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SUPPORTING STAFF PROFESSIONALISM AND SUCCESS
VOL. 7 | ISSUE 2 | FALL 2013



Behind the Scenes - ABA After Dark

Not many of us that work a typical *eight to five* schedule think much about our colleagues who don't. We are like ships that pass in the night, so to speak.

But nearly 15 million Americans work a permanent night shift or regularly rotate in and out of night shifts. And more than a few ABA staff professionals are here after the sun goes down and sometimes when the sun comes up again in the morning.

As a residential campus, with plenty of night classes, events and activities, Sac State is just getting its second wind after dark. Even when the lights go out, ABA's shift professionals are...[read more](#).



Message from the Vice President

Planning for the future of Sacramento State is at the heart of many campus activities this fall. Update of the Master Plan, which began last year, is in full swing, with a focus on gathering feedback from the University's

constituents.

The plan, which is renewed every ten years, will guide changes to all aspects...[read more](#).

Awards & Recognition



Sacramento State drew praise in September for the quick action of its Public Safety staff in responding to a critical emergency on campus.

On September 8, 2013, 47-year-old Anibal Rubina, who was participating in a soccer game on Sac State's Intramural Fields, collapsed suddenly...[read more](#).

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ABA News



Vice President/CFO Mike Lee helped welcome Sac State's African American students to the campus at the Black Alumni Chapter (BAC) Student Welcome event on Monday, September 16, in the University Union, along with...[read more](#)



Staff Spotlight

In each issue, the FOCUS Newsletter spotlights a professional member of ABA's staff. The Spotlight is a way to share with others information about what ABA staff professionals do and

how they can help.

Since 2012, we have explored ideas around "redefinition," asking how staff professionals believe they can contribute...[read more](#).



Tech Tips - Web Browsers

We use web browsers every day - to access the internet, research information, check movie times, etc - but have we thought

about why we use one particular browser over another? Do we simply use the one that came pre-installed?

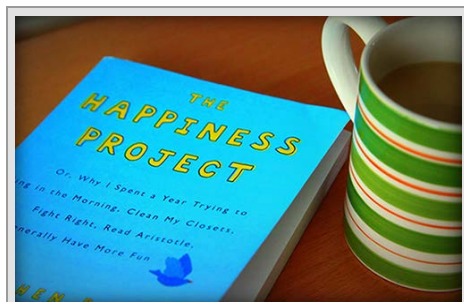
Firefox, Internet Explorer, Chrome, and Safari are the four most commonly used web browsers, but they share an interesting history, and are...[read more](#)

ABA Green News



In late October, the implementation of the SMART Grid energy information software was completed, which will generate reports on each building's energy use.

This final step in the project capped off the two-year long effort, which involved a seven-step process. [Read more.](#)



Book Review - The Happiness Project

The Book Review is a new feature segment of the ABA FOCUS Newsletter.

This is an opportunity for ABA staff professionals to share their thoughts on books they have read with themes that apply to the goals of ABA and/or the University.

It is a way for others to learn about ideas and connect with reading materials that may be of interest to them. [Read more.](#)



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ABA NEWS



ABA Joins Alums to Welcome Students

Vice President/CFO Mike Lee helped welcome Sac State's African American students to the campus at the Black Alumni Chapter (BAC) Student Welcome event on September 16 in the University Union, along with a host of representatives from divisions, auxiliaries and colleges across the University.

The event is part of the BAC Outreach and Retention Committee's overall strategy to support the enrollment, retention and graduation rates of black students at Sacramento State, in line with Sac State and system-wide initiatives.

Vice President's Office staff helped coordinate catering and other arrangements and manned event tables. University Transportation & Parking Services (UTAPS) participated in the

event's Information Resource Fair, designed to empower students by reaching out to provide helpful resources and information. And, as in past years, ABA contributed by covering a portion of the event's catering costs.

The event is not only a source of practical and useful information for students, but an opportunity for students to connect with black alumni. These connections strengthen support for students down the road, thereby helping to improve retention rates and cultivate future Sac State alums.

Vice President/CFO Lee supports a variety of diversity efforts on campus and in the community on behalf of the University, through Sacramento Black Chamber of Commerce, the Sacramento Hispanic Chamber of Commerce and the Sacramento Asian Chamber of Commerce sponsorships. More recently, ABA became a member of the American Association of University Women (AAUW), Sacramento Branch, whose activities they will also support. "AAUW is the nation's leading voice promoting equity and education for women and girls."



