WESTERN MICHIGAN UNIVERSITY

Maintenance Services Division
Facilities Management Department

Frequently Asked Questions About Temperature Control at WMU

Q: Do I have control over the temperature in my space?

A: No, WMU does not provide control over temperature to individuals. Two primary reasons are:

- Many of our buildings are designed so that one thermostat controls the temperature in multiple rooms. To best ensure fairness, WMU Facilities keeps spaces all across campus within set temperature ranges as outlined in our Temperature Set Point Policy.
- Heating and cooling has a large impact on our greenhouse gas emissions, energy conservation goals, and utility costs. WMU is constantly working to balance occupant comfort with these larger sustainability commitments as part of our institutional responsibilities.

Q: Why does my thermostat have buttons on it if I can't control the temperature?

A: Replacing these thermostats to read-only models would be costly and limit our ability to adapt in the future. In lieu of replacing thermostats, Facilities plans to post signs next to all thermostats indicating that they read the temperature, but do not control it.

Q: What is the WMU Temperature Set Point Policy?

A: The following table outlines acceptable temperature ranges in buildings on campus.

WMU Temperature Set Point Policy Summary Note: All temperatures are in degrees Fahrenheit		
Space	Heating	Cooling
Occupied	71° (corridors 69°)	75° (corridors 77°)
Standby	69° (corridors 67°)	77° (corridors 79°)
Unoccupied	60°	85°
Extended Closure	55°	85°

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For more information, please refer to the full Temperature Set Point Policy. This policy was created in order to control energy costs (and associated greenhouse gas emissions) while keeping everyone as comfortable as possible.

WMU allows indoor temperatures in campus buildings to fluctuate within a predetermined range. The upper and lower limits of this temperature range are called 'set points,' and these set points vary based on whether a given space is in heating or cooling mode and whether it is occupied or unoccupied.

For some more detail about factors that influence temperature, see 'Additional Notes About Building Temperature' below.

Q: What can I do to help ensure that the temperature in my office stays comfortable?

A: Here are a couple of common issues that may impact comfort in your space:

- **Make sure your thermostat is not directly next to anything that puts off heat** (sunlight, large electronics, toasters, vending machines, etc). Thermostats only read the temperature of the air directly next to them.
- **Keep windows and doors closed.** The systems in your building are designed to provide fresh air within set parameters. Open windows and doors interfere with the systems' capability to do this well.

Q: Why is there still air coming out of the vent sometimes when the heating and cooling is turned off?

A: The heating and cooling systems also provide ventilation by pulling in fresh air from outside.

Q: Why do some spaces feel more humid than others?

A: With the exception of a few areas with special requirements, WMU does not control humidity in campus buildings. Humidity may fluctuate throughout the year depending on the season.

Q: When can I expect the heat to come on in the fall and air conditioning to come on in the spring?

A: The exact start date varies from year to year depending on outdoor air temperature. Heating turns on within the month of October and air conditioning generally begins within the month of April.

Q: Who should I contact if there is a temperature problem?

A: There are two ways to report a temperature issue:

1. **Submit a work order anytime through Bronco Fix-It:** http://broncofixit.fm.wmich.edu/request_bldg.html
2. **Call the Facilities Maintenance Service Center at (269) 387-8514** (staffed Monday-Friday 7am to 5pm).

If the issue is an emergency outside of business hours, call WMU Public Safety at (269) 387-5555 right away.

Additional Notes About Building Temperature:

- **Temperatures in campus buildings should remain within the ranges outlined in the Temperature Set Point Policy** even though they will fluctuate over time. If the temperature in your space is outside of these ranges please submit a work order through Bronco Fix-It and we will see what we can do to help.
- **It takes time to change the temperature in any space.** How long it takes depends on a number of factors, including how many windows it has, the number of people in the space, and even how much equipment (computers, lighting, etc) is running in the space. We ask for your patience, especially if you have just entered a room that has been unoccupied for a long time.
- **Indoor temperatures may fluctuate more during spring and fall.** These seasons are very challenging for our equipment because of the large and rapid variations in outdoor air temperature that often take place.
- In order to save energy, **WMU runs heating and cooling equipment on a schedule based on the hours that each building is typically open or occupied.** When a building is scheduled to be closed or unoccupied the equipment is programmed to allow the temperature to fluctuate within a broader range.
- **Some areas are exempt from the Temperature Set Point Policy** because they require special accommodations.