March 24, 2014

News

**New University Strategic Plan is taking shape**
The students, faculty and staff of the Strategic Planning Committee are pleased to present the first draft of Sacramento State’s new Strategic Plan. The draft follows several months of research and incorporates feedback from the campus community.

To read the draft and share your thoughts, please visit the Strategic Planning website: www.csus.edu/universitystrategicplan.

*Submitted by the Office of the President*

**Help Sac State be a leading March of Dimes contributor**
Sacramento State is supporting the March for Babies, the largest annual fundraiser for the March of Dimes, and you can help ensure healthy babies and mothers in our community. President Alexander Gonzalez is chairing the event, which will be held Saturday, April 26, and is encouraging everyone to get involved to make Sac State a leading contributor to the cause. You can:

1. Create and lead a walking/fundraising team. Informational team leader sessions will be held on campus on the following dates:
   - Thursday, March 27 (faculty and staff only), from 3 to 5 p.m. at Epicure restaurant at the University Union
   - Tuesday, April 1 (students, faculty and staff), from 2 to 3 p.m. at the University Union, Ballroom II
2. Join and walk with an existing Sacramento State team.
3. Contribute directly to “Team Herky.”

For more details on the event, visit www.csus.edu/marchforbabies. And mark your calendars! The March for Babies campus kickoff will take place in the Quad on April 1 from 11:50 a.m. to 1:30 p.m.

*Submitted by Sac State March for Babies*

**Prepare to avoid gridlock**
It could take a lot longer to get to campus in May and June. That’s when Caltrans will conduct a massive repair project on Highway 50 through downtown Sacramento, likely causing backups for miles in each direction and jamming many side streets and alternate routes. This will have an impact on Sac State during the last weeks of instruction and finals. Continue to monitor the University’s web page, www.csus.edu/Fix50, for more information from Caltrans.

*Submitted by the Office of Public Affairs and Advocacy*

**Sac State participating in higher education workplace survey**
Sacramento State is participating in *The Chronicle of Higher Education*’s program called Great Colleges to Work For. *The Chronicle* is based in Washington, D.C., and is an international source for news, analysis and job listings for higher education professionals.
This Great Colleges to Work For program includes a survey distributed to randomly selected faculty, staff and administrators. The survey emails have begun going out to those who were selected.

This is a confidential survey that measures various aspects of an institution of higher education. To ensure confidentiality, The Chronicle uses the outside research firm ModernThink to process the survey, and Sacramento State will not receive any information that would allow the data to be traced to individual respondents. The survey is being sent from “Great Colleges” and has “The Chronicle’s Great Colleges to Work For 2014 Faculty/Staff Survey” as the subject line. Everyone who was selected is encouraged to participate to ensure a strong response rate.

The Office of Analytics and Institutional Effectiveness is Sacramento State’s contact point for the survey and the resulting data. Please contact Jana Noel at 278-5514 if you have questions.

Submitted by the Office of the President

Women of Influence award winners
Housing and Residential Life and the Women’s Center presented the Women of Influence awards on Tuesday, March 18, in the American River Courtyard. Keynote speaker for the event was Dr. Sally Wagner, professor for the Renee Crown University Honors Program at Syracuse University. These awards recognize the outstanding contributions made by women to the quality of life for students at Sacramento State and the surrounding community. The following individuals were recipients of this year’s awards:

- Faculty Award: Dr. Carolyn Gibbs
- Staff Award: Ms. Jane Heaton
- Student Award: Ms. Shalni Kumar
- Residential Life Student Award: Ms. Audrey De Soto

Submitted by The Housing and Residential Life and the Women’s Center

Campus eateries spring break hours
Spring break hours of operation are posted at all campus eateries and on the Sac State Campus Dining website at www.dining.csus.edu/. Regular operating hours resume Tuesday, April 1.

The Campus Eateries page at www.dining.csus.edu/campus-eateries/ also includes a detailed map with eatery locations and filters to help you search eateries by food type, cuisine, dietary options, location, payment type, and price range.

Submitted by University Enterprises Inc.

Hornet Club Wine and Food Classic is May 2
The eighth Annual Hornet Club Wine and Food Classic is from 6-9 p.m. Friday, May 2, at the Alumni Center. Tickets are $40 via www.hornetsports.com/tickets.

