September 10, 2012

News

Fall 2012 Career Fair
The Fall 2012 Career Fair will take place from 10 a.m.-2 p.m. Wednesday, Sept. 26, in the University Union Ballroom. Employers attending the fair will recruit students and alumni for full-time, part-time, internship and volunteer opportunities in a variety of industries. For more information, including a list of attending employers, go to csus.edu/careercenter or connect with the Career Center via Facebook at facebook.com/sacramentostate.careercenter. Submitted by Academic Advising and the Career Center

Division of Criminal Justice plans inaugural convocation
The Division of Criminal Justice will hold its inaugural convocation, “The Future of Justice: Building Leaders for a Global Community,” from 1-5 p.m. Tuesday, Sept. 25, in the University Union Ballroom. The first part of the convocation will feature a panel of local criminal justice leaders who will share perspectives on the convocation theme. Following will be a keynote lecture by Professor Frank Zimring from UC Berkeley School of Law; his presentation will focus on data-driven leadership in the justice system. The event is free and open to the public. Submitted by the Division of Criminal Justice

Center for Teaching and Learning offers faculty reading group
The Center for Teaching and Learning is offering another reading group for faculty this academic year. The focus will be on Nicholas Carr’s The Shallows: What the Internet Is Doing to Our Brains.”

The four discussion sessions will look at practical ways the book’s insights might help us guide student learning in this media-intensive age. Up to 15 faculty members who can commit to all four meetings will receive a free copy of the book. Three copies will be available at the Library reserve desk for those who wish to drop in.

The sessions will be held on these dates from 1-2:30 p.m. in Library 4026:

- Friday, Sept. 21
- Friday, Nov. 2
- Friday, Feb. 15
- Friday, May 3

Please RSVP to the CTL at 278-5945 or ctl@csus.edu by Thursday, Sept. 20. For the first meeting, please read pages 1-26 on reserve or online at books.google.com (search “The Shallows”). Submitted by the Center for Teaching and Learning
CSU Teaching and Learning Conference: Call for Proposals
The 16th annual CSU Teaching Symposium, “Teaching for High Impact: Deep and Engaged Learning,” will be held Feb. 22-23, 2013. The symposium is sponsored by the California State University Institute for Teaching and Learning, and is hosted by the California Maritime Academy. The deadline for proposal submissions is Monday, Nov. 5. Find more information at www.csum.edu/web/teaching-symposium-16/home.

The registration fee of $45 will be paid by the Center for Teaching and Learning for the first 10 presenters whose proposals are accepted. Call 278-5945 for more details.

Submitted by the Center for Teaching and Learning

Free exhibit at University Union Gallery
The University Union Gallery presents “Meech Miyagi: Aberrations of the Amygdala.” This free exhibit is under way and runs through Thursday, Sept. 20. A reception will be held from 6-8 p.m. Thursday, Sept. 6.

Gallery hours are 10:30 a.m.-3:30 p.m. Monday-Friday, with special evening hours from 5-8 p.m. Wednesday and Thursday. Open parking will be available on the top floor of Parking Structure III on the night of the reception only. For more information, please call 278-6997.

Submitted by the University Union

New passenger drop-off area near Lot 1
A passenger drop-off area has been designated at the north end of campus. Please go to www.csus.edu/aba/utaps/images/lot1dropoffzone.pdf to see the drop-off area highlighted in yellow. A second drop-off area in front of the Athletics Building will be added soon. The area highlighted in red near Sacramento Hall is not to be used for dropping off passengers: this area should be kept clear at all times as the signage indicates. Please be aware that those who continue to stop or drop off passengers in this area may be issued a citation. Please direct questions to parking@csus.edu.

Submitted by University Transportation and Parking Services

Volunteers sought for Great American River Clean-Up
Volunteers are wanted from 8:30 a.m.-noon Saturday, Sept. 15, for the Great American River Clean-Up, co-sponsored by Sac State Serves, a community service program open to the campus community. Faculty, staff, students and alumni are asked to help remove trash and other debris to keep pollutants from entering the watershed; volunteers of all ages (with an accompanying adult Sac State sponsor for minors) are welcome. Pre-registration is required. For more information, to register or join the mailing list, visit www.csus.edu/cec/volunteer.

Submitted by the Community Engagement Center

Food Day seeks participants
Food Day organizers are looking for staff, faculty, students and student organizations to participate in this year’s observance on Wednesday, Oct. 24. Modeled after Earth Day, Food Day seeks to improve health, the environment and America’s food system. The agenda includes three speaker panels, poster sessions and a possible film/media festival. Organizers also are asking faculty to incorporate the themes and events into their course work. For more information, visit www.foodday.org. To participate, contact Kristin Kiesel at kiesel@saclink.csus.edu or Lynn Hanna at lhanna@csus.edu.

