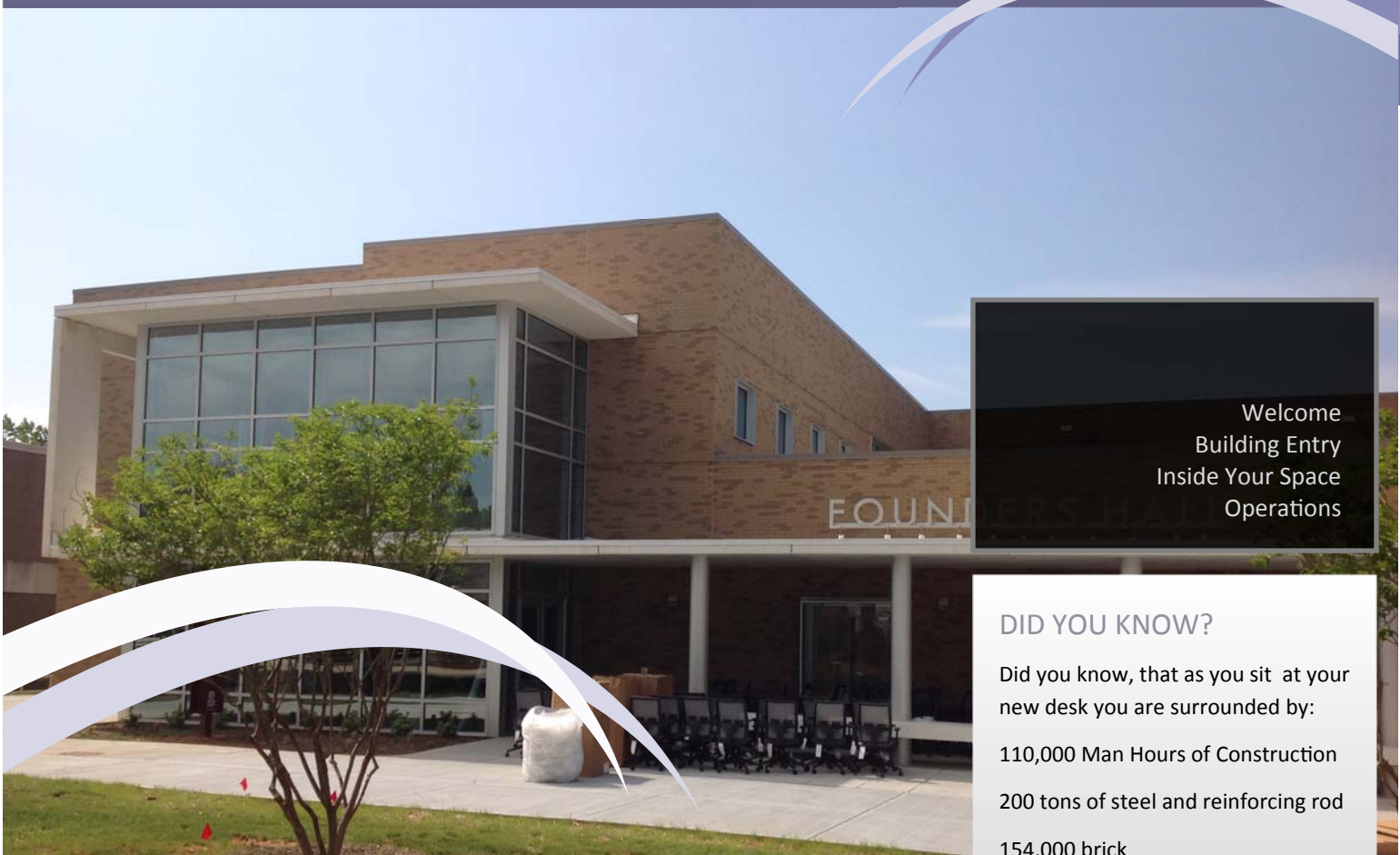


Founders Hall

Orientation Newsletter



Welcome
Building Entry
Inside Your Space
Operations

Welcome to YOUR NEW OFFICE/CLASSROOM.