This is a very special event for those who know and love great wine and food. Not a wine lover? We’ll have beer tasting on the patio too! All of the wineries, breweries and restaurants featured are owned or operated by Sac State alumni. So come out and support your fellow Hornets!

Submitted by the Athletics Department
Physical Therapy fundraiser
The Physical Therapy Department is having a McGinty Cup golf fundraiser at 3 p.m. Saturday, May 3, at Haggin Oaks. Cost is $100 per player for golf and lunch, $25 per person for lunch only. Check-in is 6:30 to 7:15 a.m. Shotgun start (teams of four) at 7:30. Lunch and awards are at 12:30 p.m. All proceeds go to the students for testing and scholarships. For questions, contact Karen Salatti at 278-6426 or karen.salatti@csus.edu. Submitted by the Physical Therapy Department

University Staff Assembly seeks nominations
The University Staff Assembly is seeking nominations to several campus committees that have openings for staff representation. More information about these committees and positions may be found here. If you or someone you know is interested, please submit the following to usa@csus.edu by 5 p.m. Friday, March 28:

- Nominee’s name
- Phone extension
- Department
- Email address
- A brief explanation of why the nominee should sit on the committee

If you are nominating someone, please obtain their permission and the permission of their supervisor and HEERA designee before submitting their name. If you are nominating yourself, please obtain permission from your supervisor and HEERA designee. Permission via email is acceptable. Elections will commence once all nominees have been confirmed.

The voice of the staff on campus is invaluable. Please consider serving the staff and the University.
Submitted by the USA Election Committee

Deadline for First Year Experience extended to April 8
First Year Experience (FYE) is seeking talented student leaders to apply for peer mentor positions. In partnership with their assigned faculty member, peer mentors assist first-year students by serving as an academic peer advisor, a resource to the campus and community, and a mentor to assist with the transition to Sacramento State. Applications and additional information are available at www.csus.edu/acad/advising-services/First%20Year%20Experience%20Application%20Page.html. The application deadline is noon, Tuesday, April 8.

FYE is a consortium of campus-wide programs administered by representatives from Academic Affairs, and Planning, Enrollment Management and Student Affairs. If you have a student recommendation or questions (applicants must have at least a 3.0 cumulative grade-point average), please email jasonsumi@csus.edu.
Submitted by Academic Advising and the Career Center

Financial aid chat sessions available in April
The Financial Aid Office is offering Financial Aid Chat Sessions in April as a follow-up to Financial Aid Awareness. These sessions are designed to provide students with key information of what’s next after they have filed their financial aid application.

The Financial Aid Office, with the assistance of Student Financial Services Center, is offering five 30-minute chat sessions on April 15 and 16 covering the following:

- 10-10:30 a.m.: Where’s My Financial Aid?
- 11-11:30 a.m.: Don’t Lose Your Aid!
- Noon-12:30 p.m.: Your Awards and Enrollment
- 1-1:30 p.m.: Dare to DREAM (Applying for DREAM Act)
- 2-2:30 p.m.: Your Money Matters! (SFSC)

The April 15 sessions will be held in the University Union, Summit Room; the sessions April 16 are in the University Union, Forest Suite.

All sessions will be held both days. Students are encouraged to drop in any time to learn about the latest changes to the financial aid process. For more information, visit www.csus.edu/faid.

Submitted by the Financial Aid Office

Registration deadline for job readiness workshops is April 1
University Enterprises Inc. (UEI) is offering two job readiness workshops for students and anyone looking to get an edge on the competition. Part 1 is scheduled for 3 to 6 p.m. Monday, April 7, in the University Union, Forest Suite. Part 2 will be from 4 to 8 p.m. Tuesday, April 8, in the University Union, Redwood Room. Participants must attend both workshops to receive a certificate of completion, which can be helpful in obtaining student assistant/intern positions through UEI Jobs. The workshops, which launched last fall, proved to be extremely popular.

The deadline to register is Tuesday, April 1. Registering now is highly recommended; the workshops, which launched last fall, were extremely popular.