Cops Coffee Engages Students

Public Safety hosted a "Coffee with Cops" reception in September, encouraging the campus community to come and learn about safety issues and emergency preparation.

Public Safety's [facebook page](#) described the event as a "unique way to strengthen the partnership between the Sacramento State Police Department and the campus community it serves."

The goal of the event was to remove obstacles that connect the campus community to Public Safety, because an engaged and connected campus serves as a great deterrent to crime and illegal activity.

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The first of its kind since Police Chief Mark Iwasa's appointment, the event drew some 30 students. A significant representation of Public Safety staff attended as well, including Chief Mark Iwasa, Lieutenant Christina Lofthouse, Sergeant Vic Vinson, Detective Jason Johnston, and other officers and dispatchers. If you ever have an issue that you think requires Public Safety's assistance, do not hesitate to contact them at (916) 278-6851.

Ten Things Reprographics Wants You to Know

Reprographics launched a publicity campaign this fall to advertise their services. With a new website and product gallery, they are reaching out to the University community to let everyone know they are Sacramento State's official on-campus print shop with equipment, services and competitive prices that can't be matched. These ten snippets of information should help users discover why Reprographics is the print shop of choice for the campus.

Reprographics Services:

- 1) Is a full-service print shop, offering a wide range of high-quality professional services you would find at any local printer;
- 2) Boasts the latest state-of-the-art equipment;
- 3) Serves the business and academic printing needs of University departments, and auxiliary and student organizations, including faculty and student projects;
- 4) Can handle any job from start to finish, with services for printing, sorting, labeling, addressing, list certification, personalization, binding, mailing, laminating, mounting, etc.;
- 5) Can help you make your electronic documents "print-ready;"
- 6) Is **the** campus source for office printer/copier paper (formerly available from Photocopy Services);
- 7) Is cost competitive and will price-match any job;
- 8) Partners with many local printers to provide services not available on campus at competitive prices;
- 9) Is conveniently located on campus with short-term parking for visitors;
- 10) Provides delivery services to your office every day.

Check out the [Reprographics website](#) to see the [gallery of service and products](#) and hear [rave reviews](#) they are receiving from customers!



Upgrades Improve Learning Environment

Facilities Management concluded another round of classroom improvements over the summer in preparation for the return of students in the fall.

Overall, 22 classrooms were outfitted with new lighting, carpeting, whiteboards, and equipped with smart-classroom capabilities, including cameras, speakers and projectors.

"The objective is to not only provide adequate technology for the professors, but we serve the students best with clean, functional and well-lit classrooms," said Mark Leisz, manager of Facilities Management Customer Service. "Our primary goal has always been to provide an excellent learning environment."

Classrooms improvement selection is based on need, to ensure we are providing quality learning environments. "The improvements were based on the assessment of antiquated equipment and or lack of technology," added Leisz.



ABA Speakers Share Social Media Tips

ABA's 2013 Fall Speaker Series event featured University Public Affairs speakers Jeannie Wong and Jack Vaughn, who spoke about the importance of social media to the University's communication program.

The event drew close to 80 guests from across the campus, with an audience representing ABA and other division staff, as well as students and faculty.

Wong and Vaughn alternated presentations to discuss how they have integrated social media, including Facebook, Twitter and YouTube, into their traditional communication media to engage students and

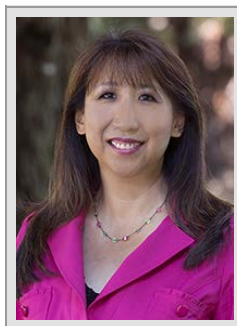
the community. Public Affairs has also begun to explore other platforms including Instagram and Pinterest.

A fast paced and ever-evolving field, social media connects students, alumni, faculty, staff, and community members, with interesting stories, news updates, as well as important notifications. Sac State's integrated communications include the University's home page, news releases, the Sacramento State Leader, digital signs, printed materials, select advertising and the Made at Sac State video magazine, in addition to social media platforms.

Through the efforts of Public Affairs, the University has expanded its reach to over 17,300 Facebook fans, up from 10,400 just a year ago. The weekly total reach of the University's Facebook page is from 150,000 to 350,000. In addition, Sac State now has 8,700 Twitter followers and over 121,000 total YouTube video views, the most popular video being "Made at Sac State: Sasha Asghari."

