



NORTH CAROLINA AGRICULTURE & TECHNICAL STATE  
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## Energy Policy

### Introduction

North Carolina A&T State University spends millions of dollars annually on energy (electricity and natural gas). As a result it is imperative that the campus adopt an energy policy to promote the conservation of energy. This will result in savings that can be re-invested into the University infrastructure upgrades in addition to conserving our natural resources. The focus of this policy is not only conservation; the comfort and safety of students, faculty and staff are also a goal. Comfortable work and study conditions must always be a focus. This policy is only a part of a comprehensive energy conservation program that will include new design and retrofits. This policy will be periodically reviewed and updated. Suggestions and comments are welcome.

### Policy

**University Temperature Guidelines-** To maintain reasonable comfort and lower the energy expenditures, the university has established a standard of 74-77 degrees F for summer thermostat settings (air conditioning) and 70-72 degrees F for winter settings (heating) this policy conforms to ASHRAE (American Society of Heating and Air Conditioning Engineers) standards.

**Building Resource Management-** Windows and doors should be kept closed during the heating season and in the summer for those areas that have air conditioning. Every member of the University should assume the responsibility of closing windows and shutting doors in an effort to conserve energy. Energy management devices and strategies will become an important part of the University's growth in the future.

**Air Conditioning-** Air conditioners and chillers will be started for environmental comfort during the first full work week of June unless the following conditions occur earlier.

- a. Average space temperatures in buildings exceed 75 degrees F for four hours on three consecutive days and windows in the building cannot be opened.

**Termination of Air Conditioning-** Air conditioning will be terminated after the last week in September unless the above conditions exist.

**Cooling to Heating-**Because of the varying equipment installed throughout the campus, buildings must be changed over individually. Some of the heating systems may start automatically when outside air temperature is between 55-60 degrees F. Manually controlled heating systems will be started for environmental comfort during the first full work week of October unless the following conditions occur earlier.

- a. When chillers and unit air conditioning systems have been turned off and the average temperature in the building is less than 68 degrees for at least two hours of three consecutive days.

**Lighting/Computers-** Completely turn off all computers and peripheral equipment at the end of the day. Turn off devices, such as task lights, calculators, printers, radios and fans after use. Turn off all lights in unused areas such as conference rooms, kitchens, sports and events facilities and playing fields not in use.

**Space Heaters-** There are two issues that must be carefully considered in regards to space heaters. Whether personal property or owned by the University, fire safety and energy efficiency are of great concern. All space heaters used on campus must be approved and/or issued by campus facilities. This will ensure that these units are approved for fire safety as classified by the National Fire Protection Agency. The use of liquid fueled heaters (oil, kerosene) in offices, residential areas or classrooms is prohibited.

**Callbacks-** The Facilities Department has personnel who are on-call for environmental concerns as well as emergencies after normal working hours and weekends. The effective and efficient use of callbacks is important to the North Carolina A&T budget constraints therefore the followings procedures have been implemented to ensure that callbacks are timely and also necessary.

1. For heating or air conditioning callbacks; temperatures should be out of the ranges as specified in this policy for that time of year (**below 70 degrees F for winter or above 77 degrees F for summer**).
2. The Hall Director or building representative shall verify that the callback is warranted or necessary through inspection of the area. Thermometers will be provided to all residence halls for checking space temperatures prior to initiating a callback.
3. To initiate a callback, the Hall Director / building representative or their authorized assistant will call campus police at ext 4- 7675.
4. Campus police will page or call the Facilities personnel on call for the required trade from the call back listing provided on a monthly basis.