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

Memorial service for Professor Emeritus José Montoya
The life of Sacramento artist, poet, musician and educator José Montoya will be celebrated from 6 to 9 p.m. Thursday, Jan. 23, at the Crest Theatre on K Street. Guests will include United Farm Workers of America co-founder Dolores Huerta, playwright Luis Valdez and actor Edward James Olmos. Montoya, who died in September, was a professor emeritus at Sacramento State and a former Sacramento Poet Laureate.
Submitted by the Art Department

Changes in campus street names
Some of Sacramento State’s campus streets have been renamed, and others have gotten names for the first time. The changes were 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 has dropped the “East” designation and now extends from Folsom Boulevard to J Street, meaning that the so-called “Esplanade” has ceased to exist, and visitors entering the north end of campus can be directed to turn at State University Drive. State University Drive North has become Arboretum Way, and the “West” and “South” portions are now extensions of College Town Drive. The “State University Drive” that ran between Facilities and Yosemite Hall has been changed to Red Oak Way. The short and previously nameless streets now 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

CMS upgrade coming this weekend
CMS HR/SA systems will be unavailable from 5 p.m. Friday, Jan. 24, through the weekend due to a mandatory system upgrade. This includes the faculty center, the student center, the employee center, search committee access and related CMS services. If you would like updated copies of class schedules or class roster information before Monday, Jan. 27, please retrieve that data before 5 p.m. Friday.

We understand that this is a particularly busy time for our campus and that you may want to access these services over the weekend. All 23 CSU campuses were required to do this
upgrade, and we had very limited choices as to time. This weekend was picked because general registration has closed, grading is completed and instruction has not begun. The upgrade will take about 18 hours. Staff will test the upgraded system Saturday afternoon and possibly Sunday. If any serious problems occur (none are expected), we can use Sunday to move back to the old system. The CMS HR/SA system will be available again Monday morning, Jan. 27. The upgrade primarily involves technical changes, and you will notice only slight cosmetic differences.

If you have questions, please contact the IRT Service Desk at 278-7337. Please send general comments to ITfeedback@csu.edu.

Submitted by Information Resources and Technology

Sacramento Hall lobby getting a facelift
Construction work in Sacramento Hall is continuing through Friday, Jan. 24. 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. If you have any questions or concerns, please contact Facilities Management at 278-6242.

Submitted by Facilities Management

Accommodating students with disabilities
With the Spring 2014 semester rapidly approaching, students with disabilities will be contacting faculty directly regarding their approved course accommodations. A syllabus statement can encourage students to contact faculty early and is recommended.

One accommodation that may be listed on a student’s accommodation letter from Services to Students with Disabilities is accessible tables. Please keep in mind that even if no students are using an accessible table in a particular course, students in other classes may use the table in the classroom where faculty are teaching. Students have reported that the accessible tables prioritized for students with disabilities are frequently moved from the designated location or used for storage, making them inaccessible to students using wheelchairs. To help ensure that the accessible table remains accessible throughout the day, please ask students not to move the table – or if it needs to be moved during the class, to move it back at the close of class – and not to store items on top of the accessible table.

Conversion of texts into usable electronic text, Braille, speech and other formats is another common request. It is crucial that faculty and departments submit book lists to the Hornet Bookstore as early as possible to facilitate conversion of materials to alternate formats when needed. Also, please respond to requests from SSWD for electronic copies of syllabi, reading orders and other information to assist with identification of course materials. Last-minute changes to materials should be approved by department chairs or other appropriate administrators. Chairs and/or administrators should contact SSWD to confirm whether materials can be made available to enrolled students with disabilities at the same time, per the timely instructional materials policy for accessibility and affordability.

Please contact SSWD in Lassen Hall 1008 at 278-6955, 278-7239 TDD or via email at sswd@csus.edu with questions about student accommodations.

Submitted by Services to Students with Disabilities

Student fee forms
The Student Fee Advisory Committee is accepting 2013-14 Category III fee proposal forms. Executive Order 1054 governing fees and the fee proposal form can be found at www.csus.edu/aba/sfac.
The deadline for Category III (Materials, Service and Course Fee) is Friday, Feb. 7. For questions regarding the fee process, contact Julie Carroll at 278-7401 or carrollj@csus.edu.

Submitted by Student Fee Advisory Committee

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

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

Security tip: Limit access to protected information
Does communicating by means other than computer mean you don’t have to worry so much about information security? No. You must always secure protected information by limiting its access to those who need to know. When talking on the phone about protected information, be sure unauthorized people cannot overhear the conversation. When sending protected faxes, be sure an authorized person is on the receiving end to pick them up as soon as they are sent. When leaving voice mails about confidential issues, you must be sure the system can’t be accessed by others: It should be password-protected, not a department office voice-message box to which several people have access.

Submitted by Information Resources and Technology

Human Resources

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](http://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.