Speakers Wong and Vaughn shared with the audience tips and best practices for using social media. A few fan-friendly Facebook strategies include:

- Keep it light
- Keep it right
- Keep it newsy
- Show, don't just tell
- Host a "variety show"
- Timing is everything
- We're here to serve
- Sharing is caring
- Build the relationship



Winter Bowling Kickoff Coming Up

The Sacramento State Winter Bowling League, coordinated by the Police Department, is a way for staff to engage in a fun-filled and dynamic six-week winter experience.

Got a team? Looking for a team? Sign up today! Teams consist of four players each, with substitutes brought in throughout league play.

The winter bowling league will begin on January 8 and will meet every Wednesday for six weeks. Sign-ups must be completed by January 2. Cost for each participant is

\$10.00 a week.

If you are interested, [contact Serena Fuson](#) for more information! Remember, register by January 2!



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ABA AWARDS & RECOGNITION

Public Safety Awards Recognize Employees, Students



Employee of the Quarter, 3rd Quarter 2013 - Doug Nguyen

"Corporal Nguyen has demonstrated exceptional professionalism and leadership. His ability to listen to other's ideas with concern and an open mind has created an environment of mutual respect where relationships flourish.

In addition to supervising his team, Corporal Nguyen also had the responsibility of supervising the range program. We recognize and appreciate his dedicated efforts."

Student of the Quarter, 3rd Quarter 2013 - Eric Ortlinghaus

"Eric's leadership of the Community Service officers (CSOs) is reflected in their enthusiastic pursuit of professional service to the community. Eric sets a fine example for others to emulate. He is always receptive to feedback and delivers exceptional service. Eric can be relied upon to handle short notice details and gives timely, relevant feedback to supervisors related to assigned tasks."



ABA Staff Honored for Career Milestones

Sacramento State held its Annual Service Awards event in September, recognizing faculty and staff who have reached significant milestones in their careers. Employees were honored for their 10, 15, 20, 25, 30, 35, and even 40 years of service to Sacramento State.

Many ABA employees were also recognized at this event. We took the time to collect some of their thoughts on being recognized, as well as their most memorable experience on campus:

Nancy McCarty, 30 years of service - "I can't believe I have been here 30 years. I'll never forget the early years when I worked in the Administration Building (now Sacramento Hall). We disbursed financial aid checks through the windows of Admin (now SAC) 110. We didn't have computers out our desks, only ten-key calculators. Now, we have electronic refunds. We have come a long way." I will never forget all the wonderful people I have gotten to know along

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the way. I never would have made 30 years if it wasn't for all my friends here at CSUS."

Stacy Hayano, 25 years of service - "The most memorable experience was probably the opportunity to produce the campus' first financial package for the Parking Structure I project, which was submitted to the Chancellor's Office for Board of Trustees approval. This was my first 'big' project and it gave me the opportunity to work with the Chancellor's Office Finance and Treasury unit and many people on campus. It was a very rewarding experience."

Facilities Management Awards Recognize Staff Monthly



September 2013 - Nat Martin, Energy Conservation Coordinator

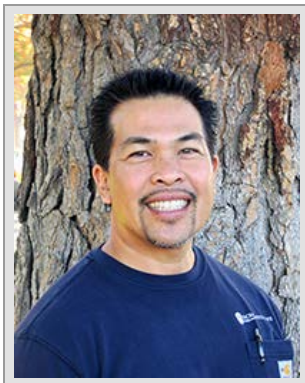
"Nat has a very strong work ethic. He is very conscientious about his assignments, takes them very seriously, and is diligent to complete them. Nat is among the most congenial people in the department. He naturally gets along with managers and staff."

With the completion of the Smart Grid project, Nat recently took over the HVAC time clock programming. He takes extreme care to program these systems for class times and office use and then turns them off when classes are not scheduled. This care and attention to detail means the University is saving more energy with this program than ever before – we saw a 10 percent reduction in natural gas usage so far this year and anticipate similar savings with electricity once a full year of his oversight is complete." Congrats Nate!

October 2013 - Kurt Dingmann, Locksmith

"If it has anything to do with lock work, Kurt is the person to get the job done. He has had excellent focus, completes a lot of work very quickly, and is quick to get out of the shop and start getting his work orders completed."

Kurt is willing to help all of those around him learn new skills, and our customers feel that he genuinely cares about their concerns. He is very helpful to all, and we feel very lucky to have him on our team."



November 2013 - Michael Mene, Lead Electrician

"Mike's pre-planning and AiM work order checking allows the employees under his direct supervision a clear path to work completion. Mike's dedication starts with an early morning arrival each day to prepare the day's work for his shop."

