October 1, 2012

News

President Gonzalez’ town hall meetings now online
President Alexander Gonzalez held town hall meetings Sept. 25 and 27 to share information and answer questions from the campus community. The town halls were co-sponsored by the University Staff Assembly. A link to the President’s sessions is available on Public Affairs’ Budget Central page: www.csus.edu/sacstatenews/budgetcentral/.
Submitted by the Office of the President

Oct. 13 football game will feature Homecoming festivities
President Alexander and Gloria Gonzalez invite University faculty, staff and their families to the Homecoming Festival and football game Saturday, Oct. 13, when the Hornets take on Weber State at 6:05 p.m. at Hornet Stadium.

Faculty and staff can reserve up to four complimentary game tickets before the game through University Advancement by completing the form at www.alumniconnections.com/olc/pub/CSN/membershipform/showGivingForm.jsp?form_id=134657. Tickets and a Sac State gift can be picked up during the Homecoming Festival in the Alumni Center parking lot beginning at 3 p.m. Oct. 13.

For more information, click here or email University Advancement at vpoua-01@saclink.csus.edu.
Submitted by the Office of the President

Annual California State Employee Charitable Campaign
Dr. Fred Baldini, dean of the College of Health and Human Services, would like to announce the launch of the annual California State Employee Charitable Campaign (CSECC). The 2012 CSECC is the single largest effort among state employees to support health, human services, environmental, cultural, and educational charitable programs. Contributing to the CSECC means you are making an investment in yourself as well as in the lives of your family, friends, and neighbors. There are numerous eligible 501 (c) (3) charities listed in your CSECC Donor Resource Guide that give you the opportunity to make a difference in our community.

Watch for the pledge forms – your respective “key campaigners” from your division will be distributing them to you soon. Thank you for your participation in this important program during a time when our help is needed more than ever.
Submitted by the College of Health and Human Services

Dr. Rita Cameron Wedding is John C. Livingston Lecture and Award Recipient
Dr. Rita Cameron Wedding, professor of Ethnic Studies and Women’s Studies, has been selected as the 2012-13 recipient of the John C. Livingston Faculty Lecture Award. The Livingston Award and annual lecture dates to 1959, when the first Distinguished Faculty Convocation Address was given by John C. Livingston, a professor of Government from 1954 to 1982. The lecture will be held at 3 p.m. Tuesday, Nov. 6, in University Union
Ballroom I. A reception will be held immediately following the lecture. Click the link for the announcement and more details about Dr. Cameron Wedding.

www.csus.edu/acse/Senate-Info/Announcement%20Files/2012-13LivingstonAnnouncement.pdf

Submitted by the Faculty Senate

**One World Initiative events**
The One World Initiative is conducting three events in early October. They are:

- **Tuesday, Oct. 9:** Roundtable reading by Honors 1 students of “The Way of Water,” by Caridad Svich. The play pits the BP oil spill against the lives of those affected by it. The reading is open to the campus and the community (RSVP to arnaud@csus.edu). Part I 10:30-11:45 a.m., Part II noon-1:15 p.m., University Union, California Suite.

- **Tuesday, Oct. 9:** Environmental Studies presents a lecture, “Impact of Dams and Upstream Diversions on Hydrology, Water Quality, and Biodiversity in the Southern Mesopotamian Marshes,” by Dr. Nadir Salman Abo-Tubikh, University of Basrah Marine Science Center, Iraq, from 3-6 p.m., University Union, Redwood Room.

- **Thursday, Oct. 11:** Department of Physics and Astronomy presents a lecture by Dr. Alfonso Davilla, NASA Ames, “Water in the Solar System, and the Search for Life,” from 4-5:30 p.m., Mendocino Hall.

Details about other One World Initiative events can be found at
www.csus.edu/oneworld/OneWorld-events.html

Submitted by the Geology Department

**UEI Campus Grant Program invites applications**
University Enterprises Inc. is inviting applications under its 2012-13 Campus Grant Program for projects that are innovative, have a demonstrable need and clearly benefit Sacramento State students, faculty and/or staff.

Of particular interest are projects that advance discovery and understanding while promoting teaching, research and campus engagement. The award maximum is $5,000; the average award is anticipated to be $2,500 or less. Applications are due Friday, Nov. 2.

Interested applicants are encouraged to attend an information session in the UEI Board Room on the third floor of the Bookstore. The sessions will be held as follows:

- Noon-1 p.m. Tuesday, Oct. 2
- 3-4 p.m. Wednesday, Oct. 3

For more, visit the UEI Campus Grant Program website at
www.enterprises.csus.edu/campusgrantprogram/about.html or email campusgrants@uei.csus.edu.

