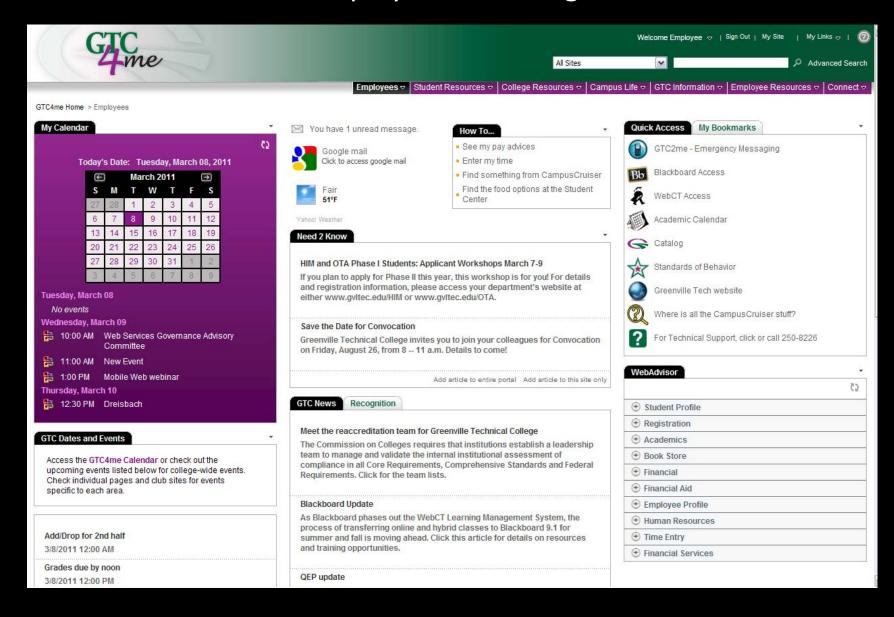
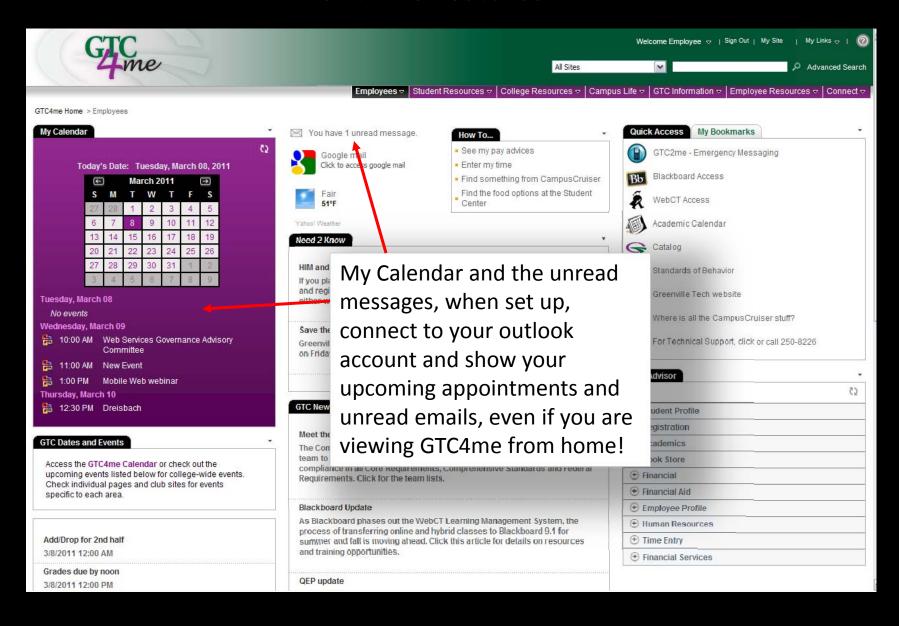
Take a Virtual Tour of

