Jan. 27, 2014
Welcome to the spring semester!

News

**New student club supports March of Dimes, March for Babies**
President Alexander Gonzalez is the chairman of this year’s March for Babies, the largest annual fundraiser for the March of Dimes. He is encouraging everyone to get involved to make Sacramento State a leading contributor to this cause. The March of Dimes helps women have full-term pregnancies and researches the problems that threaten the health of babies.

A new club on campus allows students the opportunity to be involved at all levels of the March of Dimes throughout the year. Student activities may include advocating at the State Capitol, developing education programs to build awareness about maternal and infant health, fundraising, interning at a respected nonprofit, building leadership skills and much more.

Please tell your students about this club and encourage them to sign on as members. For more information, contact lhannacsus@gmail.com.
Submitted by Family and Consumer Sciences

**February is Financial Aid Awareness Month**
The Financial Aid Office will offer several workshops in February to assist students in filling out their Free Application for Federal Student Aid (FAFSA) or California Dream Act application. These workshops are designed to provide hands-on assistance in filing for aid for the 2014-15 school year.

Staff will make themselves available in the AIRC 2004 and Library 2000 computer labs from 11 a.m. to 2 p.m. Feb. 17, 18, 19 and 20. An evening workshop will be held from 5:30 to 7:30 p.m. Wednesday, Feb. 19, in Mendocino 2003.

Students should be prepared to bring parents’ information, if dependent; spouse’s information, if married; a Social Security card and driver’s license or state-issued identification; 2013 bank statements/investment records; permanent resident alien card (if applicable); and their 2013 federal income tax return, W2 and/or records of any untaxed income. For more information: www.csus.edu/faid/events/FA_Awareness.html.
Submitted by Financial Aid and Scholarships

**Using the ‘Redefine the Possible’ tagline**
A rallying cry for faculty, staff and administration at Sacramento State, “Redefine the Possible” also is the University’s officially sanctioned tagline. In the final stages of trademark approvals, it is ready for its official campus-wide implementation, replacing all references to “Leadership begins here.” Complete usage guidelines, downloadable logos and the wordmark graphic are available at www.csus.edu/sacstatenews/marketing.
Submitted by the Office of Public Affairs and Advocacy
Union Gallery, UNIQUE sponsor lecture, art exhibit
The University Union Gallery and UNIQUE Programs are pleased to announce “The Mis-Education of the Post-Black Negro,” a lecture and exhibition of artwork by Milton Bowens, aka Milton 510. “The Mis-Education of the Post-Black Negro” is a reference to a book of the same name, originally published in 1933 by Dr. Carter G. Woodson. The free exhibit runs Monday, Jan. 27, through Friday, Feb. 27, in the gallery during regular hours: 10:30 a.m. to 3:30 p.m. Monday through Friday, with extended evening hours of 5 to 8 p.m. Wednesdays and Thursdays.

The Union also will host the following free events:

- Lecture by Milton 510: Noon Wednesday, Jan. 29, Redwood Room; opening reception follows at 1 p.m. in the University Union Gallery.
- Closing reception: 6-8 p.m. Thursday, Feb. 27, University Union Gallery.

Submitted by the University Union

One World’s spring campaign
The One World Initiative’s theme for 2013-14, “Global Perspectives on Migration,” continues this semester. The campus community is invited to participate by organizing migration-related events. Funds are still available to help support events. To submit your event to the One World calendar, simply email us at oneworld@csus.edu.

Submitted by One World

Some campus street names have changed
Some of Sacramento State’s campus streets have been renamed, and others have gotten 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 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 have become 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 currently 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

Athletics’ annual Crab Feed coming Feb. 8
The annual Crab Feed to benefit the student-athlete scholarship fund is 6:30 p.m. Saturday, Feb. 8, at the Citrus Heights Community Center, 6300 Fountain Square Drive. The cost is $50 per person, $500 per table of 10.

Meet Hornets from every team as they serve you antipasto, salad, pasta and all-you-can-eat crab! There will be a live auction, prize drawings and a performance by the Hornet Girlz Dance Team. All proceeds from this event go to the scholarship fund. For tickets, please call 278-4323 or visit www.hornetsports.com.

Submitted by the Athletics Department
**Epicure Restaurant to offer lunch specials**
Starting Monday, Jan. 27, Epicure Restaurant will offer three specials for lunch: spring strawberry salad, tuna niçoise sandwich and early spring fettuccini. All specials are available through Friday, Feb. 21. The restaurant is open for lunch from 11 a.m. to 2 p.m. Monday through Friday. Reserve your table now at www.dining.csus.edu/epicure/reservations/.
Submitted by University Enterprises Inc.

**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 Learning Communities available**
The Center for Teaching and Learning announces the availability of five Faculty Learning Communities for 2014. FLCs are yearlong faculty collaboratives focused on teaching and learning topics. This year’s topics are Science, Technology, Engineering and Mathematics (STEM) Student Success; Program and University Level Assessment of Student Learning; Instructional Materials for the 21st Century Student; Undergraduate Research; and Critical Thinking and Student Discussions.

FLCs are open to full-time and part-time faculty who are appointed through December. For more information and to apply, visit CTL’s website at http://ctl.csus.edu/. Applications are due Monday, Feb 10.
Submitted by Center for Teaching and Learning

**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

**Testing Center hours and deadlines for Spring 2014**
With the Spring 2014 semester under way, the Testing Center would like to remind faculty and staff how the Testing Center may be utilized to its fullest potential. Our business hours are 7:30 a.m. to 4 p.m. Monday through Friday. Click this link for details. For more information about the Testing Center and/or using our services, please visit www.csus.edu/testing. You may also contact the Testing Center, located in Lassen Hall 2302, at 278-6296, or email testingcenter@csus.edu.
Submitted by the Testing Center
**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](http://www.csus.edu/aba/sfac).

The deadline for the Category Fee 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*

**Accommodating students with disabilities**
With the Spring 2014 semester beginning, 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 SSWD 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 to 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 the podium or other 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 if 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*

**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](http://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*

**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: Beware of phishing
You receive an email from “CSUHelpDesk@gmail.com” late Friday afternoon stating that there is an issue with the email system and that your password must be reset or you will be unable to check your email over the weekend. The email asks you to click the “reset password” link. Should you do this? Never. Disregard the email as a “phishing attack.” Phishing is a technique in which attackers attempt to fraudulently acquire protected information, such as passwords or credit card details, by masquerading as a trustworthy source in an electronic communication. If you receive an email such as this, do not reply. Please forward this and any other suspicious emails to abuse@csus.edu. For more on phishing, visit www.csus.edu/irt/is/phishing.

Submitted by Information Resources and Technology

Human Resources

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:

Marsha Robinson, College of Social Sciences and Interdisciplinary Studies Dean’s Office