Submitted by UEI Research Administration and Contract Administration

**Capital Public Radio presents lecture**
Capital Public Radio, in partnership with the Sacramento Air Quality Management District, will present a lecture from renowned climatologist Dr. Benjamin D. Santer from 11:30 a.m. to 1 p.m. Tuesday, Oct. 16, at the Alumni Center. A complimentary lunch will be served.
Dr. Santer, who was awarded a MacArthur Fellowship, has been inducted into the National Academy of Sciences and is considered one of the world’s preeminent climatologists. He is a frequent contributor to congressional hearings on the science of climate change. He has worked at the Lawrence Livermore National Laboratory Program for Climate Model Diagnosis and Intercomparison (PCMDI) for nearly 20 years. The event is limited to 100 guests. For more information and to register, please visit http://bensantercsus.eventbrite.com.
Submitted by Capital Public Radio

Hornet Bookstore to host Unity Chats
The Hornet Bookstore is proud to host Unity Chats, sponsored by the President’s Committee to Build Campus Unity. Students, faculty and staff are invited to chats and informal conversations about issues, events and topics of interest to the campus community. The event is noon-1 p.m. Tuesday, Oct. 2, and the first Tuesday of every month after in the Hornet Bookstore cafe.
Submitted by the Hornet Bookstore

Stock up on movies at special sale
Hundreds of movies – mostly VHS format but many DVD – have been generously donated to the Book Bin (lower level of the Library) to benefit the Library. Now the Friends of the University Library are clearing out the shelves with a special sale 11 a.m.-2 p.m. Friday, Oct. 5, in the University Library Breezeway.

The sale will feature classics, PBS and BBC series, comedies, and more. VHS are $2, DVDs are $4, and sets are $2 per title. All proceeds directly benefit the University Library.

For more information, contact Sally Hitchcock, the Library’s coordinator for community outreach, at 278-5954 or hitchcoc@saclink.csus.edu.
Submitted by Friends of the University Library

University Staff Assembly Halloween contest
The University Staff Assembly will hold its annual Halloween contest Wednesday, Oct. 31. Winners will be announced for best individual costume, best group office costume and best office decorations. For more information and to enter the contest, go to www.csus.edu/usa/halloween. Entry deadline is Friday, Oct. 26.
Submitted by University Staff Assembly

University Union Gallery exhibit
The University Union Gallery is pleased to present "Laura DeAngelis: The Residue of an Aimless Pursuit," through Oct. 18. A reception will be held from 6-8 p.m. on Thursday, Oct. 4, in the University Union Gallery, on the second floor of the University Union.

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

Future Hornet Day 2012
This campus-wide event for prospective students and their families (formerly Preview Day) takes place beginning at 10 a.m. Saturday, Oct. 13; registration opens at 9:30.
For more information, please visit www.csus.edu/student/futurehornet/.
Submitted by Admissions and Outreach

Emergency preparedness training
For all members of your building safety team (building coordinators, floor marshals, etc.) who have not yet attended this year, Public Safety will present training from 9-11 a.m. Monday, Oct. 8, in the University Union, Hinde Auditorium. Topics to be covered:

- Home preparedness
- Building emergency plans
- Building evacuation procedures
- Shelter-in-place procedures
- ENS
- Disaster Service Workers
- New web page

Register at: gnagywb@saclink.csus.edu
Submitted by Public Safety

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. Upcoming trainings (all 9-10 a.m. in the University Union, Hinde Auditorium):

- Thursday, Oct. 11
- Tuesday, Nov. 6
- Tuesday, Dec. 4

To RSVP for the training, please email barnettkj@csus.edu.
Submitted by the Department of Public Safety

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. October and November’s Faculty Senate schedules are available at www.csus.edu/sacstatenews/Articles/2012/09/FacultySenateOct-Nov2012Sked.html.
Submitted by the Faculty Senate

Fall 2012 Sac State Magazine now online
The latest issue of Sac State Magazine is here – and in a new flipbook-style format. In it you’ll find:

- The case for a college degree: Evidence of the value of higher education
- A look at the psychology of money
- Tips for eating healthy without breaking the bank
- Family businesses buzzing with Hornets
Plus: Keeping students out of debt; two faculty members’ ties to history and how their stories are being shared with the campus community; the 2012 Homecoming calendar; and more. Get it here: [www.csus.edu/sacstatemagazine/](http://www.csus.edu/sacstatemagazine/).

*Submitted by Advancement Communications and Stewardship*

### Second Academic Forum on Technology
We are pleased to announce that the second Academic Forum on Technology, hosted by IRT, is scheduled for 3-5 p.m. Wednesday, Oct. 10, in the University Union, Orchard Suite. The topic for this semester’s forum will be the use of technology for student learning. We assume that our students value the use of technology for learning, but do they see eye to eye with faculty on these issues? What do faculty members think about student preparedness and use of technology in their studies? What do students think about faculty use of technology for teaching?

Our panel of students, faculty, and academic managers will delve into the many subjects regarding student/faculty use of technology for teaching and learning, including current topics such as use of mobile devices, use of learning management systems, web portals and e-textbooks. The panel will first respond to questions posed by our moderator about how technology is and should be used by students and faculty, followed by the opportunity for questions from the audience.

Light refreshments will be provided.