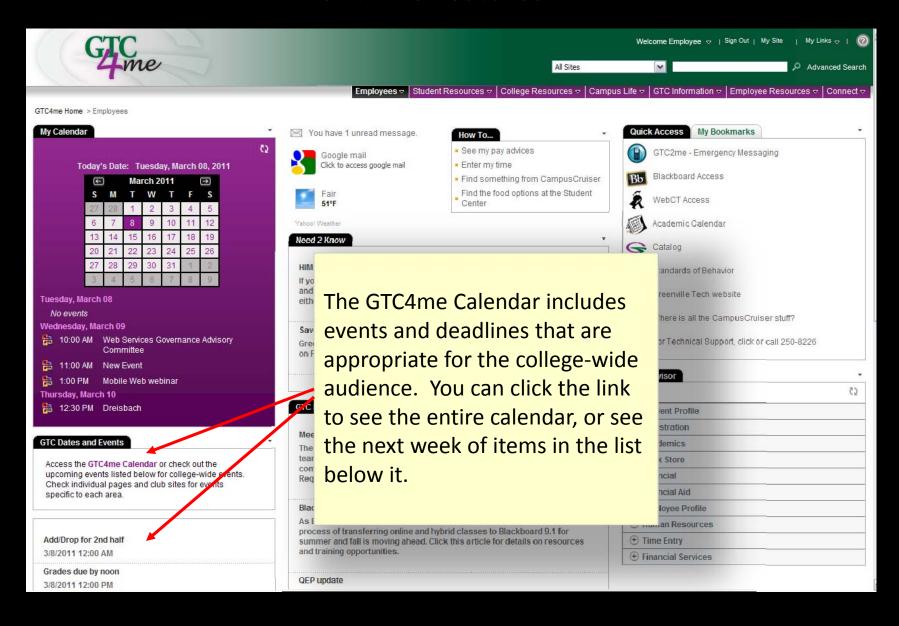


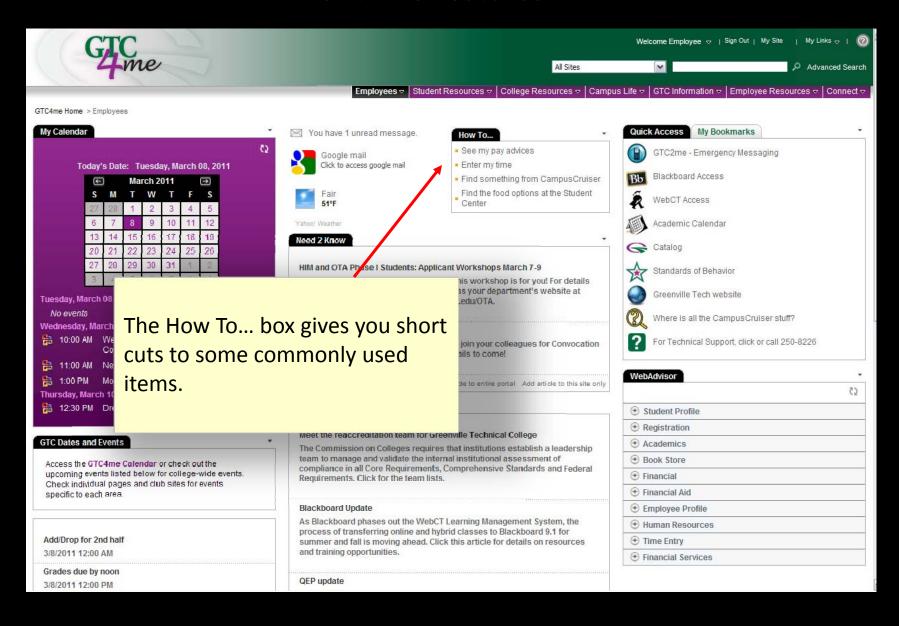
Employee edition March 2011

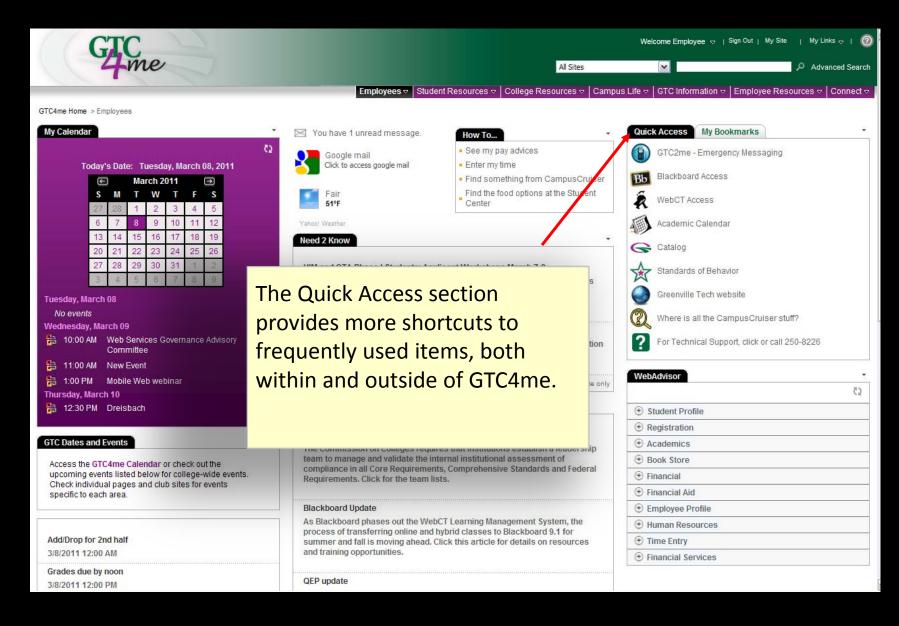
Employees Front Page

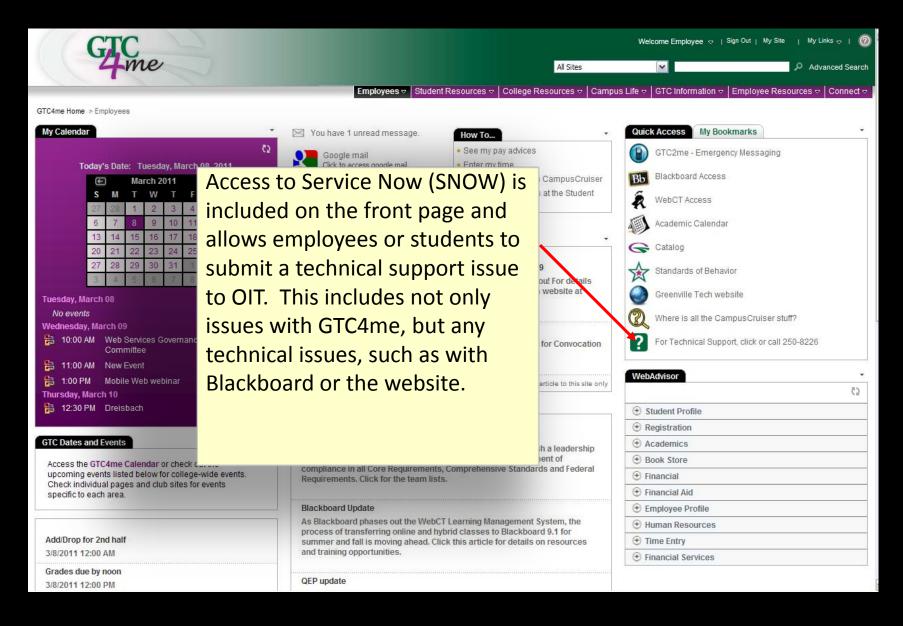


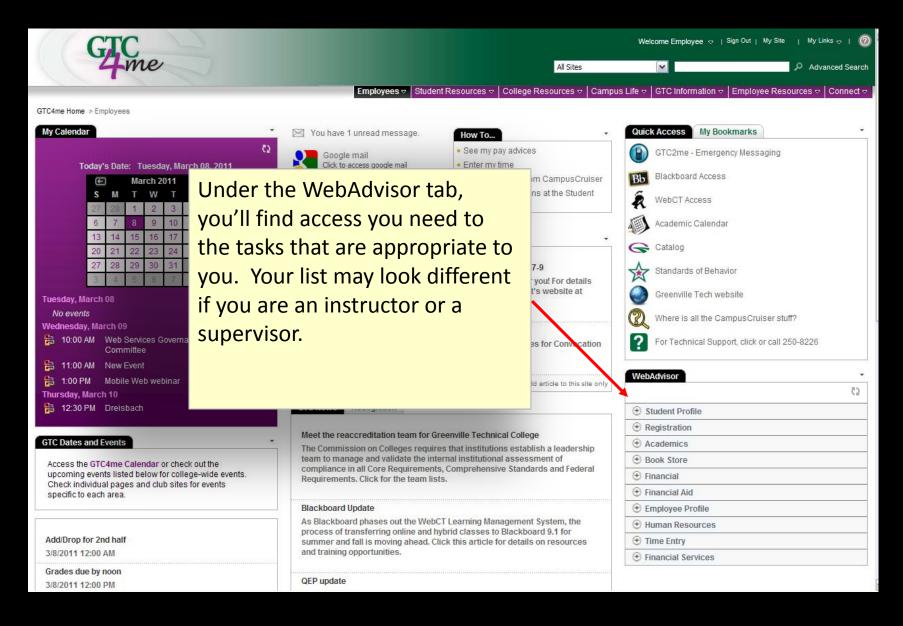


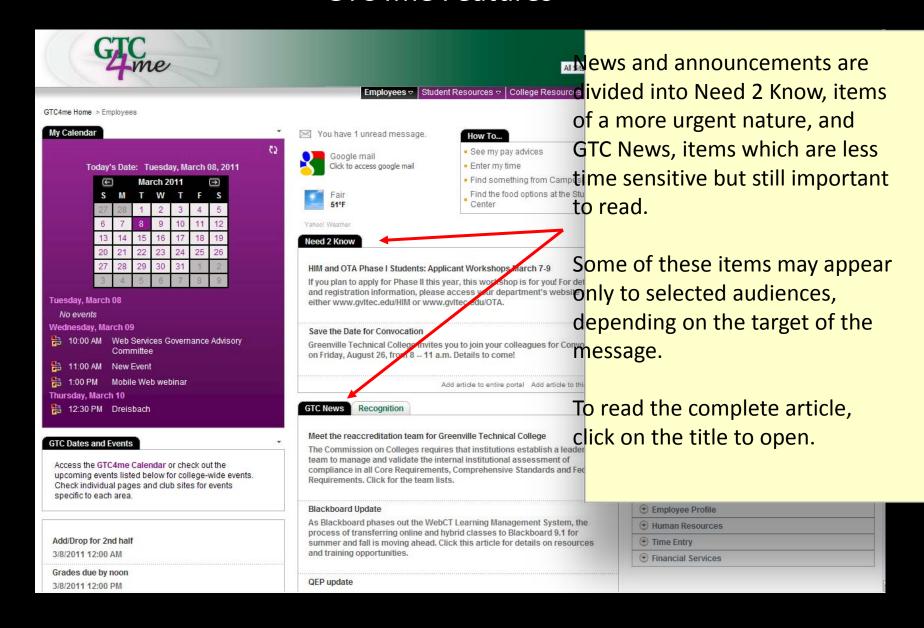


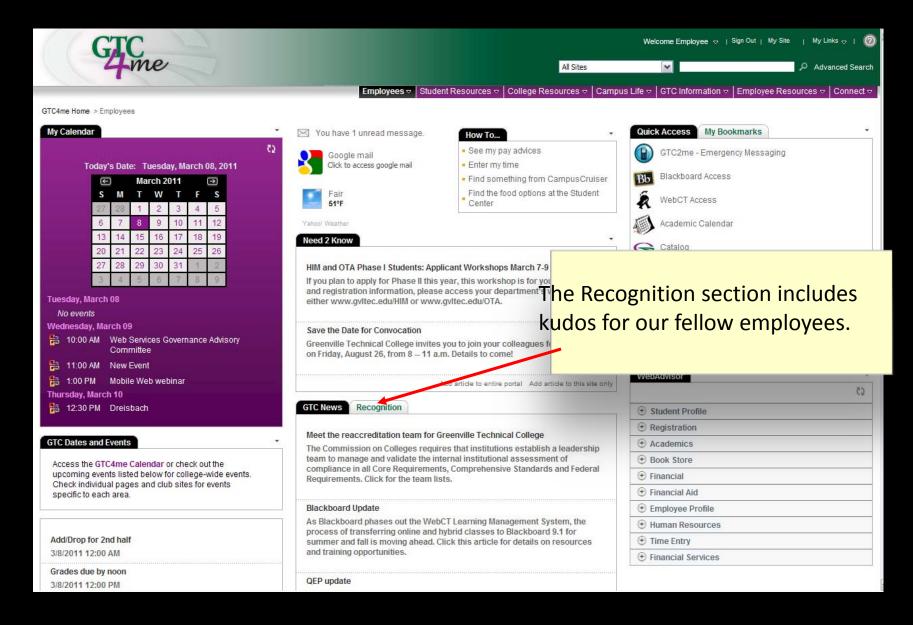


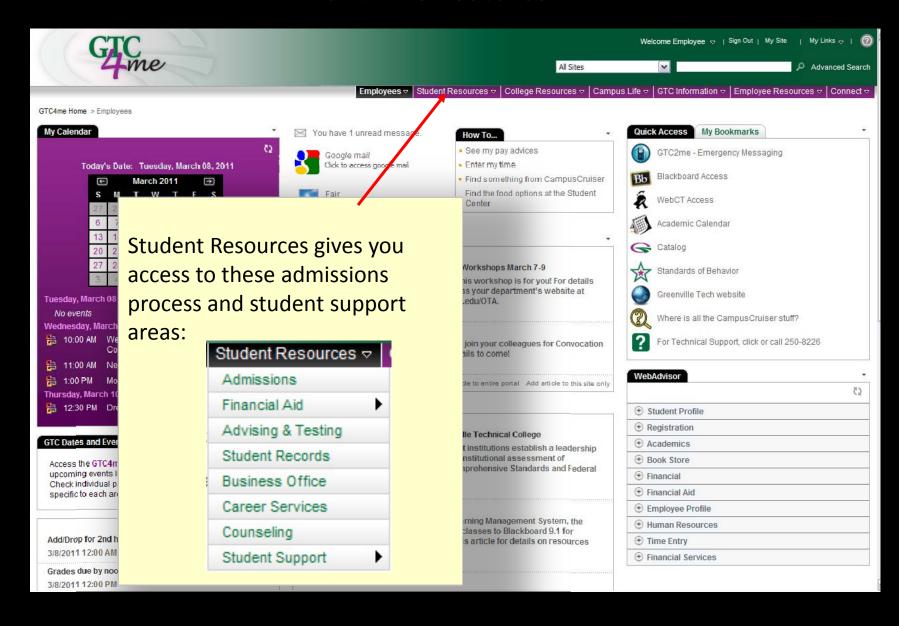


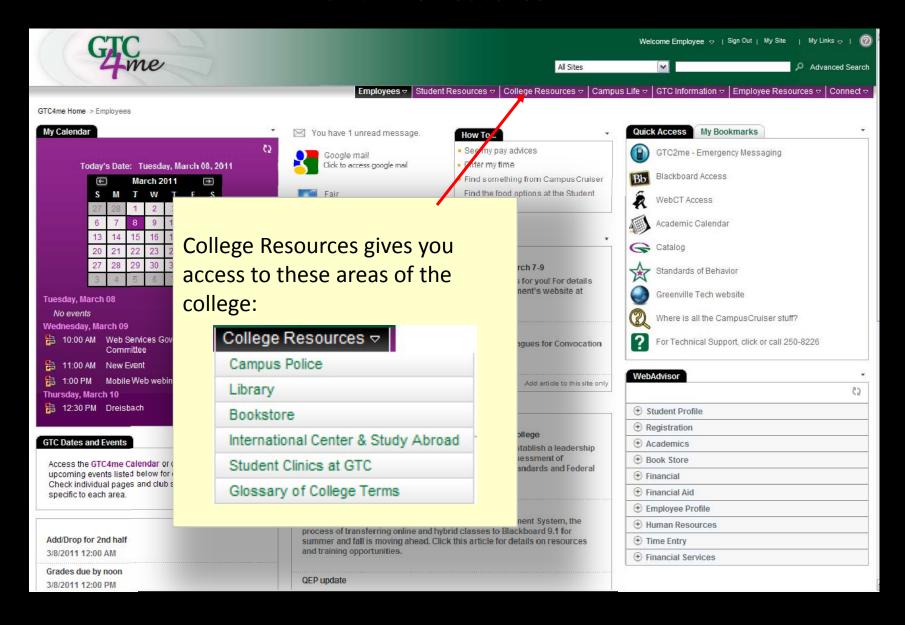


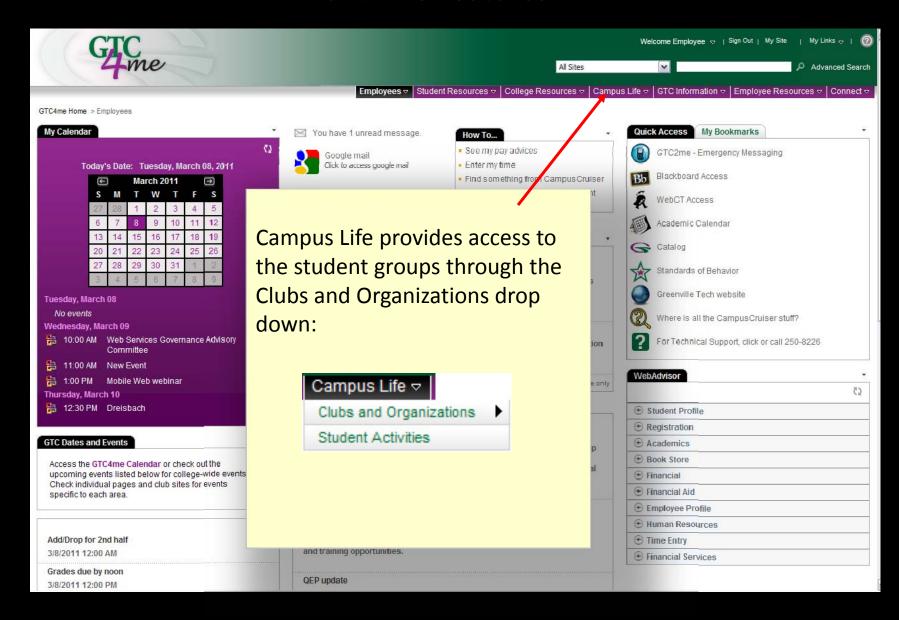


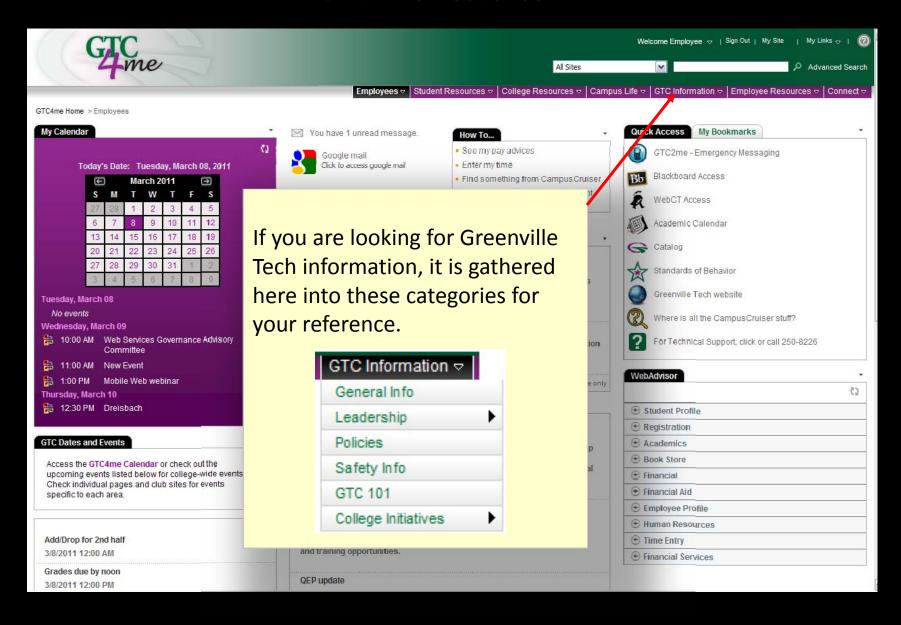


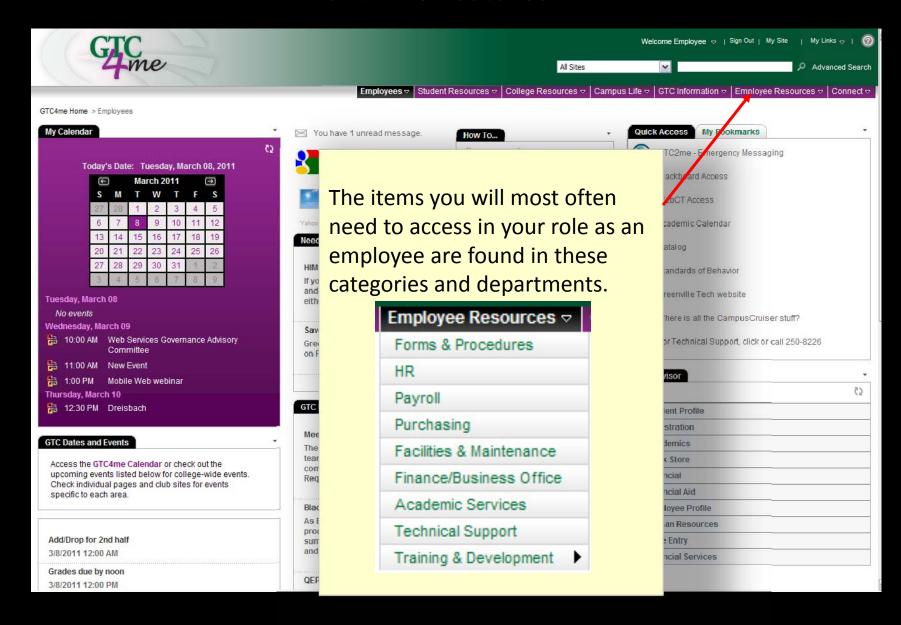


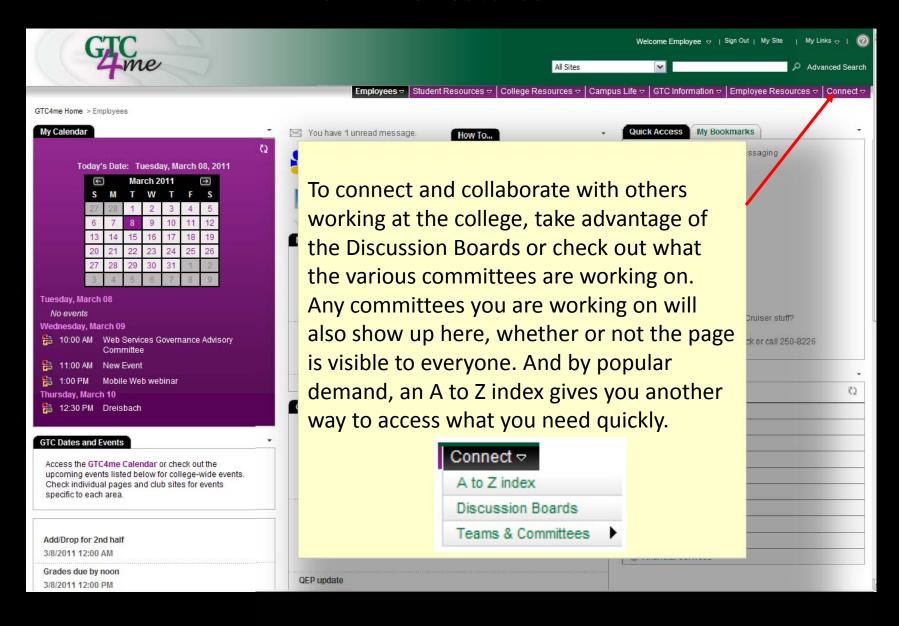




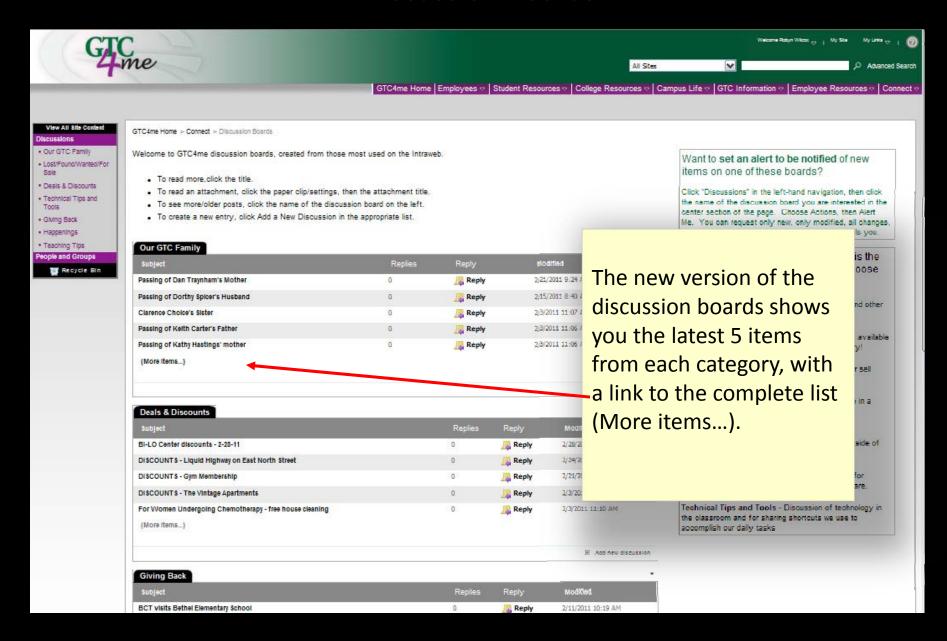




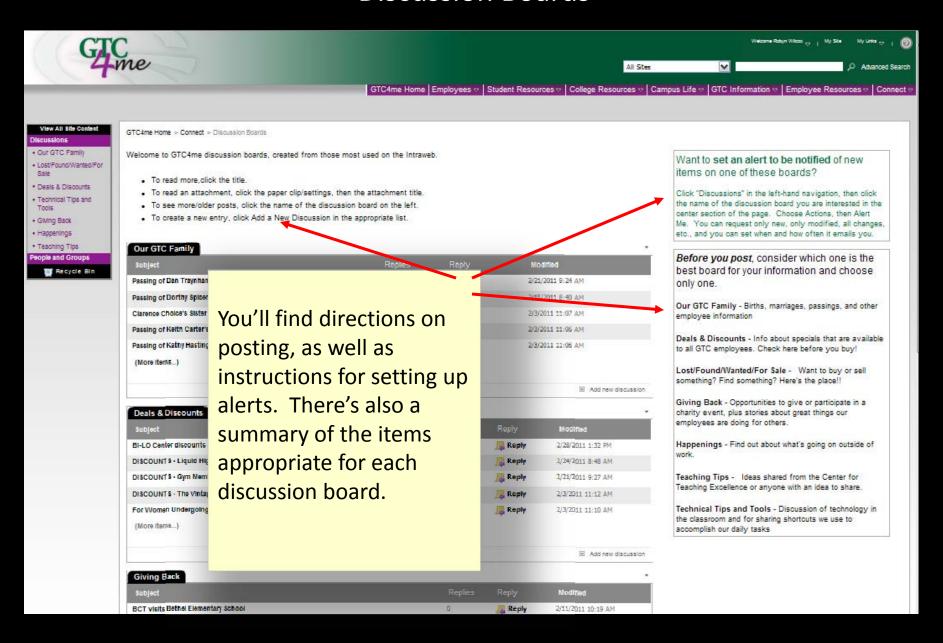