Mike is easy to work with and treats others respectfully. Mike is someone who we can plan on for future work events with confidence."

December 2013 - Claria Casipit, Custodian

Clarita, or "Tat," is a true professional! She leads the day-shift custodial crew with sincerity, and takes the utmost pride in performing all of her responsibilities, from overseeing warehouse operations, to cleaning the campus, and supporting her crew. She firmly believes that her work is a direct reflection of her personal integrity and expertise. Her duties are always completed on time, no matter how stressful things get, and (her work is of) superb quality.

Compliments are regularly forwarded after her crew completes an assignment. Tat can be considered a feather in Facilities Management's cap. The University benefits from Tat's great service.





Life-Saving Actions Awarded

Sacramento State drew praise in September for the quick action of its Public Safety staff in responding to a critical emergency on campus.

On September 8, 2013, 47-year-old Anibal Rubina, who was participating in a soccer game on Sac State's Intramural Fields, collapsed suddenly. Team-mates contacted the campus Police dispatch center while a friend began performing CPR.

On-call dispatcher Keegan Hironaka dispatched police units and Officer Thelma Matthews arrived and assessed the victim to be

unconscious and not breathing. Using an Automated External Defibrillator (AED), she was able to re-establish a heartbeat. The victim was transported to a nearby hospital where he recovered.

Officer Thelma Matthews was recognized for her actions by the California Highway Patrol (CHP) with the Commissioner's Medal of Distinction, which recognizes the heroic acts of civilians and non-CHP public safety officers.

In addition, Matthews and Dispatcher Hironaka were recognized by On Scene Event Medical Services, and Cardiac Science, for their quick actions, and were reunited with Mr. Rubina, who had made a complete recovery. "It was very special to meet Anibal and his family. Since the moment I helped Anibal, I feel that I knew him for a long time," said Matthews. "Anibal and I created a very strong bond with each other. We will always have a special place for each other."

Matthews recognized the importance of her colleagues during the event, who were just as instrumental. "My team members Sergeant Vic Vinson, officers Parker and Martinez...dispatcher Keegan Hironaka...I could not have done it without my team members' assistance! I am proud of them!"

Mr. Rubina was fortunate enough to be released from the hospital the day before his 48th birthday. "Now I have two birthdays," said Mr. Rubina.



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BEHIND THE SCENES



Behind the Scenes - ABA After Dark

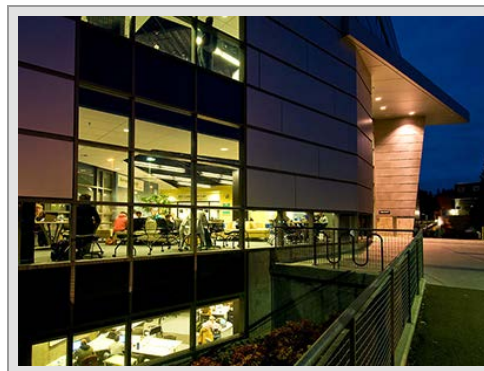
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But nearly 15 million Americans work a permanent night shift or regularly rotate in and out of night shifts. And more than a few ABA staff professionals are here after the sun goes down and sometimes when the sun comes up again in the morning.

As a residential campus, with plenty of night classes, events and activities, Sac State is just getting its second wind after dark. Even when the lights go out, ABA's shift professionals are on board performing critical safety and maintenance functions and acting as the eyes and ears of the campus. While the ABA team does not represent the entirety of the University's night shift staff, they form an extensive network of self-motivated professionals who collaborate to ensure that the campus is functional and safe.

Shift work is the norm in public safety and custodial professions and is standard for agencies where round-the-clock monitoring of systems makes sense. ABA's "after dark" professionals represent the University Police Department and Facilities Management (FM) Central Plant, both of which operate 24/7, as well as FM trades, grounds, custodial and other specialties.

The Police Department maintains a staff of law enforcement professionals at all hours, from officers and dispatchers to community service officers and specialists. With the cover of dark and fewer people on campus, staffing is critical for crime prevention and emergency response. Facilities Management building engineers oversee the Central Plant, which never shuts down. In fact, most of the campus cooling energy is generated by chilling water at night for distribution the next day.



In addition, Facilities Management trades professionals are on hand to perform work that cannot be done while rooms are occupied and to ensure coverage for emergencies. And, many of the custodial staff clock-on after building occupants leave for the day. Other specialists, including light changers and streets sweepers, work after hours to maximize efficiency.

