration-active-shooter-training-video>

The following information was taken from DHS’ Active Shooter Pocket Card:

COPING WITH AN ACTIVE SHOOTER SITUATION

- Be aware of your environment and any possible dangers
- Take note of the two nearest exits in any facility you visit
- If you are in an office, stay there and secure the door
- Attempt to take the active shooter down as a last resort

PROFILE OF AN ACTIVE SHOOTER

An active shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area, typically through the use of firearms.

CHARACTERISTICS OF AN ACTIVE SHOOTER SITUATION

- Victims are selected at random
- The event is unpredictable and evolves quickly
- Law enforcement is usually required to end an active shooter situation

HOW TO RESPOND WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

1. RUN

- Have an escape route and plan in mind
- Leave your belongings behind
- Keep your hands visible

2. HIDE

- Hide in an area out of the shooter’s view
- Block entry to your hiding place and lock the doors
- Silence your cell phone and/or pager

3. FIGHT

- As a last resort and only when your life is in imminent danger
- Attempt to incapacitate the shooter
- Act with physical aggression and throw items at the active shooter

CALL 911 WHEN IT IS SAFE TO DO SO

HOW TO RESPOND WHEN LAW ENFORCEMENT ARRIVES

- Remain calm and follow instructions
- Put down any items in your hands (i.e., bags, jackets)
- Raise hands and spread fingers
- Keep hands visible at all times
- Avoid quick movements toward officers such as holding on to them for safety
- Avoid pointing, screaming or yelling
- Do not stop to ask officers for help or direction when evacuating

INFORMATION YOU SHOULD PROVIDE TO LAW ENFORCEMENT OR 911 OPERATOR

- Location of the active shooter
- Number of shooters
- Physical description of shooters
- Number and type of weapons held by shooters
- Number of potential victims at the location



Birthdays



March

3/1 John Morgan
 3/5 Gregory Lawrence
 3/5 Sherry Newton
 3/8 Cecelia Jackson
 3/9 Scott Hallquist
 3/9 Gary Shaw
 3/10 Chris Addis
 3/11 Brad Hill
 3/12 Lisa McElveen
 3/13 Ed Moller
 3/14 Lan Zhi Chen
 3/16 Daniel McAnulty
 3/16 Allen McLane
 3/16 Lisa Stovall
 3/17 Furman Stewart
 3/18 Cheryl Ruff
 3/20 Phillip Addington
 3/21 Bob Wells
 3/22 Chris Fleischer
 3/22 Wesley Smith
 3/24 Tim Dantz
 3/25 Derek Ham
 3/25 Bill Muth
 3/27 Keith Martin
 3/27 Herb Parham
 3/28 Odean Bush
 3/28 Arpit Singh
 3/31 Betty Alexander
 3/31 Dwight Watson

April

4/2 Ben Bottoms
 4/3 Jarvis Dennis
 4/4 Vicki Durham
 4/4 Justin Mauldin
 4/5 Rick Owens
 4/7 Joe Hightower
 4/9 Carl Austin
 4/9 Tony Cantrell
 4/9 Bret McCarley
 4/9 Tom Minor
 4/10 Bo Akinkuotu
 4/10 Charles Poole
 4/10 Calvin Wheaton
 4/11 Tanya DeOliveira
 4/11 Tim Nix
 4/14 Jeff Baker
 4/17 Marlin Norris
 4/20 Ronnie Poore
 4/22 Judy Austin

April (Continued)

4/22 Brady Massey
 4/23 Gary Whitner
 4/23 Mary Whitner
 4/28 Terry Green
 4/29 Ashley Reynolds
 4/29 Edna Sims

May

5/1 Van Hawkins
 5/3 Don Brewer
 5/4 David Finger
 5/4 James Morgan
 5/7 David Martin
 5/7 Bobby Roach
 5/8 Robin Newberry
 5/9 Brenda Crowe
 5/9 Dennis Holt
 5/9 Bryson Thomas
 5/12 Russell Coker
 5/12 Kirk Hunter
 5/14 Dan Huisenga
 5/14 Ben Quarles
 5/15 Roxie Hicks
 5/20 Larry Kastner
 5/22 Tim Harvey
 5/22 Louis Lacio
 5/23 Bertie Carter
 5/24 Cindy Owens
 5/25 Ricky Brown
 5/25 Andy Dickson
 5/25 Dariusz Szemraj
 5/28 Channon Chambers
 5/29 Keith Jones
 5/31 Boyce Woolbright

