



Florida Agricultural and Mechanical University Board of Trustees Policy

Board of Trustees Policy Number: 2013-01	Date of Adoption/Revision: April 11, 2013
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Subject	University Energy Policy
Authority	Sections 489.145 and 1013.23, Florida Statutes Board of Governors Regulation 21.208 Conservation Element
Applicability	This Policy applies to all University faculty, staff, employees, students and campus community.

I. Policy Statement and Purpose

The Florida Agricultural and Mechanical University (FAMU or University) Board of Trustees is committed to responsible environmental stewardship in all activities associated with the University and establishes the following University Energy Policy (Policy) to provide the manner by which the University will promote its commitment to energy efficiency and conservation to benefit students, faculty, staff, the campus community, and the environment. The University expects active participation by students, faculty and staff to promote the tenets of this Policy in all the communities in which they interact.

II. Temperature Set Points

The following pre-set building temperatures will be used to protect the environment, reduce utility costs, extend the life of equipment and also maintain a comfortable environment for learning, teaching and working:

Season	Temperature Occupied	Temperature Unoccupied
Warmer months	75 ⁰ F	85 ⁰ F
Colder months	70 ⁰ F	60 ⁰ F

Exemptions to these set points must be requested from the Associate Vice President for Construction and Facilities Management

III. Equipment Purchases and Uses

Products and services purchased by the University must provide for superior energy efficiency (e.g. energy-star rating) and also support the recycling/waste disposal objectives of

this Policy. The following types of equipment are only to be used in University buildings when authorized in writing by the Associate Vice President for Construction and Facilities Management:

- Hot plates;
- Personal heaters; and
- Microwave appliances in areas other than kitchens and break rooms.

Such authorization will only be granted to meet the specified pre-set building temperature ranges, for medical purposes, or if recommended by a Vice President.

IV. Powering Down Equipment

Individuals are expected to turn off lights when exiting unoccupied rooms and to turn off office equipment (including personal computers, where possible) at the end of the day. Building maintenance employees will turn off lights and equipment (other than personal computers and fax machines) that have not been turned off by occupants at the end of the standard business day.

V. Guaranteed Energy Savings

The Office of Construction and Facilities Management (CFM) shall explore and utilize to achieve the objectives of this Policy, whenever practical, the Guaranteed Energy Savings Program (Program) authorized by Sections 489.145 and 1013.23, Florida Statutes. This Program allows the University to seek outside financing for energy conservation measures that reduce energy consumption, produce a cost savings, and improve the quality of indoor air in facilities, and, when economically feasible, build, operate, maintain, or renovate educational facilities in such a manner so as to minimize energy consumption and maximize energy savings.

VI. New Construction and Renovations

The University's design standards for new construction and renovations shall incorporate sustainable site development, energy efficiency, environmental quality, water savings; and material selection as high priorities.

VII. Recycling/Waste Disposal

The entire University community shall pursue practicable efforts to minimize the generation of waste while maximizing the recycling of waste materials. The CFM shall be responsible for the development and implementation of a University Recycling Program in accordance with this Policy.

VIII. Administration and Implementation of Energy Policy

While the entire University community's active participation is anticipated in the planning and implementation of this Policy, the CFM shall have the primary responsibility for the administration of the Policy including devising and maintaining measures to determine the

progress and effectiveness of this Policy. The CFM will also prepare and adopt a Campus Energy Master Plan which will further enhance the implementation of the Policy.

The CFM will coordinate the efforts of student and other sustainability-oriented groups on campus.

IX. Campus Community Responsibility

All campus personnel are expected to use at least the following guidelines to support the University's Energy Policy:

- Dress for the weather;
- Turn off lights and equipment when leaving a room, even for short periods of time;
- Ensure that lights and equipment are turned off in common areas at the end of the workday;
- Ensure doors and windows are closed overnight and when the building is heating or cooling;
- Unless required for remote access, turn off personal computers and equipment at night;
- Configure to power down automatically when not in use;
- Walk or bike when traveling around campus whenever possible;
- Use public transportation or carpool whenever possible;
- Plan activities to eliminate or combine trips and reduce vehicle use;
- Seek to minimize vehicle idling;
- Contact the CFM whenever you observe energy efficiency issues; and
- Use and share energy efficiency knowledge generously in their respective homes and communities.