Despite the unconventional hours, many of ABA's professionals enjoy the benefits of working "after dark." It takes a certain mind-set for shift work - and many ABA shift professionals say they are naturally "night people." If not, they have adapted to night work so well that they consider the day shift unusual, like Building Service Engineer Chris Smith. "I, as well as my family, have adjusted over the years to a night shift,

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so now a day shift would seem out of the ordinary," said Smith.

Officer Nathan Rice agrees. "I think the night shift is perfect for my personality. The shifts allow me to take my children to school each morning and have dinner with them each night," said Rice. The upside for the campus is that there are greater opportunities for officers to spend time with students when on patrol, sharing precautionary tips to enhance safety.

Most appreciate the peace and quiet of nighttime at Sac State, working together to cover issues with fewer staff and resources. The team has developed a spirit of camaraderie not unlike that of their day-work colleagues. "I am very proud to work with a group of people who are self-motivated and have exceptional work ethics," said Lead Custodian Peggy Tucker. Some, like Tucker, have worked graveyard or swing shift close to their entire careers at Sac State. For Peggy, that's 19 out of 21 years.

Electrician Dennis Franzen, who has worked the swing shift for just over a year, always wanted to try it, and so far loves it. "There is less hustle and bustle and more time to concentrate on the task at hand," he said. "Sac State is just as beautiful in the dark night as it is in the bright day!"



On watch commander rotation since July, Lieutenant David Heaphy enjoys the sunsets, and appreciates the lack of traffic and parking congestion. But, the challenges at night are greater, with more difficult access to problem solvers and troubleshooters, and fewer people on campus to report suspicious activity.

All in all, while the population of students, faculty, and staff dwindles significantly after hours, ABA and other University shift personnel are awake and alert and reporting to work. You could say the campus never sleeps, thanks to those who are willing to adapt their schedules to keep it going. ABA values the night crew for helping to maintain an excellent teaching, learning and working environment – after dark.



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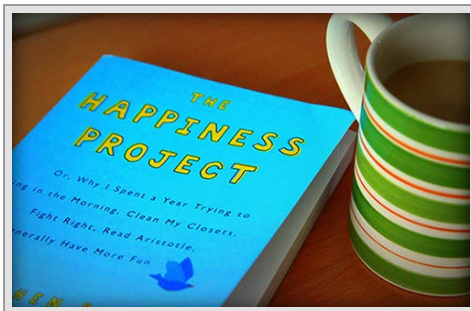
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BOOK REVIEW



Book Review

The Book Review is a new feature segment of the ABA FOCUS Newsletter.

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"The Happiness Project," Author Gretchen Rubin

By Angel Thayer

I started a memoirs book club a little over two years ago. Each month, the host selects a memoir for that month's meeting. Last fall we read *The Happiness Project*, which is a cross between a memoir and self-help guide.

The author, Gretchen Rubin, spent twelve months focusing on a variety of techniques to achieve happiness and in the process she shares her personal revelations. *The Happiness Project* is based on scientific research and lessons learned from popular culture.

She started out by focusing on twelve resolutions - vitality, marriage, work, parenthood, leisure, friendship, money, eternity, books, mindfulness, attitude and happiness. I was particularly affected by the chapter on work, because it clearly relates to all aspects of my life. I found it interesting that she emphasizes the importance of enjoying failure at work. If we avoid it, we create missed opportunities for improvement.

After I read that, I felt encouraged to challenge myself and work outside of my comfort zone. This gave me a chance to develop new skills, improve my confidence and feel happier overall about my work performance. Additionally, she encourages the reader to ask for help. When we seek advice from coworkers, there's an opportunity for "mutual improvement." Of course I've experienced this before, but I hadn't realized how beneficial it actually is. I found that it was enjoyable to ask for help. It started a dialogue between two colleagues, and then turned into a positive learning experience for both of us.

Finally, I was impressed with what she calls her "twelve commandments." She has a list of twelve principles that she follows throughout her happiness project: Be Gretchen, Let it Go, Act the Way I Want to Feel, Do it Now, Be Polite and Be Fair, Enjoy the Process, Spend Out, Identify the Problem, Lighten Up, Do What Ought to be Done, No Calculation, and There is Only Love. The one that struck me the most was "Be Gretchen." No matter what resolution you're attempting to complete, it's always important to be true to yourself. Without that, it's difficult to achieve your goals and find true happiness.

