

# UNH Facilities Professional Development Program

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MS in Program  
Winter 2017

GRADUATE STUDIES  
Granite State College  
UNIVERSITY SYSTEM OF NEW HAMPSHIRE

# Implement the Process



- Evaluate the Training Needs, Identify type of Training Needed
- Create an Electronic Course Catalog and Registration Page – make or buy
- Design an Electronic Approval Process – make or buy
- Track Training by Employee Measurement Against Goals Reporting
- Create an Evaluation Process for Quality Measurements of the Program QA/QC

**Facilities Professional Development**  
Advance Your Career, Enhance Your Skills

Search our **Calendar of Events** to find a course that's right for you.

**Upcoming Courses**  
For details, and to register, click the name of the course

**FAMIS-to-Go New Hire Basic Training**  
6 Leavitt Lane  
Large Conference Room 104 E  
Thursday, March 16, 2017 8:00-9:30 a.m.  
Thursday, April 20, 2017 8:00-9:30 a.m.

**FAMIS Space Survey**  
1 Leavitt Lane - Room 125  
Thursday, March 23, 2017 9:00-11:30 a.m.

**FAMIS-to-Go Advanced Training**  
6 Leavitt Lane  
Large Conference Room 104 E  
Thursday, April 6, 2017 8:00-9:30 a.m.

**FAMIS - New Hire Navigation Timecard Entry**  
1 Leavitt Lane - Room 125  
Thursday, April 13, 2017 8:00-10:30

**Other available courses and training opportunities**

- Chemical Environmental Management System (CEMS)
- Lynda.com
- International Facilities Management Association (IFMA) Courses
- APPA Training

**Requests And Resources**

- Campus Master Plan
- Campus Maps
- Construction Map
- Professional Development

**Welcome to UNH Facilities**

The UNH Facilities Division provides comprehensive services to the UNH campus through our four units: **Campus Planning, Energy and Utilities, Facilities Services and Facilities Project Management.**

**Our Mission Statement**  
UNH Facilities are stewards of the University campus, providing a safe, accessible and attractive physical environment while efficiently using resources and planning for the future needs of the University.

**UNH Campus Aerials**

**Facilities Control Center: (603) 862-1437**

Call us for any and all Facilities-related requests, including:

- Project management
- Maintenance
- Energy (including heating and cooling issues)
- And more

For non-emergency issues, please enter service on **FAMIS.**

If you have a personal, medical or health issue that may be impacted by the work to repair or replace a facility, please include this information on the request form to 862-1437 or in the "Description" field of the "Request Form." Include a best estimate of the impact.

**What's New in Facilities**

- Eversource Seacoast Reliability Project: Open Community Letter
- Regarding a proposed electric transmission project affecting the towns of Madbury, Durham, and Portsmouth.

# Project Process



Develop a Professional Development Program for employees to enhance their skills to keep current with existing or future positions by April 1, 2017.

- Create a team – April 2016
- Develop a Charter, Plan and Schedule
- Weekly Meetings to Track Progress, Assess Risks, Assign Tasks and Update Schedule
- Complete project
- Market project to employees
- Continually Perform Quality Assurance
- Celebrate Success