Founders Hall has been in the works since 2005, when a strategic report highlighted the need for more classroom and faculty office space. Enrollment has doubled since the last building was constructed over a decade ago. The new building is named for Founders Federal Credit Union which contributed the signature gift to fund the building. Architectural planning for the space began in April 2011 with construction starting in December 2012. Founders Hall will position the school to serve more students in the coming years.

This new facility includes 1 Lecture Hall, 3 Sloped Classrooms, 15 Classrooms, 2 Seminar Rooms, 2 Meeting Rooms, 25 Faculty Offices, 2 Faculty Workrooms, 1 Faculty Lounge, 1 Testing Room, 1 Outdoor Classroom, 1 Art Studio, Art Gallery, and ample support spaces to accommodate the student population.

DID YOU KNOW?

Did you know, that as you sit at your new desk you are surrounded by:

- 110,000 Man Hours of Construction
- 200 tons of steel and reinforcing rod
- 154,000 brick
- 2.27 acres of drywall
- 28 miles of electrical cabling
- 1.5 miles of base molding

What is LEED?

Leadership in Energy and Environmental Design (LEED) is an initiative started by the US Green Building Council to measure and encourage sustainable building practices. Founders Hall will soon be awarded LEED Silver. What this means is that the Education Foundation for USCL took the efforts to assure that this project would have as minimal of an impact on our environment and long term energy cost as possible.

Important Information...

What are the most important things I need to know to make my new office transition as smooth as possible.

PARKING for Founders Hall will be accomplished utilizing existing parking spaces throughout campus. There have been no additional spaces created during this project. There are however marked spaces nearest the entrance of Founders Hall for Low Emission Vehicles (LEV). To verify if your vehicle qualifies as a LEV please check with the Director of Law Enforcement and Security.

RECYCLE CONTAINERS have been installed in several places throughout the building. When possible please utilize these containers.

FACULTY LOUNGE is located on Level Two overlooking the Outdoor Classroom. A refrigerator, microwave, and sink have been provided for your use. Tables and chairs are also in place to allow for extended use of the room.

LIGHTING CONTROLS have been installed in all spaces throughout the building. These controls utilize a combination of switching and occupancy sensors. Corridors utilize only occupancy sensors for controlling lighting. These sensors are placed in strategic locations, mounted to the ceiling to assure lighting is activated as a person enters a corridor.

Ceiling
Mounted
Occupancy
Sensor



Office lighting controls utilize an occupancy sensor located inside the wall switch to turn lights on. Office lights are equipped with stepped ballast. This allows for two levels of

lighting. The first level, triggered by the occupancy sensor, will illuminate the fixtures to a 50% level. Most offices contain windows that allow natural lighting to supplement desired lighting levels. **Should you need to increase the lighting level in the office simply press the switch on the wall with a "I" designation.** Upon leaving the office you can press the switch again to cut lights off or allow the occupancy sensor to turn off lights after a period of 15 minutes with no motion being sensed in the office.

Office
Wall
Light
Switch



LEED—How Did We Do It?

The LEED process is a closely monitored application by the Green Building Council. Our Construction Management and Architectural Team each contained LEED Accredited Professionals. These individuals took the most active role in assuring our success in this attempt. A few of the design elements we were able to incorporate to achieve this Silver status include:

Lighting Control Systems, HVAC Control Systems, exceeding minimum standards for Energy Performance, Light Pollution Reduction through lighting selections and placement, utilizing AWI Certified wood products in all millwork, choosing regional materials that reduce shipping exposure, utilization of materials with a minimum level of recycled content, initiating a Construction Waste Management program where the majority of all construction waste is recycled, and maximizing the amount of open space on the site.

A few other design elements we included were the ability to offer alternative transportation—Low Emitting and Fuel Efficient Vehicle parking and Heat Island Effects credits for using a white TPO roof material. As you enjoy your new space you can be assured that the impact to the environment has been minimized by the methods and management practices the Education Foundation for USCL has taken during this process.

