



Process Improvement Projects and Efficiencies

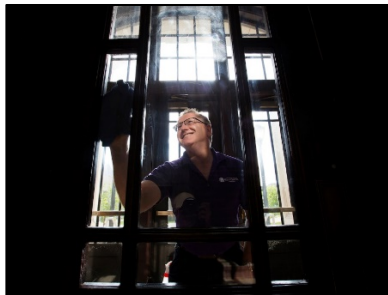
Welcome to the Change Factory!

The Process Improvement Advisory Team (PIAT) is a collaborative work group focused on **process efficiencies** and **cost containment**. We utilize Lean Six Sigma practices to identify process improvement projects and implement **continuous, incremental change**. These changes can include **savings of time and money** across a variety of areas. We will address these changes to align with policy, compliance and general best practices.

Fleet Management and Transportation System

Our fleet management initiatives produce significant annual cost savings, improved operational efficiency, and reduced use of fossil fuels in support of campus sustainability efforts. Projects include reduction in our overall fleet size (parts, maintenance) and switching to shared, low speed, all-wheel vehicles with greater fuel efficiency. These efficiencies have enabled resources to support our shuttle service and larger Transportation System.

Total Savings: \$243,000
Total Revenue: \$545,266



Cleaning and Custodial Services: Going Green

Our new green cleaning products system will support the health and safety of our campus community. This will drastically cut our use of toxic cleaning chemical products in favor of a more economical, simplified, and environmentally friendly approach. Another efficiency we are implementing is reducing the number of waste bins in several of our buildings across campus. We are also removing deodorizers.

Total Savings: \$80,976

Campus Grounds and Weed Killers

Roundup is a common broad-spectrum herbicide product used to kill weeds on our campus. The active ingredient, Glyphosate, is not serving our commitment to fostering a healthy campus for our community and environment. After a series of test samples, we identified an effective and efficient, non-Glyphosate alternative that creates time savings efficiencies for our grounds workers, by cutting their application to parking lots and sidewalk cracks from 3-4 times per year down to just 1 time per year.

Total Savings: \$1,379



Reduce, Reuse, Revitalize Goods

Administrative Affairs is getting strategic about what we use and how we reuse it. Projects include The Great Clean Up (Departments cleaned out storage areas), Digital Swap Shop (Departments can offer up unwanted goods for other departments to use), and furnishing our new Community Engagement Center (CEC) to create an eclectic, upcycled, and modern space with gently used tables, chairs, and couches.

Total Savings: \$400,000+

Central Stores Inventory

The Inventory Warehouse has been reorganized with higher turnover items moved to the front, and wider aisles for quicker and easier access to goods. Barcode scanning has significantly increased efficiency with time saved issuing items for work orders by 60%. Other changes include switching vendors for the same air filter and conduit switch products at a much lower price, removing hand tools from inventory, and using package trackers to improve the quality of our mail room services for students and staff.

Total Savings: \$7,212



Additional Improvements

A variety of additional improvements have been and continue to be made across campus in creative ways. Some of these projects include:



- **Recruitment Advertising** – opting for unlimited posting in the Chronicle, gives our campus a better rate and connects directly to HRS for recruitment staff savings of time.
- **Carpet Extractor Replacement** – inefficient, cumbersome machines were replaced with newer, lighter, and easier to use ones.
- **Removal of Day Trip Pre-Travel Authorization Requirement** – no longer requiring this procedure has created greater flexibility and time savings for our employees using university business travel.
- **Printing Services Efficiencies** – replacing outdated machines with modern ones and implementing an order tracking process has improved our product and service quality, which has resulted in increased jobs from off-campus entities.
- **Facilities Planning and Management iPad Integration** – work order communications have become more streamlined, organized, and allow for greater accountability with our e-system, which replaced a former paper-heavy process.
- **Training Videos** – animated training videos are created and uploaded to our website on a continuous basis to offer convenient access to a variety of different informational topics including compliance-related best practices and other scenarios.
- **Pay By Spot Parking App** – greater compliance with parking rules, increase in revenue or parking passes and decrease in citations issued.

Total Savings: \$23,247

Total Revenue: \$3,233

Warhawks Do The Right Thing!

If you have an improvement idea, project recommendation, or desire for greater efficiency you are encouraged to join our Process Improvement Advisory Team (PIAT), connect with the Quality Assurance Improvement Manager (stokesa@uww.edu / (262) 472-1772), or **submit your input electronically by scanning either of the following QR Codes with you smartphone:**

<p>Share Your Ideas Here (I.e. What should we START doing?)</p>  <p>SCAN ME</p>	<p><u>Ideas/feedback can include, but is not limited to:</u></p> <ul style="list-style-type: none">✓ Time Savings✓ Cost Avoidance✓ Cost Savings✓ Process Barriers✓ Revenue Generators✓ Sustainability✓ Compliance✓ Space Savings✓ Product Improvement✓ Service Quality Enhancements✓ Improved Satisfaction✓ Health & Safety✓ Student Success & Retention	<p>Share Your Feedback Here (I.e. What should we CONTINUE or STOP doing?)</p>  <p>SCAN ME</p>
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