



JOINT INDOOR AIR QUALITY COMMITTEE

Newsletter

Spring 2004

Questions, Suggestions, or Problems?

Contact: **Jeff Fidlin (Chair), x76873** or **Sue Ruggles, x76276**

Welcome to the Spring 2004 edition of the joint Indoor Air Quality (IAQ) Committee newsletter. Our aim is to keep you informed about air quality issues and to help you resolve problems or concerns.

From the Chair...

Good indoor air quality is essential to a productive teaching and learning environment for faculty, staff, and students. We ask your assistance in helping us carry out this important work.

--Jeff Fidlin, Environmental Health and Safety Coordinator

Smoke-Free Entrances

The IAQ Committee has been given the charge of developing a proposal for smoke-free entrances at Milwaukee, South and West Campuses. This project is a result of a meeting held in September 2003 with Todd Poppe, VP Finance; Richard Dries, Director of Operations; Al Evinrude, Director Construction Services; Christy Brown, VP Counsel; and JoAnn Haglund, L587 President, to discuss a response to the Five-Year Progress Report on Indoor Air Quality. The following is Todd Poppe's response:

“Smoke-free entrances should be established at all campuses. The IAQ Committee should work to prepare a proposal to Administration, including recommendations for entrance locations, methods to educate the MATC community and who will enforce the locations. Once the entrances are located, appropriate signage will be installed. This will become a basis for enactment of an MATC Smoking Policy.”

Based on the Spring 2003 IAQ survey response and a review of facilities drawings for the Milwaukee Campus, the committee is recommending that 18 of 37 entrances be designated smoke-free zones. Our review included eight buildings, all entrances/exits including fire exits, volume of traffic, and location of entrances. The designation and size of smoke-free zones will vary depending upon location and volume of traffic.

The North Campus piloted designated smoke-free zones at the start of the 2003-04 school year. Entrances at the South and West Campuses will soon be reviewed and designated. This Spring 2004, the committee will develop a comprehensive proposal, including methods to educate the MATC community and enforce the policy, and forward it to Todd Poppe for further action and Board approval. Employees should watch for further updates or changes on e-mail.

Response to IAQ Five-Year Progress Report

In September 2003, the Joint Indoor Air Quality committee met with VP Finance Todd Poppe, Director of Operations Richard Dries, Director of Construction Services Al Evinrude, and VP Counsel Christy Brown to discuss the college's response to the Five-Year Progress Report on Indoor Air Quality at MATC, submitted by the committee in July 2003.

Our discussion covered long-term, intermediate, and short-term recommendations designed to improve indoor air quality for students, faculty, and staff in order to enhance the teaching and learning environment at MATC.

First on our list was the **C Building**, and ongoing complaints about heat buildup in computer rooms, auto exhaust from the engine repair areas in Upper C, and worn and damaged carpeting. Currently, only the inside rooms have air conditioning, since the building relies on unit ventilators for the outside rooms. The air handling system needs to be upgraded in order to provide air conditioning and adequate ventilation for the entire building.

Before that can happen, the central chiller plant for the Milwaukee Campus needs to be expanded in order to provide additional cooling capacity. The **Chiller Plant Project**, due to legislated budgetary limits, will be performed in stages over the next five years. The design for stage 1 is currently underway. By stage 3 or 4, the first phase of heating, ventilation, and air conditioning (HVAC) design and construction can begin.

In the meantime, the college will work with an outside HVAC consultant to evaluate the **Engine Repair** areas (C150, C152, C180, and C184) and determine what can be done to improve exhaust ventilation. Carpeting and damaged flooring will be replaced as the budget permits. The first phase of flooring replacement was carried out over the semester break.

The **Chemistry** labs on the fourth floor of the C Building have had problems with water leaks, and damaged floor and ceiling tiles. These labs are slated to be relocated to M654-658 as a FY 2004 capital improvement project. The **Printing and Cosmetology** labs in the Main Building will be evaluated by an outside HVAC consultant to improve ventilation and reduce hallway odors. Other areas identified as problem areas will also be evaluated for compliance with the state code. If you have specific concerns, please send them to your representatives on the IAQ Committee.

The IAQ Committee supports the development of an **Indoor Air Quality Management** plan to deal with issues like renovations, water damage, and inspections. The college has agreed to review current procedures against the EPA's Tools for Schools guidelines.

The committee is also committed to the development of a **Hazard Communication** program, as required under state law, which would provide right-to-know training to *all* employees, including the use of **Material Safety Data Sheets**, and emergency and chemical spill procedures. Operations is preparing a HAZCOM program with a training component, but future budgets will need to allocate resources and assign accountability in order for this to occur.

As far as short-term solutions go, the committee is recommending, and the college has agreed, to **ongoing monitoring, maintenance, and/or replacement of air filters, carpeting, floor tiles, drains, lighting ballasts, recycling containers, and dumpsters.**

Based on the results of the Spring 2003 IAQ Survey, the committee recommended **smoke-free zones** at major building entrances, the use of **low-fragrance cleaners**, and **nontoxic dry erase markers**. The college has agreed to a smoke-free entrance policy, and directed the committee to develop a proposal (see article on p. 1). They have also agreed in principle to the other changes.

Construction Services Update

The information below represents current status of significant FY2003-2004 Construction Projects currently in design, being bid and under construction:

Milwaukee Campus Dental Hygiene Clinic Renovation (H115): This project to upgrade selected countertops, casework, plumbing and electrical elements in the Dental Hygiene Clinic is under contract. Construction will occur during off-hours (second shift) and weekends from April 9 through 19, 2004.