Angel Thayer is a Budget Analyst in Budget Planning & Administration, ABA



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ABA GREEN NEWS

SMART Grid Software Implementation Caps Project



In late October, the implementation of the SMART Grid energy information software was completed, which will generate reports on each building's energy use.

This final step in the project capped off the two-year long effort, which involved a seven-step process.

In the end, the project led to many improvements to campus buildings and energy monitoring equipment including:

- Energy management and HVAC control systems

installed in 38 buildings.

- Installation of 16 electric vehicle charging stations.
- Installation of 80 smart meters, one or more for every building on campus.

According to Senior Director of Plant Operations Linda Hafar, smart meters themselves aren't the answer when it comes to energy conservation. "Metering does not save energy, it just tells us how much each building is using. With the meter data we can get the energy use per square foot from the Energy Information System. It will help identify energy hog buildings. With this and other information we can determine where best to invest in energy conservation measures."

Thankfully, the project's completion has led to many benefits, though. "The Energy Management and Control System ... helps the maintenance technicians see an overview of each building via the computer software when there are problems. The technician can look at the graphic screens depicting the temperatures throughout the building to see if it is just a local room problem or whether the entire building is hot or cold," Said Hafar. "Smart metering and the associated energy information software will help us invest more wisely in energy conservation projects."

In addition to these benefits, expanded monitoring devices and software will allow problems to be diagnosed quicker and more accurately.

These accomplishments could not have been completed without the collaborative efforts of multiple offices and



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departments on campus, including Facilities Management, Budget Planning & Administration, Accounting Services, Procurement & Contract Services, Information Resources & Technology, and others. In fact, these groups were recently recognized with ABA Leadership Peer Team awards.



Sustainability Team Sets Blistering Pace!

Facilities Management's sustainability team has set a blistering pace this semester, with a sequence of activities that keep sustainability in the public eye on the Sac State campus and beyond. From a new logo (pictured left) and informational tables at events, to student volunteer activities and recycling collection, the sustainability team knows how to get the word out and get others involved!

Rush Week Sustainability Booth

The sustainability team manned a Sac State Sustainability booth in the Library Quad during Rush weeks, September 4 through September 9. The effort resulted in the collection of 21 new volunteer interest cards, which means 21 new Sac State students expressed an interest in getting involved with the program.

WELLcome Back Sustainability Table

The sustainability team teamed up with Environmental Health & Safety for The WELL's WELLcome Back event in September.

Participants were encouraged to bring and recycle old batteries, light bulbs and personal electronic waste, as well as support the newest diversion stream by bringing expired or unused prescriptions or over-the-counter medications for responsible disposal at The WELL Pharmacy.

Conversations engaged students in the importance of being environmental stewards, and educated the campus population on the new medication disposal bin at the pharmacy.

Attendees were also encouraged to play games, including a bag-toss game, enticing them with the opportunity to win WELL bucks!



Swarm Day Campus Photo

The sustainability team and more than a half a dozen students proudly displayed Sac State Sustainability pride in the annual Swarm Day campus photo. Because this photo is used in various University publications, this was an opportunity for the team to promote the new sustainability logo and make sustainability part of Sac State's advertising campaign. Spot Recycling Coordinator Joey Martinez in the center of the photo sporting his sustainability t-shirt!



Farm to Fork Sustainability Booth

The sustainability team was on hand for the campus September 19 Farm to Fork event, collecting interest cards from future prospective student volunteers and engaging students in conversation about sustainable practices and the importance of student involvement. Efforts like these help raise awareness about the value of "going green" on campus.

The team positioned their booth near the entrance/exit point of the Guy West Bridge luncheon event to maximize traffic. The bridge made for a perfect backdrop for this unique dining experience!

Great American River Clean Up

In partnership with the Environmental Student Organization (ESO), right here at Sac State, the team promoted the Great American River Clean Up, also in September, with two members acting as site captains at Discovery Park—the event location — on behalf of the American River Parkway Foundation.

Sac State's fraternal organization Sigma Alpha Epsilon, partners of ESO, and other volunteers allowed for the team to provide over two dozen volunteers, each sporting Sac State sustainability t-shirts! Letters of thanks went to students to confirm their participation for class credit.



The event, which included multiple locations along the Parkway, yielded the collection of nearly eight tons of trash and litter!



Recycling Day @ Facilities Management

The team collected over one ton of materials on Recycling Day @ Facilities Management, prompting extension of the event to three days to allow for additional collection of materials. The

team collected car and motorcycle batteries, as well used cooking grease, in addition to the promoted items. Because of the event's success, the team is planning a campus-wide launch!

