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**Carpooling**
Sacramento State has a carpool matching system—alternetRides—just for Sacramento State faculty, staff and students. To log on to the system and for more information regarding carpooling, visit the University Transportation and Parking Services web page at [www.csus.edu/utaps](http://www.csus.edu/utaps). Click on Alternative Transportation and then the AlterNetRides button. Or visit [www.sacregion511.org](http://www.sacregion511.org) for a Sacramento regional carpool matching system.

A carpool consists of two or more occupants. On days when carpool members drive to campus alone, a Faculty/Staff carpool permit is valid in Faculty/Staff spaces and a Student carpool permit is valid in Student spaces. Carpool permits may be obtained at the University Transportation and Parking Services office in 7667 Folsom Blvd.

For more information contact Noel Carolipio, Employee Transportation Coordinator, at [ncarolip@saclink.csus.edu](mailto:ncarolip@saclink.csus.edu) or call extension 87527.

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**Bulletin Staff**

The Bulletin is distributed on Mondays of the academic year. Campus news may be submitted by e-mail to [bulletin@csus.edu](mailto:bulletin@csus.edu). Deadline for all materials is 10 a.m. on the Wednesday before publication. For more information call 278-6156.

Vice President, University Advancement
Carole Hayashino

Writers
Craig Koscho
Laurie Hall
Gloria Moraga
Kim Nava
Mike Ward

Student Assistant
Carolyn Filomeo

Electronic Communications
Mark Konrad

Photographer
Mary Weikert

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California State University, Sacramento • Public Affairs
6000 J Street • Sacramento, CA 95819-6026 • (916) 278-6156 • [infodesk@csus.edu](mailto:infodesk@csus.edu)
Campus dispatchers—always on the job

On Christmas day, a majority of the campus community will be anywhere except at the University. However, there are a few exceptions.

“Campus dispatchers are on campus seven days a week, 24 hours a day, 365 days a year,” says Katerina Donato-Weinstein, a records/dispatch supervisor in Public Safety. “The dispatchers are the ‘ears’ for the campus police officers. We have to get important safety information for the officers so they can get an accurate assessment and respond appropriately to any given situation.”

Dispatcher duties also include monitoring alarms, answering emergency as well as non-emergency calls, monitoring police radio traffic and dispatch officers, and assisting visitors and the campus community at the front counter. On average, there are two dispatchers on staff during an eight-hour shift.

Campus police officer Tony Tabadisto reiterated the sense of teamwork between the dispatchers and the officers. “The dispatchers are extremely valuable to the police officers,” Tabadisto says. “When police officers do vehicle stops, the dispatchers check the database to see if the drivers have criminal records. If the dispatchers weren’t here, we’d be out there with no backup.”

Donato-Weinstein says the calls the dispatchers receive most often are people either getting locked out of their cars or out of their offices. “The officers can usually get car doors opened without having to call in a third party,” she says.

In addition to the police officers, the University employs campus safety officers to patrol the University. “They’re there just to check out situations. They don’t approach subjects. They can give us and the officers another perspective of the situation, since they’re on scene,” Donato-Weinstein says. About 80 percent of the campus safety officers are criminal justice majors at the University.

When asked what her most memorable moment was as a campus dispatcher, Donato-Weinstein recalls a nervous student walking to her car in the early evening. “She called our office because she felt uneasy walking to her car. One of the dispatchers, Loretta Cuevas, stayed on the phone with her until she reached her car safely.

“The student called back later to express her gratitude. It was a great call to receive, and I was very proud of Loretta for providing excellent customer service.”

At this time of year, the dispatchers also get calls from people with dead car batteries. “When daylight saving time ends, we get about 2-3 people calling a day with dead batteries because they forgot to turn their lights off,” Donato-Weinstein says. The dispatch office is equipped with a battery pack to jump-start cars.

For more information, contact Public Safety at 278-6851 or visit www.csus.edu/police/index.stm.

Costumer stitches Sac State productions

Some people involved with stage productions will tell you the theater is in their blood. Sacramento State costume technician Nina Pinckard certainly gives her life’s blood to the stage—at the University and beyond.