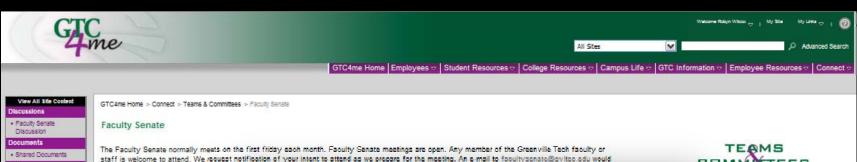
Discussion Boards



Discussion Boards



Team sites



sites
People and Groups

Recycle Bin

Current member directory

Faculty Newsletter - November 2010 @

Please download the attached .pdf file of the Faculty Newsletter - February 2011

Please download the attached .pdf file of the

Faculty Senate now has a new email address:

Faculty Senate Newsletter - August 2010 - Spe

Please download the attached .pdf file of the

gtc faculty senate minutes 01_08_10

gtc_faculty_senate_minutes_02_05_10

gtc faculty senate minutes 04_09_10

gtc faculty senate bylaws final 100507

gtc faculty senate minutes 05_07_10 gtc faculty senate minutes 05_11_10

gtc faculty senate minutes 08_06_10

gto faculty senate minutes 09_10_10

gtc faculty senate minutes 10_01_10

gtc faculty senate minutes 100305

Announcements

by Robyn VVIIcox

by Robyn VVIIcox

New Email Address

Shared Documents

(More Items_)

by Robyn Willcox

Announcements

Pictures Lists

> Each team site, whether it is for a student club or an employee committee, can include a space for static information, announcements, shared documents, events, links and discussion boards. The arrangement of these items is very customizable, as is the permission for who can see or edit the content. These groups can also use the space to communicate with members between meetings without filling up the email box.



