Jan. 13, 2014

News

President Gonzalez to deliver Spring Address
President Alexander Gonzalez’ Spring Address will be held from 9 to 11 a.m. Thursday, Jan. 23, in the University Union Ballroom. The event will begin with coffee and conversation at 9 a.m.; the address will follow at 10 a.m.

Watch the University’s home page (www.csus.edu) for links to a full-length video and text shortly after the address.
Submitted by the Office of the President

Some campus street names are changing
Some of Sacramento State’s campus streets are being renamed, and others are getting names for the first time. The changes are intended to make it easier for people to find their way around Sac State and to avoid confusion for first responders.

State University Drive East will drop the “East” designation and will extend from Folsom Boulevard to J Street, meaning that the so-called “Esplanade” will cease to exist, and visitors entering the north end of campus can be directed to turn at State University Drive.

State University Drive North will become Arboretum Way, and the “West” and “South” portions will become extensions of College Town Drive. The “State University Drive” that runs between Facilities and Yosemite Hall will be changed to Red Oak Way. The short and currently nameless streets now will have names such as Black Oak Drive on the east side of Parking Structure 3.

To view the changes, visit www.csus.edu/campusmap.
Submitted by Facilities Management

Sacramento Hall lobby getting a facelift
Please take note that there is construction work in Sacramento Hall during the winter break. The north lobby is getting a much-needed facelift to help bring it into the 21st century. The work is limited to the ground floor and includes new flooring, some new wall and ceiling finishes, new lighting and a new reception desk. Renovation work will continue through Friday, Jan. 24.

Thanks for your understanding and cooperation. If you have any questions or concerns, please contact Facilities Services at 278-6242.
Submitted by Facilities Management

Decreased mileage rates for travel, and moving and relocation
Effective Jan. 1, the mileage rate for travel reimbursement has decreased from 56.5 cents to 56 cents per mile. The mileage rate for moving and relocation has decreased from 24 cents to 23.5 cents per mile. The Accounts Payable website (www.csus.edu/aba/accounts-payable/index.html) has been updated to reflect the new rates. For questions regarding the
new mileage rates, please contact the Accounts Payable and Travel Department at aba-fin-ap-travel@csus.edu; Susan Johnson, director of Accounts Payable and Travel, at sjohns@csus.edu; or 278-6476.

Submitted by Accounts Payable and Travel

Student Research Symposium 2014
The Student Research Symposium is an afternoon event to recognize and celebrate the outstanding scholarly achievements of our students. All currently registered undergraduate and graduate students are eligible to participate, either by sharing a research poster or making an oral presentation. Alumni who received their degrees in 2013 also are eligible to participate. Faculty, staff and students are encouraged to attend the event from 11 a.m. to 5 p.m. Friday, Feb. 28. For additional information, visit www.csus.edu/research/student/researchcomp.htm. Participants may now RSVP at this website to reserve their spot at the event.

Submitted by the Office of Research Administration

Change in Library User Services Course Reserve policy
The University Library’s User Services department is no longer accepting Course Reserve items that can be made available in an electronic format via SacCT. This includes scanned articles, book excerpts or chapters, electronic links to journal articles, eBooks and course readers. We welcome your submissions in Spring 2014 for books that are not available in an electronic format. Please use the form at http://apps.lib.csus.edu/ocls/crbookrequest.php to submit material at least two weeks in advance of the date that course materials will be used in class.

Submitted by University Library

Weight Warriors program begins Feb. 17 at The WELL
Weight Warriors is a comprehensive physical improvement and behavior-change team challenge. Teams of three to six participants will embark on a 10-week training course led by a certified personal trainer to help them reach their personal fitness goals. Each team will participate in weekly workouts with a personal trainer as well as compete against other Weight Warriors teams in various fitness challenges.

The program starts Monday, Feb. 17, and goes through Friday, May 2. Register at The WELL front desk.

Submitted by The WELL

Faculty professional activities
The latest faculty professional activities are available at www.csus.edu/sacstatenews/Articles/2013/11/ProfessionalActivities11-04-13.html.

Submitted by the Office of Public Affairs and Advocacy

Faculty Senate schedule
The Faculty Senate calendar is available at www.csus.edu/acse.

Submitted by the Faculty Senate

Information security: Best practices
Take stock: Know what kind of protected and confidential information you have, who can access it and where it is stored.

Scale down: Keep only the information you need, and develop policies for safely handling it.
Lock it: Protect information, both digital and print, by locking offices and password-protecting files.

Pitch it: Properly and securely dispose of information you no longer need.

For more information, contact the Information Security Office. You will find detailed information on its website at www.csus.edu/irt/is.

Submitted by Information Resources & Technology

Human Resources

W-2 forms
W-2 forms for 2013 will be mailed to employees’ current mailing address on approximately Wednesday, Jan. 15. The mailing address that the State Controller’s Office has on file was printed on the November pay warrant. Please verify your current mailing address. If the address is incorrect, you can change that information by logging on to My Sac State and visiting the Employee Center. You can review your “Personal Information Summary” and submit your change online by clicking “Change Home Address.” If you are unable to access your information online, you can change your address at Payroll Services, located in Del Norte Hall 3006.

If have further questions about the W-2 process, you can contact Payroll at 278-6211 and someone will be able to assist you.

Long-Term Care Program
CalPERS is now accepting applications for long-term care coverage. The CalPERS Long-Term Care Program offers flexible coverage options to help participants preserve assets while maintaining quality of life, including:

- Plan options that allow you to tailor coverage to suit your needs and budget
- Benefits that make it easier to receive care at home
- Options designed to keep up with the rising costs of long-term care

California public employees, retirees, their spouses, parents, parents-in-law, and adult children and adult siblings between the ages of 18 and 79 are eligible to apply. Participation in CalPERS retirement or health benefit programs is not required. Current CalPERS Long-Term Care Program participants interested in applying for the new product design must complete an application and undergo underwriting.

You can learn more about CalPERS Long-Term Care coverage options, or download an application kit, by visiting the CalPERS Long-Term Care website or by calling (800) 908-9119. If you already have requested information about how to become a participant, CalPERS will contact you in early 2014.

Catastrophic leave donation
Sacramento State employees may voluntarily donate to other employees up to a maximum of 40 hours of sick or vacation leave credits in one-hour increments each fiscal year. Bargaining Units 1, 10 and 11 may donate only up to 16 hours per fiscal year. If employees are interested in donating time, a form can be obtained at www.csus.edu/hr/forms.html#disability by visiting the Human Resources Disability Leaves office in Del Norte Hall, Suite 3004, or by calling 278-3522.
The following employees have been approved for the Catastrophic Leave Donation Program:

Cherish Blattler, College of Continuing Education