Submitted by Family and Consumer Sciences

Exciting changes to campus dining
University Enterprises, Inc. (UEI) has kicked off the semester with exciting changes to the
campus dining scene. In addition to adding two new eateries – Good Eats! and Epicure Restaurant at Sacramento State – updates have been made at the River Front Center and Round Table Pizza.

At the River Front Center, a new, relaxed and contemporary design features updated lighting, flooring and seating. Finishing touches are still in progress, and additional booth seating will be installed in the coming weeks. Be sure to check back on the progress.

At Round Table Pizza, floor-to-ceiling updates were completed featuring a new bar, flooring, lighting and seating areas to give a fresh, inviting and comfortable feel.

UEI also invites the campus community to visit the new Campus Dining website, featuring easy-to-navigate menus and optimization for mobile devices. Complementing UEI’s new website is the Sac State Campus Dining Facebook page, featuring meal specials and dining updates. Visit the Campus Dining page at www.dining.csus.edu; to “like” us on Facebook, go to www.facebook.com/uei.SacStateDining.

Submitted by UEI/Marketing Services

Center for Teaching and Learning offers new Faculty Learning Community

The Center for Teaching and Learning is offering a new Faculty Learning Community for the 2012-13 academic year. Eight faculty members will meet from 10 a.m.-noon on one Wednesday a month to study the course design principles and methods promoted by experts in Problem-Based Learning (PBL), Case Method Teaching (CMT) and Team-Based Learning (TBL). Each participant will then identify relevant analytical processes for a course to be taught in spring 2013, and design PBL, CMT and/or TBL assignments to guide student applications of those processes. Participants also will design a critical thinking pre- and post-test to assess student progress in applying the targeted analytical process.

Benefits include $600 in professional development funds and the opportunity to reflect about and refine your teaching in the company of committed colleagues with similar pedagogical interests. Applications and curriculum are available at http://ctl.csus.edu/.

Submitted by Humanities and Religious Studies

Communication Studies to hold NETS meeting

Communication Studies has scheduled its second NETS (Networking: Extending Teaching and Scholarship) meeting from 4:30-7 p.m. Thursday, Sept. 13, in the Epicure Restaurant at the University Union. The meeting is an opportunity for the University community to hear alumni discuss how they apply communication theory professionally; a place for students to see where communication is going and what it is doing; and a chance for alumni, students and faculty to share interests, ideas and connections. All are welcome. Three alumni will speak:

- Lauren Barton, senior business consultant. Topic: “Possessing or Lacking Communication Skills in the Workplace – It Matters!”
- Niko King, assistant chief, Sacramento City Fire Department. Topic: “Media Relations, Social Media and Crisis Communication.”
- Corri Cooper, senior manager, Gap Brand Field Talent Development. Topic: “Effective Training Design and Instruction.”

Presentations will be held from 4:30-5:45 p.m. Refreshments and conversation will be from 6-7 p.m. RSVP to Mark Stoner: stoner1@csus.edu (put “NETS II” in the subject line) or call (916) 307-2926. For those at a distance, a link will be available so you can participate, too.

Submitted by Communication Studies
Violence in the workplace prevention training
This training is a one-hour presentation, with additional time for questions, 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. To RSVP for the training, please email barnettkj@csus.edu.

All faculty, staff and student employees need to attend the training every three years. Upcoming trainings (all 9-10 a.m. in the University Union, Hinde Auditorium):

- Tuesday, Sept. 11
- Monday, Sept. 24
- Thursday, Oct. 11
- Tuesday, Nov. 6
- Tuesday, Dec. 4

Submitted by the Department of Public Safety

2012 Departmental Fact Books now available online
Departmental Fact Books provide a wide range of data and information pertaining to each academic department. These Fact Books are very useful sources of information for program reviews, accreditation and other assessment needs. This year, three tables were added to some of the fact books, displaying the enrollment count, retention and graduation rates of programs within the department.

A paper copy has been sent to all department chairs; online access is available at www.csus.edu/oir. Click on “Data Center,” then “Departmental Fact Book” and choose a department.

Submitted by the Office of Institutional Research

September’s Research Funding Update now available
The September Research Funding Update is available online. The update is published monthly to alert the campus community to possible sources of external support for research, scholarly and creative activities. Both an abbreviated listing and a more detailed version are available at www.csus.edu/research/funding/update. This month’s update features an article on determining which NIH Institute or Study Section is the best fit for research proposals.