She’s been helping to sew, stitch and collect costumes for the department for about 30 years, with a brief hiatus to pursue careers in the professional theater.
Up until recently, she worked with the costume professor who did the department’s design work. But two years ago that instructor retired, and the position was not refilled. “I’m the only person in costuming right now,” Pinckard says in a quiet, modest voice as she stitches a knitted quilt in the department’s costume shop, assisted by a quartet of students.

The department does hire out some of the design work, and Pinckard notes that an idea for a costume can come up even on off hours. “Design work doesn’t actually happen between eight and five,” she says. Still the added work also means more shopping for fabrics and other items. “It’s been a big change.”

Dance performances pose their own challenges. Pinckard notes that the recent Dance Sites program of faculty choreographed numbers included more than 50 students in eight separate dance numbers. “That’s like working on eight mini shows,” she says.

And the performances overlap. During this particular stretch, Pinckard was working on Loose Knit, Dance Sites and The Afghan Women. “And the script for 42nd Street is on my desk,” she laughs.

Department chairwoman Linda Goodrich praises Pinckard’s performance in taking on the extra work load. “She’s just been tremendous,” Goodrich says. “We wouldn’t have costumes on stage without Nina.”

Pinckard brings extensive experience to the department. During a three-year hiatus 20 years ago she worked with Studio Arena Theatre in Buffalo, N.Y., the Old Globe Theatre in San Diego, San Francisco Opera, and the Berkeley Repertory Theatre. “I once even went to Hawaii Opera Theatre,” she says.

She tackles even more theater during her time off. For 17 years she managed the costume shop and later served as production manager for the Summer Repertory Theatre at Santa Rosa Junior College and has worked as a designer for Sacramento’s Music Circus. She’s designed costumes for the State Fair and arranged several of the county exhibit booths there as well. And she performs at schools and other venues with Puppets in Motion.

The biggest challenge—and most fun—comes from making costumes for fantasy shows. For The Owl and the Pussycat Went to Sea a few years back Pinckard worked with foam rubber to create some of the creatures in the popular children’s story. “It was like working for Disney,” she says.

And sometimes she even identifies with a character in the play. The recent production of Loose Knit included a woman who has a nervous breakdown, and spends two weeks knitting everything from ceiling-to-floor quilts, to plants, and even a coat rack cozy. Pinckard understands the character’s fascination. “I have a closet full of fabric I’ve purchased and I have no idea what I’m going to do with it,” she laughs.

For more information about the Theatre and Dance Department, call 278-6368 or go to www.csus.edu/dram/.

**Aria ready for some opera? Sac State music students explore ‘Love and Death’**

The two major themes of opera, as well as life itself, will be played out when the Sacramento State Music Department stages Love and Death at the Opera at 8 p.m. Dec. 10 and 1 p.m. Dec. 16 in the Recital Hall of Capistrano Hall on the campus at 6000 J. Street.

The performance will feature arias and scenes from nine operas—Les Huguenots, Carmen, Les Bavards, Dialogues of the Carmelites, Un ballo in Maschera, Don Giovanni, Idomeneo, Orfeo and Le Nozze di Figaro—all performed by 22 students in the Music Department’s Opera Theatre course. The first part of the program is in French, the second in Italian.

Directed by Yefim Maizel, a guest stage director from the Metropolitan Opera in New York, the program will be conducted on Dec. 10 by Timm Rolek, artistic director of Sacramento Opera, and on Dec. 16 by Sacramento State alumnus Ryan Murray. Musical accompaniment will by provided by pianist Roy Sanchez.
The approach of presenting a series of pieces from selected operas gave the creative team some flexibility with the student cast, and includes three large ensemble numbers, such as the Act I finale of *Carmen*.

“This way, even if they don't have the skills yet to do a solo, the students can participate and get very valuable stage experience,” Maizel says.

This is the first production under the new collaboration between the Music Department and Sacramento Opera, the region’s premier professional opera company now in its 27th season. Students get professional advice and nurturing from Sacramento Opera, as well as the chance to be “discovered” and tapped for roles in upcoming productions.

The collaboration was set in motion by associate professor of voice Robin Fisher, who has appeared in several professional opera productions. “It’s running wonderfully,” Fisher says of the collaboration. “The students are responding quite well to a program that exposes them to more professional demands.”

*Love and Death at the Opera* also represents a homecoming of sorts for Ryan Murray, who will conduct the Dec. 16 matinee. As a student, Murray conducted two Sacramento State opera productions. “He’s proven himself on many fronts and we are delighted he could return as a guest conductor,” Fisher says.