What I really need to know continued.....

Lighting Controls for Classroom spaces have been setup utilizing both preset scene wall switches and ceiling mounted occupancy sensors. All light fixtures are equipped with stepped dimming ballast to allow for different lighting levels. There are 5 preset scenes that have been programmed into a separate switch to allow for quick lighting configuration changes depending on the desired presentation style.



Classroom Wall Switch

There are a few other location in the building that have very similar light level controls with slightly different switch configurations.



Sloped Classrooms

Art Gallery/Studio

HVAC CONTROLS have been integrated into the building to maximize energy control and maintain building comfort levels. Control switching devices are located throughout the building in Classrooms and Office Areas to allow users to modify air temperatures within a 3 degree variation of the Building Automation System programming. These devices also serve as Occupied and Unoccupied sensors controlling Variable Air Volume Fans that distribute air to each Classroom or space.



HVAC

Occupied/
Unoccupied

Sensor



Classroom Configurations

What are my options?



OFFICE DOOR LOCK FUNCTION is important to understand. Each office is keyed separately to allow for maximum privacy of office content. There are two functioning positions of the locking mechanism. The first position is "Unlocked". This position allows for free access through the office door without the use of a key. The second position is a "Locked" position. This position will only allow for entry into the office with the use of a key. Exiting the office will continue to function without the use of a key. This is important to know because it is very possible to exit the office and lock yourself out.



"Unlocked"



"Locked"

What I really need to know continued.....

WALL TALKERS, better known as dry erase boards, are located in all teaching spaces. These surfaces are applied to the wall and contain an edge trim and marker tray at the base of each wall talker. It is important to use makers that are labelled **dry erase** when writing on these surfaces to avoid permanent damage to the board.



Classroom Wall Talker

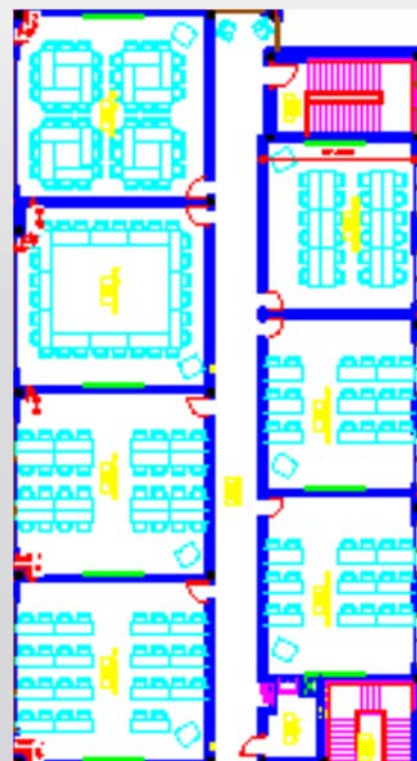
FIXED SEATING is located in all sloped classroom spaces. This seating rotates on its base to allow for ease of entering and exiting the seat. There is also a height adjustment lever on the right side of the chair.



Classroom Audio Video

Please see University IT staff
for training on all audio/
visual equipment.
6-7122

Classroom Configurations...





Environment Development

Improving the workplace is an on going effort. If at anytime you see an opportunity or develop an idea that you believe can improve our work place yielding in a more pleasing environment to work, produce, and service our students in a more effective way, do not hesitate to contact Glen Jackson, Facility Manager. Your idea could assist us in developing the most enjoyable place to work within Lancaster County.

Upcoming Events

FOUNDERS HALL

RIBBON CUTTING AND OPEN HOUSE

THURSDAY, September 11, 2014

4:00—5:30

Light Refreshments will be served

Faculty, Staff, Students, and Community are invited to attend. We hope to see you there. President Pastides and Chancellor Elkins will attend.

Founders Hall
USC Lancaster

FOUNDERS HALL

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