New Hires



Brad Hill—Central Area
 James Shoemaker—East Area
 Lawrence Hendricks—Interior Utilities
 Gregory Lawrence—West Area
 Dan Huisenga—Interior Utilities
 Joseph Kassab—Interior Utilities
 Chris Taylor—Landscape Services

Retirees

Melvin Sexton—Central Area
 Lee James—Landscape Services
 Jack Janney—Central Energy Facility



Wellness Benefits

The Public Employee Benefit Authority (PEBA) and Clemson University are offering free ways to get healthier in 2015. If you are enrolled in the Savings Plan or Standard Plan, your wellness benefits include:

- Free 2015 preventive worksite screening available at The Joseph Sullivan Center. Go to <http://www.clemson.edu/centers-institutes/sullivan/cuwell1/> to learn more and schedule an appointment.
- Free generic drugs for up to 12 months. Go to <http://www.eip.sc.gov/wellness> for more details on how you may receive 12 months of free generic drugs that treat conditions such as high blood pressure, high cholesterol, congestive heart failure or diabetes.
- Free shingles vaccine if you are 60 or older. Go to <http://www.eip.sc.gov/wellness> for more details.
- Visit OHR/Wellness and explore all the components of “wellness” benefits available to you! For example, those offered through Fike Recreation Center include new group fitness classes, personal training, and small group training. Go to <http://www.clemson.edu/employment/wellness/index.html> to learn more.

You may also call PEBA toll free at 888-260-9430 for information about the free generic drugs for up to 12 months or the free shingles vaccine.

If you have information, an article, upcoming event or compliment you would like included in future Facilitator issues, please send the information to:

Colleen Caracciolo
colleec@clemson.edu
 656-4604



Email to Boyce Woolbright:

Boyce,
I would like to take a few moments to commend William's East Area Shop on the past few weeks of hard work and dedication.

In December, over the Christmas Break, Lisa McElveen, Marlin Norris, Jon Lundberg and Brad Goff disassembled the three old distillers in the penthouse of the BRC to make room for the new RO Water System that was installed the next day. The new RO System kept going into alarm for low water pressure and tripping the unit out. William and his crew quickly determined that the water pressure regulator was bad supplying only thirty-five PSI to the penthouse.

On January 29, 2015, Marlin Norris and Jon Lundberg came in at 6:00 AM to install the new water pressure regulator. The water was back in service by 8:00 AM. This solved my problem and helped the restroom facilities flush better resulting in less future work orders.

Much thanks and appreciation to William and the East Area Shop for all that they do in keeping the BRC/LSF running as smoothly as possible.

Thanks Again!
Joe

Joe Dodson, Building Manager
Life Sciences Facility, Room 042,



Email to Bob Wells:

Bob,

Boyce called me the day after we spoke on the phone to let me know that his team was addressing the septic odor issue in the Union. He took the time to explain to me, in detail, what he believed the root cause was, the corrective measures needed, and the time to expect completion by. I could tell that your team was taking this seriously and were willing to correct it, even though some of the steps to do so required some very tedious, uncomfortable and "nasty" work, to put it delicately.

I have since followed up with the individuals on the 8th floor of the Union and they indicated that the odors have subsided and they are very pleased and grateful.

I thank you for both for (cross my fingers) resolving this issue and the level of professionalism and customer service provided throughout the process.

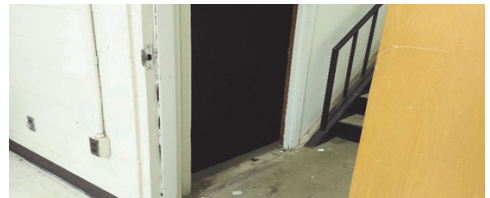
MATT BUNDRICK
President | Staff Senate



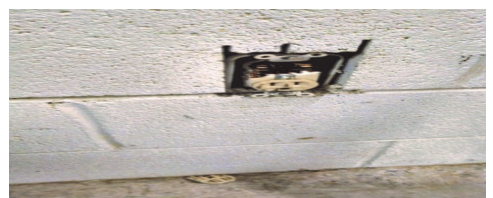
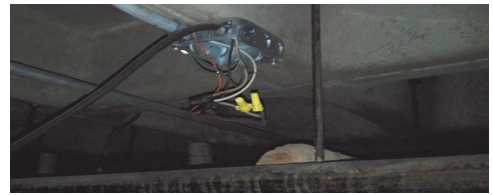
Snow photo's courtesy CU Facebook page

February / March Top Safety Incentive Hazardous Conditions Reported

Fall Hazard (no steps) (4ft drop off)



Electrical Hazards



Trip Hazard



Hazard photo's provided by Tim Nix