Tickets for both performances are $8 general admission and $5 for students and seniors. Tickets may be purchased at the Sacramento State Ticket office, 278-4323 or at www.tickets.com. For more information, call the Music Department at (916) 278-5155 or visit www.csus.edu/music/.

'Tis the giving season at Sacramento State

The holidays are a time for receiving, but more important, it’s the season to give. That’s the focus for Sacramento State’s campus organizations, which are giving back to the community in as many ways possible.

The State Employees’ Food Drive is still accepting cash and food donations through Dec. 21. Food donations may be dropped off at either of the information booths at each entrance to the campus. Food collection boxes are located in almost every campus building and office—each collection box is wrapped in holiday paper. A list of food collection locations is posted at www.csus.edu/utaps in the News and Events section.

Those who wish to make food donations are encouraged to donate canned or dry baby food, powdered milk, peanut butter, tuna fish, pork and beans, canned meats, beans, peas and macaroni and cheese, as these are the most needed foods. The food closets cannot accept expired, homemade or opened packaged food.

In addition to the State Employees’ Food Drive, there are a number of other opportunities for students, faculty and staff to give to others during the holiday season.

The Giving Tree:

The University Union, in association with the Sunburst Project, is working together to provide gifts this holiday season to children and their families who are affected by HIV/AIDS.

The Christmas tree in the University Union lobby is adorned by paper ornaments, each of which represents a child and their gift wish. To participate, take an ornament from the tree, purchase the gift and deliver it unwrapped to the University Union Administration office on the third floor of the Union. On Dec. 10 in the Redwood Room from 9 a.m. to 3 p.m., a wrapping party and reception will be held.

“Anyone can help,” event services manager Rebecca Dietzler says. “They spend hours—it takes a while to wrap all those gifts.”

For more information on the Giving Tree, contact: University Union, 278-6997. For more information on the Sunburst Project, go to www.sunburstprojects.org.
**Book Drive:**

The Student California Teachers Association is sponsoring a children’s book drive. Children’s books are being collected now, through December 20, on the first floor of the University Union at the base of the central stairwell, near Java City. Books are being donated to local shelters to help homeless children gain literacy.

For more information contact: Kasey Alderson, (916) 716-3023, SCTA president.

**Toys for Tots:**

The Field Biology Group will be collecting toys for the Marine Corps’ Toys for Tots program. New, unwrapped toys can be dropped off until Dec. 15 in Room 119 at Humboldt Hall. The donated toys will be delivered to children who otherwise would not have a Christmas this year.

For more information contact: James Phillips, president of the Field Biology Group, at bigdawg5181@yahoo.com.

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**Commencement schedule**

The schedule for Sacramento State Winter Commencement is:

**Thursday, Dec. 20 (University Union Ballroom):**

- 6 p.m., College of Natural Sciences and Mathematics

**Friday, Dec. 21 (Arco Arena)**

- 12 p.m., College of Engineering and Computer Science
- 2:30 p.m., College of Business Administration
- 5 p.m., College of Education
- 7:30 p.m., College of Social Sciences and Interdisciplinary Studies

**Saturday, Dec. 22 (Arco Arena)**

- 8:30 a.m., College of Health and Human Services
- 11:30 a.m., College of Arts and Letters

Graduates are asked to line up one-half hour before each ceremony begins.

Caps and gown-related items do not need to be ordered. They are in stock and can be purchased at the Associated Students Business Office in the University Union, third floor. A bachelor’s set of a cap, gown and tassel is $35.50; a master’s set of a cap, gown, tassel and hood is $58.50. Items can be purchased separately as well. Honor cords are available for $12.50 for bachelor’s students who are graduating Cum Laude, Magna Cum Laude or Summa Cum Laude.

ASI Business Office hours are 8:15 a.m. – 4:30 p.m. Monday, Wednesday and Thursday, 8:15 a.m. – 7 p.m. Tuesday, and 8:15 a.m. – 4 p.m. Friday.

For more information on commencement, call Ceremonies and Visitor Relations at 278-4724 or visit www.csus.edu/commence.
Sacramento State staff shine at Academic Resources Conference

The Academic Resources Conference, created by Robin Pollock, administrative analyst for the College of Social Sciences and Interdisciplinary Studies, is an example of how leadership begins at Sacramento State.