Homecoming Football Game Tailgate Recycling

At the homecoming game, volunteers were given "Eat, Sleep, Recycle" t-shirts, in an effort to promote the Sac State sustainability brand, along with tools and compostable liners with which to collect California Redemption Value (CRV) materials. All materials were returned to a central location where they were weighed, documented, and prepared for recycling. Over 200 pounds of empty glass and plastic bottles and aluminum cans were collected by the end of the game.



"Recycle It All at Sac State" Recognized

In November, Facilities Management, led by the sustainability team, hosted a "Recycle It All at Sac State" event in the library quad.

The event was hosted by Facilities Management employees as well as numerous volunteers and representatives from groups and businesses involved in sustainable practices.

Because of the combined efforts of all of these individuals, staff, and volunteers, nearly 1,000 pounds of recyclable materials were collected. That's 1,000 pounds of e-waste, Styrofoam, expired medications, used batteries and other products that will not end up

in a local landfill.

Additionally, the efforts of the "Recycle It All at Sac State" event were officially recognized by the Keep America Beautiful recycling site for eligibility in the national America Recycles Day competition! Sac State was one of only four sites in all of California that collected used hangers as part of the Hanger Amnesty campaign!

Recycling Coordinator Joey Martinez highlights why they were so successful: "Some of our biggest success came in the form of campus awareness. Several student groups expressed interest in conducting their own future collections with

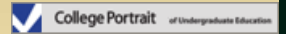
our guidance," said Joey. "We were even visited by several of the young children from the Children's Center who not only brought recyclable materials, but also lent a hand in sorting them."

Let's recognize the amazing efforts of our sustainability team by ensure we are following sustainable practices as well!



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MESSAGE FROM THE VICE PRESIDENT



Message from the Vice President

Planning for the future of Sacramento State is at the heart of many campus activities this fall. Update of the Master Plan, which began last year, is in full swing, with a focus on gathering feedback from the University's constituents.

The plan, which is renewed every ten years, will guide changes to all aspects of the campus physical environment over the long-term, including existing and proposed buildings, open space, traffic circulation and pedestrian and bike pathways, as well as connections to the surrounding city.

Concurrently, revisions to the University's Strategic Plan are underway. Over the summer, President Gonzalez established a structure for review of the plan, last revised in 2007. The Strategic Plan embodies the academic mission, along with the vision, values and strategic

priorities of the University.

A third element that spans both efforts is Redefine the Possible, an inspiring charge delivered in 2012 by the president that encourages us to think creatively and innovatively – to dream big - in all that we do.

The planning calendar couldn't be timelier. As we slowly emerge from the economic challenges of the past few years, the colossal changes that have taken place are unmistakable. Planning at this juncture offers us great possibilities for growth and development that is both reflective and strategic.

It is an exciting time to embark on shaping the future of Sac State. And, there are many opportunities to hear about the planning efforts and share your ideas. As ABA staff professionals, you possess immeasurable knowledge and insights about campus operations and services that make your participation so valuable. To learn more about the plans and how you can participate, please visit the websites.

University Strategic Plan - <http://www.csus.edu/universitystrategicplan/>

University Master Plan - <http://www.csus.edu/masterplan/>

At the division level, ABA's family/department goals for the current year, and first quarter progress reports, have been posted to our website. Your direct contributions will be critical here - <http://www.csus.edu/aba/SPQI/progress-reports.html>

ABA's planning program has a strong emphasis on reporting and recognition of accomplishments. And the ABA FOCUS newsletter is one of ways in which we capture and share information about the good work that you accomplish every day. I couldn't be prouder of the commitment that each of you brings to your daily efforts. I hope you will enjoy reading the stories and articles and share in celebrating the many ways in which ABA supports Sacramento State.

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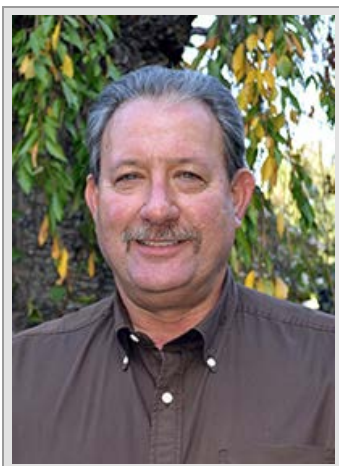
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NEW FACES AND FAREWELLS

New Faces

ABA welcomes the following new staff professionals to the division. These new hires fill critical positions, and we welcome them to the ABA family.