Through fun, interactive, and information-packed sessions, participants will receive tools they’ll need for success in today’s competitive job market. To learn more, visit www.ueijobs.com.

Submitted by University Enterprises Inc.

Help recruit talented students for McNair Program
The Ronald E. McNair Post-Baccalaureate Achievement Program at Sacramento State is now recruiting students for the 2014-15 cohort that will begin in Fall 2014. The program prepares first-generation, low-income or underrepresented juniors and seniors for admission and studies at the doctoral level. It is a nationwide program sponsored by the U.S. Department of Education, created in memory of Ronald E. McNair, Ph.D., an African American physicist killed in the space shuttle Challenger accident in 1986.

Students interested in pursuing a career in academic research and/or teaching at the university level should contact the McNair Scholars Program at 278-5118 or mcnair@csus.edu, visit www.csus.edu/mcnair/ or come to the McNair Scholars Office in River Front Center 203. Help us recruit academically promising undergraduate students with an interest in attending graduate school; we are here to motivate, support and help them reach their highest academic goals.

Submitted by the McNair Scholars Program

2014 McNair Research Symposium
Please join the McNair Scholars Program on Monday, April 14, to celebrate the research, scholarship and creative activity of its scholars and their faculty mentors. This year’s symposium will be held in the University Union, Redwood Room, and will provide a public forum for McNair scholars to share their work and talent. The symposium is open to the
Peak Adventures Youth Camps
Peak Adventures offers weeklong outdoor youth camps from Monday, June 16, to Monday, Aug. 4, for ages 9-17. For the younger kids, activities include scavenger hunts, arts and crafts, games, water activities and more. Older kids have the choice to backpack for a week or experience a new activity each day, ranging from the Challenge Center on campus to outdoor rock climbing and whitewater rafting. Youth camps meet at Sac State and include all technical equipment and a camp T-shirt. The cost also includes transportation, entry fees and friendly, qualified staff. Register your child and find out more details at www.peakadventures.org/youth_camp/index.php. Submitted by Peak Adventures/Associated Students Inc.

Summer Bowling League
The Sacramento State Summer Bowling League is coordinated by University Police and will engage staff and faculty in a fun-filled, six-week competition at Capitol Bowl, 900 West Capitol Ave., West Sacramento. The league will run Thursdays from June 19 to July 24. Practice begins at 4:45 p.m., with the start time at 5 p.m. League play will consist of three games per night. Competing teams will change from week to week. Teams will consist of four players, and substitutes may be used. Sacramento State faculty and staff teams may also include family members or friends. The goal is just to have a great time! The cost is $10 per player per night. Shoes may be rented for $2 per night. Eighteen-team maximum, even number of teams only. The league is expected to fill up fast, so hold your spot ASAP if you plan on bowling. To register, contact Serena Fuson at sfuson@csus.edu. Submitted by University Police

Campus disaster/emergency preparedness training
During the first year of employment and every three years thereafter, Sacramento State faculty, staff and student employees must attend a two-hour presentation of what to expect during a disaster/emergency on campus and how to react to it. The training is mandated by the state and the CSU. Attendees will receive an overview of:

- The campus Multi-Hazard Emergency Plan
- The campus emergency response and management groups
- The important role of faculty in emergency response
- Evacuate or shelter requirements
- The campus Emergency Notification System
- The Disaster Service Worker program
- Home emergency preparedness

The next training is from 9 to 11 a.m. Thursday, April 10, in the University Union, Hinde Auditorium. Seating is limited to the first 150. Attendance is required at only one session. Register with gnagywb@saclink.csus.edu. Submitted by University Police

Violence in the workplace prevention training
This training is a one-hour presentation of information regarding University policy on violence in the workplace, applicable campus statistics, crime prevention, reporting practices and available resources. The course will give attendees information on how to prepare for, recognize, document and report incidents in their respective areas. Materials will be provided.
Class participation is required by Cal-OSHA and the University; all faculty, staff and student employees need to attend the training every three years. All training will take place in University Union, Hinde Auditorium. Upcoming trainings are:

- 9-11 a.m. Thursday, March 27
- 1-2 p.m. Wednesday, April 9
- 9-10 a.m. Thursday, May 8
- 9-10 a.m. Monday, May 12

To RSVP for the training, please email barnettkj@csus.edu or register on LearnerWeb at https://learnerweb.saclink.csus.edu/csus_enterprise/.

