





EMORY
UNIVERSITY

Campus Services

Emory University
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To: Administrative Council
From: Robin Morey 
Vice President, Campus Services

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Associate Vice President,
Resilience, Sustainability & Economic Inclusion

Subject: Winter Recess Heating Turndown

In its Sustainability Vision, Emory has set a goal to reduce energy use per square foot by 50% from 2015 levels by 2025 and achieve net neutral greenhouse gas emissions by 2050. As part of the campus strategy to help reach these sustainability goals, and consistent with efforts over the past several years, we will again be reducing energy usage by turning down heat in buildings that are unoccupied for extended periods of time over Emory's winter recess.

From December 24, 2020 – January 3, 2021, we plan to program the heating systems in designated buildings to maintain a minimum temperature of 55°F which will reduce energy usage while still protecting building contents. We will assume building participation or exclusion based on each building's status last year. Please review our list of [excluded buildings and Frequently Asked Questions](#) for more details.

If you would like to change the status of your building, please contact the Campus Services Work Management Center at cscsc@emory.edu or (404) 727-7463 by December 18.

We also ask all building occupants to turn off interior lights, computers, and other office equipment before leaving for winter recess.

Thank you for your support of Emory's sustainability initiatives.

Winter Recess Heating Turn Down Exceptions List
Turndown Period: December 24, 2020 – January 3, 2021

Exceptions (exceptions are in red):

1. All Research, Laboratory, and misc. areas that have sensitive operations continuing throughout the period are excluded:
 - DAR- campus-wide, Clinics A, B, & C, WMRB, Cox Hall, Emory Student Center, WBRB, OW Rollins, CN Rollins, GC Rollins, 1462 Clifton, ECC, North Decatur Building, Burlington Road Building, Schwartz Center, Chemistry- Atwood and Emerson, Carlos Museum, Anthropology
2. 1762 Clifton Building
 - Except Bay #14/ Suite 1800 excluded for all periods
 - Carlos Museum area
 - Department of Animal Resources Area
 - No Turndown December 26th-27th, 31st Suite 1400.
3. Claudia Nance Rollins Building
 - (Except labs)
 - OPER OFF AHUs 1 & 2, leave Lab AHUs on
4. Goizueta Business School
 - Leave on AHU-2 & AHU-4 for RMs 201-204 & 234
5. Grace Crum Rollins Building
 - Except floors L, P and 1
6. Health Science Research Building
 - Air handlers 3 and 4 only; Except lab areas and bridge area
7. Math and Science
 - Except lab areas
8. Oxford Road Building
 - Except Starbucks
9. Theology- Rita Anne Rollins Building/ Ethics:

- Except – AHU-3 always on. Monitor temps third floor Art Gallery 361 stay between 65°F-75°F OPER AHU-2 if needed.
10. School of Medicine
 - Excluding A wing AHUs AB-1 and CP-3 for entire period
 11. Woodruff Health Sciences Center Administration Building (WHSCAB)
 - Exclude from shutdown for the entire period.
 12. 1599 Clifton Building
 - Exception – AHU-3 occupied 12/26-12/27

Residential Facilities: Verified by Residence Life & Housing

Occupied Residences (exceptions are in red):

13. Alabama RM 200
14. Dobbs RM 105-106
15. Evans RM 106
16. Few RM 108
17. Hamilton Holmes RM G01
18. Harris RM 249-255
19. Hopkins RM 122
20. Longstreet Means RM G48
21. Longstreet Means RM G50
22. Raoul RM G53
23. Raoul RM G55
24. Thomas RM 243
25. Turman RM 102
26. Turman RM 116
27. Woodruff Res – Exception – AHU-3 occupied the whole period.
28. Woodruff Res RM 326
29. Woodruff Res RM 331
30. Woodruff Res RM 332
31. Woodruff Res RM 348

Winter Recess Heating Turn Down Frequently Asked Questions December 2020

What is the Winter Recess Heating Turn Down?

The *Winter Recess Heating Turn Down* is an effort to reduce energy usage in buildings that are unoccupied during extended periods such as Winter Recess.

For participating buildings, the heating system is programmed to maintain a minimum temperature of 55°F. This will reduce energy use while still protecting building contents.

Why does Campus Services turn down the heat over Winter Recess?

As part of its sustainability vision to address environmental, social and economic impacts of campus operations, Emory has set goals to reduce energy use 50% per square foot from 2015 levels by 2025 and achieve net neutral greenhouse gas emissions by 2050.

What are the Winter Recess Heating Turn Down dates for 2020?

Winter Recess: December 24, 2020 – January 3, 2021

Which buildings are impacted by the Winter Recess Heating Turn Down?

If your building participated last year, we will assume your building will participate again this year. If your building was excluded last year, the same exclusions will apply this year. Please review the exclusion list for buildings or specific areas which are excluded from the heating turn down.

We assume that all buildings not on the exclusion list will participate *unless* that building has made contact with Campus Services Work Management for an exception. If your building will be unoccupied from December 19 or earlier until January 3, please contact Campus Services for an extended turndown.

For requests or to make adjustments, please contact the Campus Services Work Management Center at cscsc@emory.edu or (404) 727-7463.

Are some buildings automatically excluded?

Buildings occupied by animals, research, art, instruments, or other temperature critical systems, materials or operations, are generally excluded from the program. View the comprehensive list of excluded buildings for additional detail.

For requests or to make adjustments, please contact the Campus Services Work Management Center at cscsc@emory.edu or (404) 727-7463.

Who is monitoring the systems?

Campus Services is responsible for programming and monitoring the heating systems. Campus Services monitors the system before, during, and after the *Winter Recess Heating Turn Down*.

What if we need to change our participation?

In the case that you need to adjust your participation in advance of the *Winter Recess Heating Turn Down*, contact the Campus Services Work Management Center at cscsc@emory.edu or (404) 727-7463.

What if we need help or support during the Winter Recess Heating Turn Down or at any other time?

Contact the Campus Services Work Management Center at cscsc@emory.edu or (404) 727-7463.