

OSU INSTITUTE OF TECHNOLOGY
POLICY & PROCEDURES

Energy Management Conservation	5-008 FACILITY MANAGEMENT July 2013
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POLICY

- 1.01 The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges embraces energy conservation and takes responsibility to ensure that every reasonable effort is made to conserve energy and natural resources while exercising sound financial management.
- 1.02 OSU Institute of Technology (OSUIT) recognizes the importance of adopting an energy management and conservation policy in order to govern this program. OSUIT also affirms that the implementation of this policy will be the joint responsibility of the Board of Regents, administration, faculty, staff, students, support personnel, and the State of Oklahoma. Success is based on cooperation at all levels.
- 1.03 The Energy Manager in Physical Plant Services serves as the focal point for all energy conservation efforts on the OSUIT campus.

PROCEDURES

- 2.01 Each campus will maintain accurate records of energy consumption and cost of energy, and will provide verifiable performance information to the Board of Regents and administrations at the various institutions in the System on the goals and progress of the energy conservation programs.
- 2.02 The Director, Physical Plant Services, will be accountable for energy management on his/her campus, with energy audits being conducted and feedback provided by the Energy Educator/Manager teams.
- 2.03 To ensure the overall success of the energy management program, the following specific areas of emphasis will be adopted:
 - A. The Vice President of Fiscal Services will establish an energy conservation committee with broad representation from the campus community to establish and publish temperature limits set by building and function type. The approval of the recommended limits will be made at the executive level.
 - B. New construction and extensive remodeling of facilities will adopt methods and use materials consistent with LEED Silver building standards as defined by the Green Building Council when possible.

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- C. New technology will be adopted, where practical, in upgrading building and campus systems. Improvements should include, but are not limited to, lighting systems, HVAC control systems, water distribution and roofing systems. Primary responsibility for this action resides with the Director, Physical Plant Services, working with the Vice President of Fiscal Services.
- D. The results of any initiative or other programs will be communicated at least annually to the campus community. The Energy Manager will work with the Director, Marketing and Communications as to the format and venue.
- E. As the personal awareness element of energy management is crucial to the program's success, the Energy Manager will work with the Director, Marketing and Communications to develop a quarterly brochure on the things our campus community can do to help conserve energy.

Approved: September 2007
Revised: July 2009
Revised: July 2013