often it emails you.

Who to contact?



GTC4me Home > Employee Resources > Facilities & Maintenance

| Site Links |
|--------------------------|
| Forms & Procedures |
| HR |
| Payroll |
| Purchasing |
| Facilities & Maintenance |
| Finance |
| » Budgets |
| Academic Services |
| Training & Development |
| » Faculty Development |
| » Employee Development |
| Technical Support |

Who do I contact...?

- For routine maintenance, e-mail FRMaintenance for needs such as:
 - Lights need replaced
 - Plumbing issues
 - o RoofLeaks
 - o Whiteboards/Cork Boards hung or removed
 - Painting requests
 - Lost power
 - Minor Electrical needs
 - Keys
 - Doors Problems
 - Stained Ceiling Tiles Replaced
 - Heating/Air Conditioning issues
 - Broken stair/floor tiles
 - o Elevator Problems
- · For an emergency maintenance issue (such as a flood, toilet overflowing) Call 250-8174 or if on a weekend please contact Public
- Safety at 250-8911
- To report a pest control issue? Contact Scott Wilbanks by e-mail or call 250-8281
- For Safety and Environmental Issues Contact Chris Reeves by e-mail or 250-8205
- · About purging old records?
 - Email or phone Scott Wilbanks in records management
- To request certain items in Central Stores? Contact Allison Bullock or Duke Drawdy by email or phone or stop by Central Stores
- · To request certain items be offered for sale in the Bookstore?