The goal of the conference was to create an open forum in which budget analysts throughout the California State University system can help one another problem solve and develop leadership skills. This year’s conference was held Nov. 28-30 at the Cliffs Resort in San Luis Obispo. In the first year of the conference, there were 20 college and university budget analysts representing 10 campuses for a one-day meeting. There were 140 participants from 21 California State Universities in attendance.

“Our surveys and evaluations have shown that networking is a key element to this conference,” Pollock says. “The chance to talk with people who are experiencing the same situations, challenges and opportunities is priceless.”

For the attendees, the scope of the information and presenters varies from business and human resource issues to personal and professional development presentations.

“The sessions helped attendees have a good understanding of the California State University system, how they fit within that system and how to obtain their professional goals,” Pollock says.

There were 14 participants from Sacramento State, some of who took part in presenting. Associate vice president for Finance Suzanne Green presented on-campus business partners, showcasing the campuses' abilities to build bridges between various campus divisions. Assistant vice president for Research Administration and Contract Administration David Earwicker co-presented on grant administration.

"I think when you hear Sacramento State’s motto ‘Leadership begins here,’ this conference really supports that concept,” Pollock says. “I am thrilled to see that ARC has become a professional development opportunity that meets so many people’s needs.”

Students capture surprise elements

For the fourth consecutive semester, Sacramento State photography students will be showcasing their senior portfolios Dec. 6 through Feb. 4 in an exhibit near Sacramento State at Camera Arts at 712 57th St.

This year’s exhibit, titled, “Manila Surprise,” features images taken by the students, and stems from a project created by assistant professor of photography Nigel Poor, who is also the program coordinator.

“At the beginning of the semester, each student receives a sealed envelope and inside they find either an object, or objects, or directions to follow,” Poor says. “They must use what they find inside to create an image for the show.”

This year’s exhibit will feature some interesting items such as candy corns, pipe cleaners and 200 lady bugs in a jar. And just as these items are transformed with the creative eye of a photographer, the project has transformed as well.

In the first year of the project, Poor created the envelopes, and now each class that completes the assignment also makes the envelopes that are given to the next semester’s students, Poor says. They are also responsible for organizing the entire show.

“It’s a lot of responsibility, but they do a good job,” Poor says. “It’s neat from a teacher’s point of view to see that.”

Senior Meghan Sweeney, one of Poor’s students who will have work showcased in the exhibit, says that the project has been interesting, and a great experience.
“I hope that the student who receives the envelope I create will enjoy the project as much as I’ve enjoyed it,” Sweeney says.

A reception for the exhibit will be held Saturday, Dec. 8 from 6-8 p.m., with the students present to discuss the process of the project.

For more information, go to Camera Arts website at www.cameraarts.net.

University students receive scholarships for writing “greatest book never written”

The debate about the best book ever written has ensued for time immemorial. But Sacramento State students turned that argument on its head when they competed in an essay contest titled, “The Greatest Book Never Written.” University students—32 in all—received a $250 gift from University Enterprises, Inc. and the Hornet Bookstore for their winning 250-word essays.

Titles of winning essays included, “A Cookbook for Life,” ”College and Parenting,” and ”The Idiot’s Guide to the Meaning of Life.” Book ideas included an “owner’s guide” on how to be a man, building a mass transit system in California similar to the ones in England and Japan, and a book that would explain every imaginable question, such as why we always hit red lights when we’re in a hurry, why Britney Spears wore such a horrendous costume to the Video Music Awards and, of course, the meaning of life.

Joan Kudin, a senior majoring in Communication Studies, received a scholarship for her essay about a woman inspired to write a great novel but is too lazy to put pen to paper. ”The price of school textbooks inspired me to enter the contest,” says Kudin, who will use the gift to buy textbooks next semester. ”The essay required a maximum of 250 words, so that was appealing as well.” This is the second year in a row Kudin has entered and won a bookstore scholarship.

The entries were scored by members of the Bookstore Scholarship Task Force comprised of faculty, students, and Hornet bookstore and University Enterprises staff. The task force is a sub-group of the Bookstore Advisory Council and serves to develop and implement programs to support $10,000 a year in bookstore scholarships for University Enterprises distribution.