Submitted by University Police

IRA budget call
The 2014-15 Instructionally Related Activities (IRA) call for proposals is posted at www.csus.edu/aba/admin-ops/ira.html. If you have any questions, please call the Office of the Vice President for Administration/CFO at 278-6312 or via email at sfuson@csus.edu or kem@csus.edu.

Submitted by Administration and Business Affairs

Common Financial System upgrade scheduled for April 17-25
Like all CSU campuses, Sacramento State utilizes the systemwide PeopleSoft Common Financial system (CFS) for financial business processes. It is now necessary for all campuses to upgrade to the most current version. The transition is scheduled for April 17-25, with normal operations resuming Monday, April 28. During this time, CFS and the services it provides will not be available. This means:

- April 10 is the deadline for entering and approving requisitions to allow time for sourcing to POs before the down time.
- No checks or payments will be available during the down time, including travel advances or reimbursements.
- No procurement can be done during this time (other than through the ProCard or OfficeMax).
- No budget or expenditure transfers will be processed.
- ProCard dates have been adjusted for the upgrade (transactions available Monday, April 28; reconciliations, Friday, May 9; and statements due Friday, May 16).
- The Data Warehouse will be available for reporting but will have data as of April 17 until the new system is ready for use.

For these reasons, it is important to plan for your procurement, check and payment needs so as not to be inconvenienced during this time. Please go to www.csus.edu/adminupgrades for further information about administrative systems upgrades.

Submitted by the Office of the Vice President for Administration and Business Affairs

Astra Schedule VII upgrade is this week
Astra Schedule, the University’s comprehensive event and room scheduling software tool administered by Space Management, is scheduled for an upgrade this week during spring break. This upgrade will provide a more stable interface for class section facility assignment synchronization between CMS and Astra Schedule, and offer new and enhanced functionality and navigation to view campus activities and search for available facilities. Astra Schedule may be down for several days or the entire week of spring break. This means:
• No space requests for meetings or events will be processed by Space Management during spring break.
• No room transactions for class sections will be permitted in CMS or Astra Schedule during spring break.

Submitted by the Office of the Vice President for Administration and Business Affairs

Faculty professional activities
The latest faculty professional activities are available at www.csus.edu/sacstatenews/Articles/2014/03/ProfessionalActivities03-10-14.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: Connecting to the campus wireless network – use SacLinkSecure
When connecting your laptop, smart phone, tablet or other device to the campus network, you may see multiple networks available. Always select SacLinkSecure to maximize your network speed, mobile coverage and security.

While most devices support the fast and secure protocols of SacLinkSecure, some older devices may not. If your device does not, try connecting to SacLink. But keep in mind that your network connection with SacLink alone is not secure unless the site you are visiting itself secures your connection. To know you are on a secure connection, you should see “https” at the beginning of the URL and a locked icon on your browser.

SacLink is still supported on campus to address legacy technology that is not supported by the preferred SacLinkSecure technology. For more information on the campus wireless coverage or on how to configure your wireless devices, open a browser and type www.csus.edu/irt/wireless.
Submitted by Information Resources and Technology

Human Resources

Benefits: Did you know?
The Employee Assistance Program (EAP) provided by Managed Health Network is a free benefit to employees and family members designed to help you overcome emotional, family and other personal problems; offer guidance on financial and legal issues; improve your health and wellness; and much more. There are no co-payments or deductibles, and there is no charge for covered services. Services are strictly confidential and available 24 hours a day, seven days a week.

Here are a few of the many benefits you can obtain through this program:

• Free clinical consultations with licensed specialists for assistance with problems such as relationship issues, stress, depression, life changes, and grief counseling.
• Work and life services including childcare/eldercare referrals, financial counseling/advice, and legal discounts/consultations.
• Daily living services such as event planning, travel planning, and everyday errands.

To access any of these and many other confidential services, simply call (800) 535-4985 or visit members.mhn.com (company code: csus).
**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.

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

Cherish Blattler, CCE-General Administration
Marty Diaz, Graduate Studies