

## **6.04 Facility Management**

All Facility Management employees, including student employees, are under the general supervision of the Director of Facility Management. Faculty and staff are encouraged to provide the Facility Management Department with written suggestions concerning the general care of the facilities in which they are located and/or in which they perform their job functions.

Particular needs, as well as irregularities and malfunctions in campus buildings should be reported by email to the Director of Facility Management or by calling the Facility Management Office at extension 2470.