The scholarship program is the result of University Enterprises’ partnership with Follett Higher Education Group in managing the Hornet Bookstore. Scholarship funds not awarded as part of the annual essay contest are provided to the Library Reserve Bookroom to make some of the more popular textbooks available to all students.

For more information, contact University Enterprises at 278-7001.

Faculty Senate

Tuesday, Dec. 11
1:30 p.m., Curriculum Subcommittee, Sacramento Hall 275
3 p.m., Executive Committee, Sacramento Hall 275
3 p.m., University ARTP Committee, Capital Room, University Union (tentative)

Wednesday, Dec. 12
9 a.m., Writing and Reading Subcommittee, Sacramento Hall 275
3 p.m., General Education Course Review Subcommittee, Sacramento Hall 275
Thursday, Dec. 13
3 p.m., Faculty Senate, Foothill Suite, University Union

Friday, Dec. 14
1 p.m., AITC, Sacramento Hall 275

Monday, Dec. 17
2 p.m., Committee on Diversity and Equity (CODE), Capital Room, University Union

Professional Activities

Scholarship

Mary Mackey, English, had essays entitled, “The Notorious Mrs. Winston,” and “Morgan's Raid,” published in Fall 2007 issue of *Traces of Indiana and Midwestern History*.

David Roth, Art, published a review of his recent show titled, “Morphing Mind Tiers,” at the University Art Gallery at CSU, Stanislaus and a photograph of one of Roth’s paintings was on the cover of *Artweek*.

Celeste Roseberry-McKibbin, Speech Pathology and Audiology, was featured in an online publication called EdNews.org., where she was interviewed about her book *Increasing Language Skills of Students from Low-Income Backgrounds: Practical Strategies for Professionals*.

Mark Stoner, Communication Studies, presented a paper titled, “PowerPoint as an Inscriptional System,” at the National Communication Association Annual Convention, Nov. 15-18, in Chicago.


Dave Wetzl, Art, was featured in the Dec 2007/Jan 2008 issue of *Artweek*.

Recognition

Celeste Roseberry-McKibbin, Speech Pathology and Audiology, was one of nine educators in the United States to receive the Upton Sinclair Award for 2007. The award is given to educators who have made outstanding contributions to the education of children, particularly those from low-income backgrounds.

Community Service

On Saturday, Dec. 1, 17 staff members and friends of the College of Natural Sciences and Mathematics participated in a work day with Habitat for Humanity. The day was the result of a suggestion made at the College’s annual staff retreat. Planning for the event began last March. The workers were divided into two groups: one group went to a home in progress and taped and sanded sheet rock and dug trenches for sprinklers, and the other group did yard work and general clean up at two completed homes, one of which was dedicated last Saturday.
In the News

**Alice Tom**, Continuing Education, was quoted on Oct. 21 in the *Sacramento Bee* about a partnership program between China and Sacramento State that will help train Chinese logistics students to safely move goods and materials.

**Alexandre Kimenyi**, Ethnic Studies, was quoted on Oct. 30 in the *Sacramento Bee* about the genocide that plagued Rwanda and its recovery.

**David Earwicker**, Research Administration and Contact Administration, was quoted on Oct. 19 in the *Sacramento Union* about the goals of the Community/Campus Collaborative Conference.

**Linda Goodrich**, Theatre and Dance, was quoted on Oct. 21 in the *Sacramento Bee* about the performance “Nubian Visions” that she choreographed.

**Barbara O’Connor**, Communication Studies, was quoted: on Oct. 22 in the *San Francisco Chronicle* about how politicians’ relationships within their personal lives can affect how voters perceive them; on Oct. 17 in the *San Francisco Chronicle* about Gov. Schwarzenegger’s health care plan; on Oct. 22 in the *Contra Costa Times*, *Pasadena Star News* and on Oct. 20 in San Jose’s *Mercury-News* about the importance for Assemblyman Fabian Nunez to show leadership and prove that he deserves to hold his position; and in the November issue of *Prosper* magazine about the improvement of operations at DMV.

**Stephen Blumberg**, Music, was quoted on Oct. 26 in the *Sacramento Union* about what characterizes “new music.”

**Melinda Wilson**, Theatre and Dance, was quoted on Oct. 19 in the *Sacramento Union* about the play “North Star” that she directed.