Johnson Controls WEI Project – Stages 1&2: This project, started in Fall 2003 and scheduled for completion February 2004, involves upgrading specific HVAC equipment and controls to increase MATC facilities energy efficiency. Johnson Controls is working through the Wisconsin Energy Initiative (WEI), which involves comprehensive energy audits and upgrades, to provide these upgrades.

Exterior Landmark Signs:

South Campus: Main pylon signs at West College and South Howell Avenues are in place; however full electronic display capabilities may not be available for several months as new wireless display control scenarios are being explored.

North Campus: The main pylon signs at the Highland Road main entrances are on hold pending adoption of a new signage ordinance by the City of Mequon. Following adoption of the new ordinance, specific new proposals will be submitted for approval.

Milwaukee Campus MDF/Main Server Complex HVAC Unit Replacements – Stage 1: This is the first of two phases to upgrade HVAC systems at the IT Main Server Complex. The work began in early January, and will end in July 2004. Currently, HVAC equipment to the IT Main Server Complex is aged, inefficient and not reliable. The HVAC system will be upgraded to new, efficient equipment which is sized to handle current and expanding demands of IT equipment. The new HVAC equipment will be connected to the new UPS system and will, also, run off the new standby generator when We Energies power is interrupted.

Milwaukee Campus Chiller Project – Stage 1 (M702): This project is the first phase of a multi-phase effort to upgrade MATC Milwaukee Campus chiller equipment and expand capacity to accommodate facilities air conditioning capacity. This project is in design and will be bid in March 2004, with construction anticipated from May through August 2004.

Milwaukee Campus Student Activity Center & Dining Complex: This project will complete renovation at the third floor of the S-Building. New features will include a College Store, PC Game Area, Soft Lounge with large format video display and additional dining space along the State Street windows. Bid documents are nearly complete, and the project will be bid in late March 2004. Construction will occur from May through August 2004.

Milwaukee Campus T-Building Auto Shop Conversion (T202): This project will renovate the former Auto Shop and convert it to a shop for the Electrician and Criminal Justice Training Program. Two support offices will also be constructed for associated faculty and staff as well as for T & AS projects / initiatives. Documents are out for bid. Construction in this area will occur from the end of March through July 2004.

Milwaukee Campus Culinary Arts Foundational Skills Lab (M617)

Dual Chemistry Lab Complex (M654-M658): These two projects have been combined for bidding purposes. They are currently in design and will be bid in May 2004. Construction in these areas will occur from July-December 2004.

The Culinary Arts Lab will be constructed in the west half of the former 6th Floor Cafeteria Kitchen and serving line. The Dual Chemistry Lab Complex will be constructed in the foot print of two outdated large lecture facilities and one conventional classroom. The lecture facilities will be reconstructed in a more flexible and accessible configuration in Rooms M660 and M662.

Milwaukee Campus Large Lecture Facility (M660-M662)**West Campus Administrative Offices (A104 & A120)****South Campus Protective Services Office Renovation (A121)**

Milwaukee Campus Health Occupations Classroom/ Meeting Complex (H350): These projects were combined for bidding and implementation efficiencies. The projects are currently in design. Construction will occur from June through August 2004.

North Campus 'B' Wing Reorganization – Stage 1 (B216): This project is the first in a series of projects that will convert space formerly utilized for Tool and Die and associated T&AS programs. The project was launched this past summer using minor funds. The first Nursing Lab at North Campus was created in a very basic form. The minor funds spent to date are being reassigned to this project to make the minor funds available for other minor needs at the Mequon Campus. The remaining work will largely involve adding a medical gas system to the hospital bed settings already in place. Field work is anticipated for this coming summer.

North Campus Cisco Lab Infrastructure (A220): This project is nearly complete. Power and data infrastructure was added to this existing PC lab to support the reconfiguration required for the Cisco training scenarios. Updated PC furniture is expected shortly and will be installed as soon as the material is on site.

South Campus T-Wing Roof Improvements: This project will re-roof the west portion of the Technical wing at South Campus, as the existing roof is over twenty-five years old and has been leaking on a more consistent and alarming basis.

The project is in design. Construction will occur from late May through July 2004.

West Campus Electronic Technician Lab Infrastructure Modifications (313 & 319): This project will alter the existing technical bench settings to permit lecture sessions as well as lab activities. The result will be a more flexible lab in terms of scheduling and also freeing other lecture spaces at the West Allis Campus for other programs. The project is in the planning stages and will likely be executed of the coming summer.

Request for Action Update

Over the Fall semester, floor tiles were repaired or replaced in C154, C200, C315, C324, C350, C404, C412, M112, M116, M118, M456, M508, M516, M628, T243, and H100.

During the semester break, floor tiles were repaired in the Chemistry labs C401-C409. The vinyl flooring in the women's shower room M15 was replaced. New flooring or carpeting was installed in C227, C252, C256, C280, C282, C283, C334, S114, and S116 to replace worn or damaged carpeting.

Defective thermostats were recalibrated and replaced in H226 and C219.

In M634 and adjacent anatomy and physiology labs, signage was installed to remind faculty and students to activate exhaust fan timers while labs are in session.

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**INDOOR AIR QUALITY COMMITTEE
Request for Action Form**

Name:

Date:

Campus:

Phone:

Dept:

Room:

Request for Action

Please describe your indoor air quality concern briefly below. Include the room number, department or area, and any suggestions you may have for resolution of the problem.

Return Form to:

Jeff Fidlin, Indoor Air Quality Committee, Milwaukee Campus, M2, Ext. 76873, with copy to Sue Ruggles, Local 212, FH7, Ext. 76276, or Mary Musinsky, Local 587, H116E, Ext. 77851.