 - Email or call Pearl Mauney, Bookstore operational

- For a housekeeping issue, e-mail Custodial Services for needs such as:
 - o Carpet/Floor cleaning
 - o Bathroom supplies
 - o Recycle Bins Emptied
 - o Lock Bins Opene
 - o Spill clean-up

Safety at 250-8911

- For an emergency housekeeping issue Call 250-8146 or if on a weekend, please contact Public
- For a grounds related issue, e-mail William Callahan or call 419-9926 for needs such as:
 - Snow Removal
 - o Grass Cutting /Grounds Issues
 - o Sidewalk maintenance
 - o Litter
 - o Sprinkler Issues
- . For a Renovation Request

Contact Susan McDonald at 250-8442 for the form and quidance

- If I need to move my office?
- Send email to Movers for office move; for just a single large piece of furniture, email or call Bob Coutch
- . For help with a large mailing or a shipment I'm
 - Email or phone--Mandy Topper, Bob Coutch or Scott Wilbanks or Shipping and Receiving at 250-8245
- · To get new equipment properly inventoried? Email or phone--Mandy Topper, Bob Coutch or Scott Wilbanks or Shipping and Receiving at 250-8245
- · To request repairs on a college vehicle? Contact Stephen Cook

Facilities and Maintenance

List of contacts for Facilities, Repair, Maintenance, Logistics, Housekeeping, Records Management and Grounds

All together for easier access -Employee Resources > Facilities & Maintenance