*Submitted by the Information Resources and Technology Steering Committee*

### Security quick tip
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 states to click on 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 received an email such as this, DO NOT REPLY. Please forward this and any other suspicious emails to [abuse@csus.edu](mailto:abuse@csus.edu). For more on phishing, [www.csus.edu/irt/is/phishing](http://www.csus.edu/irt/is/phishing).

*Submitted by the Information Security Office*

### Human Resources

#### Part-time instructors needed
Part-time instructors are needed for the Spring 2013 semester. More information is available at [www.csus.edu/hr/faculty/vacancies.htm](http://www.csus.edu/hr/faculty/vacancies.htm).

#### Fall 2012 semester holiday reminders
This is a reminder that the campus will be closed Monday, Nov. 12, in observance of Veterans Day.

In addition, Friday, Nov. 23, the day after Thanksgiving, is an academic holiday for academic year (AY) faculty but is a workday for all other staff, managers and 12-month faculty. The campus will be open for limited intra-campus business but not to the public. It is anticipated that the University Union and University Enterprises Inc. will be closed that day. Therefore, no food services will be available on campus.
Unless work is scheduled for you, our hope is that you will request use of vacation time, accrued compensating time off (CTO) or your personal holiday to give yourself a well-deserved, uninterrupted Thanksgiving break. As always, requests for time off must be made in advance and approved by your manager.

It is also never too early to plan ahead for the December holidays. Monday, Dec. 24, is a workday for all except academic year employees, and the campus will be open that day primarily for intra-campus business. Our hope is that the Governor will continue the tradition of an annual gift of four hours of administrative leave to state workers, which should be used Dec. 24. If granted, this gift will allow us to close campus at noon. Once again, subject to the operating needs of each of your individual units, you are encouraged to use vacation or CTO that day.

Therefore, the holiday campus closure is as follows:

<table>
<thead>
<tr>
<th>Day</th>
<th>Description</th>
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<tbody>
<tr>
<td>Monday, 12/24</td>
<td>Anticipated annual gift from the Governor of four hours of administrative leave</td>
</tr>
<tr>
<td>Tuesday, 12/25</td>
<td>Campus closed in observance of Christmas Day</td>
</tr>
<tr>
<td>Wednesday, 12/26</td>
<td>Campus closed in observance of Admission Day</td>
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<tr>
<td>Thursday, 12/27</td>
<td>Campus closed in observance of Columbus and Indigenous People’s Day</td>
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<tr>
<td>Friday, 12/28</td>
<td>Campus closed in observance of Lincoln’s Birthday</td>
</tr>
<tr>
<td>Monday, 12/31</td>
<td>Campus closed in observance of Washington’s Birthday</td>
</tr>
<tr>
<td>Tuesday, 1/1</td>
<td>Campus closed in observance of New Year’s Day</td>
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</tbody>
</table>

The campus will reopen Wednesday, Jan. 2.

**Excess vacation hours**
Sacramento State employees are limited in the amount of vacation they can keep as an unused balance. Those hours are reconciled annually, and hours in excess of carry-over maximums must be used by Monday, Dec. 31, or be automatically forfeited. It is each employee’s responsibility to monitor his or her accumulated vacation time.

To view your vacation balance, go to [www.csus.edu](http://www.csus.edu), log onto My Sac State using your username and password, and click on Current Leave Balance under Payroll & Compensation. The page will display current vacation balance and alert you if it is approaching the maximum. The Leave Accrual Information link provides information on accrual rates and maximum carryover hours. Those who do not have access to a computer may request a printout from the timekeeper for their department.

Exceptions to the carryover policy must be approved by Christine Lovely, vice president for Human Resources, before the end of this calendar year. The limited grounds for such requests may be found in the “Vacation” article of your Collective Bargaining Agreement or in Title V, Section 42909. The request must include the reasons for the exception and be submitted in writing to the employee’s Program Center Manager for a recommendation. For staff, if approved, the recommendation must include a plan for using accrued vacation before Dec. 31, 2013. For managers, any carried-forward vacation must be used by the end of March 2013. In addition to use of accrued vacation, plans must address the usual accumulation of vacation leave time during the year to avoid this situation in the future. The recommendation must be forwarded by the program center manager to Vice President Lovely by Friday, Dec. 7, for approval. For more information, contact Human Resources at 278-6078.
Open enrollment
Open enrollment is under way until Friday, Oct. 5. The deadline to submit open enrollment transactions is 3 p.m. Oct. 5. All open enrollment transactions will have a Jan. 1, 2013, effective date. During the open enrollment period, employees can schedule an appointment with Benefits Office staff to process your open enrollment transaction/forms while you wait. Contact the Benefits Office at 278-6213 to schedule an appointment.

You can find the 2012 open enrollment schedule and additional information at www.csus.edu/hr/benefits/openenrollment.htm. For specific questions regarding the Benefits Faire or the annual open enrollment period, contact the Office of Human Resources – Benefits in Del Norte Hall, Room 3004, or call 278-6213.

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, 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:

Althea Spencer, Accounts Payable Department
Mike West, Engineering Services
Florence Jackson, UTAPS
Joseph Small, Mail Services Center