

# Arkansas State University - Jonesboro

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**Effective Date: 07/01/97**

**Number: 04-25**

**Section: Facilities and Services**

**Subject: Facilities - Energy Conservation & Temperature Control**

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Arkansas State University-Jonesboro is committed to energy conservation and sustainable design, construction, and operation of campus buildings. All University facilities are subject to the provisions of this procedure. Campus temperature guidelines for occupied spaces will be not more than 74 degrees F for heating season and not less than 70 degrees F for cooling season. Unoccupied spaces will be reset to heating set point of 65 degrees F and cooling set point of 80 degrees F. Heating season for buildings is defined when outdoor air peak temperature is below 55 degrees F. Generally, heating season is November 1 through March 31. Exception to the campus temperature guidelines may occur for special heating or cooling needs, such as specialized equipment, research requirements, or for occupants with identifiable medical conditions.

## REGULATIONS

1. Outside doors and windows to all buildings should remain closed at all times unless the heating or air conditioning equipment is not in operating condition or is undergoing repairs.
2. Portable electric heaters and fans are not to be used unless specifically required by occupants because of medical conditions, failure of the building heating, ventilating, or air conditioning systems, or when building heating, ventilating, or air conditioning systems cannot be adjusted to achieve minimum comfort levels as defined by current building design standards. Any use of portable electric heaters or fans under this provision must be approved by Facilities Management.
3. Unoccupied schedules of building spaces will be supplied by the building liaison and/or occupant departments each semester.
4. Campus domestic heating water set point will be 115 degrees F, unless a variance is approved by Facilities Management due to special application requirements.
5. Campus heating or cooling systems may be shut down during unoccupied periods as determined by Facilities Management unless required for specialized equipment or research. Departments housing such equipment or conducting such research are responsible to notify Facilities Management or such requirements.
6. Outdoor potable water or harvested groundwater consumption shall use water efficient landscape materials and irrigation strategies, including without limitation water reuse and recycling to reduce conventional consumption.

Reviewed on 05/20/13.