Submitted by the Office of Research Administration

University Policy Manual update
Please note the following announcement of a new policy in the University Policy Manual:

“Business Continuity Planning” is a new policy that has been developed to comply with Executive Order 1014. The purpose of the policy is to implement a process for timely completion and annual review of departmental business continuity plans.

ADM 0174 – Business Continuity Planning: www.csus.edu/umanual/admin/ADM0174.html
(new)

Submitted by Administration and Business Affairs
Professional activities
The latest professional activities are available at
http://www.csus.edu/sacstatenews/Articles/2012/09/ProfessionalActivities09-10-12.html.
Submitted by the Office of Public Affairs and Advocacy

Faculty Senate schedules
September’s Faculty Senate schedule is available at
www.csus.edu/sacstatenews/Articles/2012/08/FacultySenateSept2012Sked.html.
Submitted by the Faculty Senate

Security quick tip
What should you do if you accidentally forwarded an email that contains protected
information? Immediately address the situation by contacting the Information Security
Office and your department head. For instance, records regarding a student’s disability are
subject to the protections of FERPA and several other laws. Rely on the instructions of the
Information Security Office and your department head regarding how to handle the
situation. For more information, contact the Information Security office by typing
http://www.csus.edu/irt/is/contactus.html into your browser.
Submitted by the Information Security Office

Human Resources

Academic promotions
The provost and vice president for Academic Affairs, Charles Gossett, is pleased to
announce academic promotions effective at the beginning of the 2012-13 academic year. To
view the list, go to

Sabbatical application deadline
Full-time faculty members interested in applying for a sabbatical leave for the 2013-14
academic year must submit an online application to Human Resources no later than 5 p.m.
Friday, Sept. 28. The application must be completed online at
http://www.csus.edu/hr/faculty/sabbatical/sabbatical.htm. For more information about the
sabbatical leave process, please contact the Office of Human Resources at 278-6169.

Fall workshops
The Office of Human Resources – Benefits has announced a set of Fall 2012 retirement and
financial planning workshops. If you are interested in attending one of the workshops,
please go to the Benefits Office Workshops website at
www.csus.edu/hr/benefits/workshopslist.htm to view the schedule, find specific registration
information, and download a copy of each workshop flier. Registration for most workshops is
available through LearnerWeb. Please review the workshop flier before registering to ensure
that the specific workshop fits your needs. You are required to secure the approval of your
supervisor prior to registration.

Faculty benefits orientation/review sessions
Upcoming benefits orientation sessions for new and newly eligible faculty members will be
held 2-4 p.m. Friday, Sept. 14; 2-4 p.m. Thursday, Sept. 20; and 9-11 a.m. Tuesday, Sept.
25. All sessions are in Del Norte Hall, Room 3001A. During the benefits orientation, you will
receive information regarding the following:

- Rules and regulations that govern CSU benefits programs
Eligible faculty who would like to attend must contact the Office of Human Resources – Benefits at 278-6213 to reserve a space.

**Open enrollment and Benefits Faire**
The open enrollment period is Monday, Sept. 10, through Friday, Oct. 5. Changes made during open enrollment take effect Jan. 1, 2013. Additional information will be sent out by the Office of Human Resources – Benefits and CalPERS before the open enrollment period.

The Office of Human Resources – Benefits will hold the annual Open Enrollment Benefits Faire in the University Union, Redwood Room, from noon-2 p.m. Thursday, Sept. 13. Representatives and carriers from the CSU benefits programs will be available to answer your questions and provide information regarding their plans. For specific questions regarding the Benefits Faire or open enrollment, visit the Office of Human Resources – Benefits in Del Norte Hall, Room 3004, or call 278-6213.

**Estate Planning 101**
The Office of Planned Giving hosts Estate Planning 101 seminars throughout the year for members of the Sacramento State community considering their estate plans. Topics covered include property and inheritance planning, wills, living trusts, charitable gift annuities, disability planning, estate taxes and probate.

Please visit [www.csusgift.org](http://www.csusgift.org) for more information on Planned Giving, or [www.csus.edu/giving/estateplanning.stm](http://www.csus.edu/giving/estateplanning.stm) for more information on Estate Planning 101. If you are interested in making a gift through your will or estate, or you have questions regarding Estate Planning 101, you may call the Office of Planned Giving at 278-3852. Upcoming Estate Planning 101 dates are Wednesday, Sept. 5, and Wednesday, Nov. 14. Reservations are required.

**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.htm#Disability](http://www.csus.edu/hr/forms.htm#Disability), by visiting the Human Resources Disability Leaves office in Del Norte Hall, Suite 3002, or by calling 278-3522.

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

Caesar Lawson, Academic Advising Center
Althea Spencer, Accounts Payable Department
Steven Caddock, Facilities Services
Mike West, Engineering Services