**Andy Luchansky**, Music, was quoted on Oct. 26 in the *Sacramento Bee* about the Sacramento State’s Sun Quartet, of which he is a member.

**Anna Kruger**, Music, was quoted on Oct. 26 in the *Sacramento Bee* about what it is like to play in a string quartet and her participation in the Sun Quartet.

**Anna Presler**, Music, was quoted on Oct. 26 in the *Sacramento Bee* about chamber music and Sacramento State’s students’ familiarity with it.

Campus Announcements

**Staff Employee Recognition recipients announced**

The recipients for the Staff Employee Recognition Program are Patricia Jackson, Human Resources, University Enterprises, Inc. and Lupe Lopez, confidential office support, Student Affairs.

Patricia Jackson is a human resources technician for UEI. Patricia's nominator described her as "committed to serving students on a daily basis." Her colleague mentioned, "She willingly takes on additional projects and works hard to ensure the tasks are completed."

Lupe Lopez is a confidential office support for Student Affairs. Lupe's nominator indicated that "her calm and caring style provides an oasis of stress relief to busy and harried managers, co-workers and students." She was described as "possessing a willing and capable attitude."

There are many commendable staff on campus, and employees are encouraged to nominate those who are deserving of this award. The deadline for submission of a nomination for the Staff Employee Recognition Award is Friday, Feb. 15. Details regarding eligibility, criteria, and nomination procedures are
Campus community encouraged to participate in an Alternative Break
The Community Engagement Center has been working across campus to promote Alternative Break. Sacramento State students, faculty and staff can participate in Alternative Break - Winter 2008. Alternative Break will take place the week before school starts, Monday, Jan. 21 through Friday, Jan. 25; individuals can choose to participate from one to five days. Team up with other Sacramento State students to work on projects throughout the week with organizations such as Habitat for Humanity, Sacramento Tree Foundation, Sacramento Food Bank & Family Services and Hands on Sacramento.

For more information visit www.csus.edu/cec/Alt_Break.stm or www.csus.edu/union/alternate.htm.

Resolve to be ready
This New Year’s Eve, nearly 50 percent of Americans will make at least one resolution as they look toward the New Year. Risk Management Services encourages the staff, faculty and students to make a new year’s resolution that is both important and easy to keep: prepare for emergencies.

Risk Management Services encourages the campus community to visit www.ready.gov/, call 1-800-BE-READY, or contact our department at 278-6456 to learn how to prepare your families, homes and departments for all types of emergencies including natural and human-caused disasters. Free materials, including family emergency plan templates and sample business continuity plans, are available through these resources. These materials will provide the campus community with tools to make a New Year’s resolution that will bring peace of mind.

November fundraising news
For the month of November, the campus received 947 new gifts of cash and in-kind donations, for a total of $1,184,535. The total for the 2007-08 fiscal year is $3,076,497. For more information about University Development, visit www.csus.edu/giving/.

Events

Film examines stem cell research
The Community Engagement Center will screen a PBS film on stem cell research at 12:30 p.m., Dec. 11 in the Hinde Auditorium in the University Union.

“Mapping Stem Cell Research: Terra Incognita,” looks at the life and laboratory of Dr. Jack Kessler, a renowned stem cell expert. Kessler, a prominent neurologist, shifted his diabetes research to stem cell research when his daughter became paralyzed from the waist down.

The screening is free and open to the public. It is presented through ITVS Community Cinema, a free monthly screening series supporting the Emmy Award-winning PBS series Independent Lens.

Food/Merchandise

Holiday Buffet
The University Center Restaurant’s Holiday Buffet features carved roast baron of beef, roast turkey, grilled Mahi-Mahi, eggplant parmesan, mashed potatoes and gravy, winter vegetables and assorted gourmet salads. Desserts include a selection of cakes, cookies and ice cream sundaes. This special buffet is available Tuesday, Wednesday, and Thursday, Dec. 11, 12, and 13 from 11 a.m. until 2 p.m. The University Center Restaurant is located at the west entrance to the University Union across from Round Table Pizza. More information online at www.enterprises.csus.edu/dining/area/ucr.html Reservations
Winter break information
The Winter Break for 2007 will extend from Tuesday, Dec. 25, 2007, through Tuesday, Jan. 1, 2008. Specifically, the schedule is as follows:

- **December 25, 2007**: Holiday, Christmas Day observed
- **December 26, 2007**: Holiday, Columbus Day and Indigenous People's Day observed
- **December 27, 2007**: Holiday, Admission Day observed
- **December 28, 2007**: Holiday, Lincoln's Birthday observed
- **December 31, 2007**: Holiday, Washington's Birthday observed
- **January 1, 2008**: Holiday, New Year's Day observed

Please note that on Monday, Dec. 24, 2007, the campus will not be closed, however departments are not required to remain open. We anticipate that the governor will again grant four (4) hours of Informal Time Off. Staff and administrators are encouraged to use accrued vacation or CTO to take the remaining four hours off. Employees may choose to work the four hours in lieu of using vacation or CTO or taking time without pay. Some staff and administrators may be required to work their regular schedule on Dec. 24 and/or other days during the break in order to meet campus needs. In those cases, managers and supervisors should discuss staffing needs with affected employees as soon as possible.

If you have any questions, please call Elizabeth Redmond, interim associate vice president for Human Resources, at 278-4488.

Catastrophic Leave
Sacramento State employees may voluntarily donate to other employees up to a maximum of 16 hours of sick or vacation leave credits each fiscal year in one-hour increments. CSUEU, MPP, Unit 4, Unit 6 and confidential employees may donate up to a maximum of 40 hours per fiscal year.

If employees are interested in donating time, a donation form can be obtained at [www.csus.edu/hr/forms.stm#Disability](http://www.csus.edu/hr/forms.stm#Disability), or by visiting the Human Resources Disability Leaves Office in Sacramento Hall 162, or by calling 278-3522.

The following employees have been approved for the Catastrophic Leave Donation Program:

- Toni Johnson, Financial Aid
- Gary Davis, Facilities Management
- Rose Marie Fisher, Office of Graduate Studies
- Kandi Sanders, Facilities Management
- Linda Brufladt, Computing, Communications & Media Services
- Marcellino Coelho, Housing & Residential Life
- Julie Villegas, Photocopy & Technical Support
- *Lien Nguyen, Admissions & Records
- *Bonnie Jarvis, College of Continuing Education

*only vacation credits may be donated to these employees

On The Job with Water Programs

The *Bulletin* spoke with Ramzi J. Mahmood, director of the Office of Water Programs.

What do people think you do?
"People who don’t know us, their first impression is that we’re part of the Department of Water Resources."
However, the operators around the nation know us very well, and they recognize the value of our training materials.”

**What do you really do?**
“We provide training to operators of water and wastewater treatment facilities in all 50 states and most provinces of Canada. We sell about 50,000 manuals a year. Our classes are correspondence courses and we enroll about 14,000 students. We have 10 online courses and are developing more. But we have traditional correspondence courses, meaning we send the test sheets to the students. We’re basically the leader in the nation for providing training to operators of water and wastewater treatment plants. Our biggest research project is with Caltrans for whom we investigate the best management practices for stormwater runoff.”

**Describe your office.**
“We have about 40 people who work in this office. We’re located in Room 1001 of Modoc Hall. When we started, we had two groups scattered in different places. We moved here in 2003. This office allows collaboration among the employees because all of us are in the same location.”

**What surprises people?**
“Our size. The first time people come in they can’t imagine we have this operation here. The training side is fully funded by selling manuals.”

**What is your biggest challenge?**
“On the training side, it’s to maintain our market leadership. On the research side, it’s the ability to continue to respond to the demand that is out there and to maintain our niche and our expertise. Caltrans likes research that provides things they can use quickly.”

**What do you get asked the most?**
“A lot of times the questions are centered towards the technical issues such as the training manuals.”

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**This Week in Hornet Action**

**Men’s basketball**
Tuesday, Dec. 11
Sacramento State at Oregon, 7:05 p.m.

Saturday, Dec. 15
Sacramento State at Marquette, 11:05 a.m.

**Women’s basketball**
Tuesday, Dec. 11
Sacramento State vs. Pacific, 7:05 p.m.

Saturday, Dec. 15
Sacramento State at Boise State, 6 p.m.

**Men’s Tennis**
No matches scheduled

**Women’s tennis**
No tournaments scheduled

**Men’s Golf**
No tournaments scheduled

**Women’s Golf**
No matches scheduled