Ronald Abbott
Administrator II
Facilities Management



Ademidun Adejobi
Administrative Support Assistant I
Financial Services



Vincent Burton
Sergeant
Public Safety



Jeremy Cook
Custodian
Facilities Management



Charles Eyster
Information Technology Consultant
Budget Planning & Administration



Allan Ganotisi
Custodian
Facilities Management

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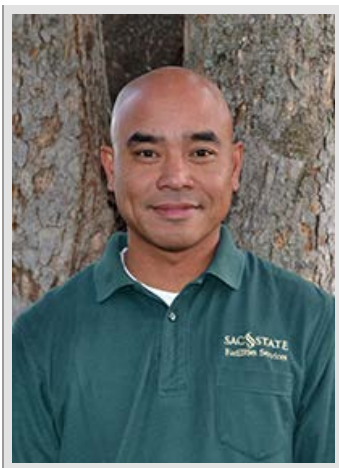
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Allan Soliven
Custodian
Facilities Management



Cheng Wang
Customer Service Officer
Public Safety

Farewells

ABA says farewell to the following retirees and departing employees. Each represents many years of institutional knowledge. ABA would like to acknowledge the work of these dedicated employees and wish them well in their retirement and future endeavors.



Linda Hafar
Senior Director, Plant Operations
Facilities Management



Gina Lombardo
Director, Transportation & Parking
Administration
UTAPS



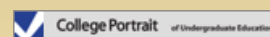
Lynda Reposo
University Accounts Receivable
Supervisor
Financial Services

Not Pictured: Martin Farrow, Nadine Nakata, Peggy Patrick, Ammie Valila



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STAFF SPOTLIGHT



Staff Spotlight with Kaye Milburn

In each issue, the FOCUS Newsletter spotlights a professional member of ABA's staff. The Spotlight is a way to share with others information about what ABA staff professionals do and how they can help.

Since 2012, we have explored ideas around "redefinition," asking how staff professionals believe they can contribute to the University's "Redefine the Possible" initiative, or conversely how ABA has supported their growth in such a way that they have redefined the possible for themselves in their careers.

Name: Kaye Milburn

Position: Auditing Services Director

ABA Department/Unit: Auditing Services

How long have you been with Sac State? Since July 2012

What are some examples of your daily duties? The campus is subject to numerous external audits. My daily duties consist of working with various members of the campus community to manage and oversee these audits. In the last fifteen months since I've been here, Sac State has been audited by the Chancellor's Office in four areas, the California State Auditors, the State Controller's Office, the Department of Education, the Department of Veteran's Affairs, and various other accounting firms hired to look at specific programs (i.e. NCAA). Our office has also provided internal audits on campus fees, public user fees and for special requests.

What have you done to promote positive change in your unit's processes since your appointment? We've been working to promote our department as a service to the campus. We can assist the various units in so many ways by providing understanding, improvement, efficiencies and advice.

How has your job influenced your professional growth? I have had many experiences as an auditor - from banking, to health care, to city government, to telecommunications and now a state university. I feel all of the industries have provided me with experience to work at a university. Learning about the various colleges and operations here on campus are continuing to contribute to my professional growth as an auditor. I look forward to my journey here on campus and all that it continues to offer me.

What certifications do you hold? What does it take to become certified, and how do you feel these qualifications benefit the campus? I am a Certified Public Accountant (CPA), a Certified Internal Auditor (CIA), and a Certified Information Systems Auditor (CISA). They all require lengthy, challenging exams and audit experience in order to obtain the certifications. I feel the qualifications benefit the campus in providing competent advice to my various customers here on campus.

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Who are your primary customers? Auditing Services' customers represent all areas of the campus that are involved in an audit initiated either on campus or by various external auditors. All advice provided takes the students and what would be best for them into account

What are your biggest, yet most rewarding challenges? Getting through a large, lengthy audit and then being thanked by the campus community for providing assistance.

What do you like best about your job? I love working with everyone on campus.

What is your favorite aspect of working on campus? I love working on our beautiful campus. The plentiful trees and well-kept landscaping make it a joy to walk through the campus.

Why and how would someone contact you? Anyone who would like advice on a particular issue or process may contact me at kaye.milburn@csus.edu or x87439.

What does the new initiative "Redefine the Possible" mean to you? When I hear the words "Redefine the Possible," I think about evaluating our goals and setting priorities that will create the most benefit for our campus.



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TECH TIPS



Tech Tips - Web Browsers

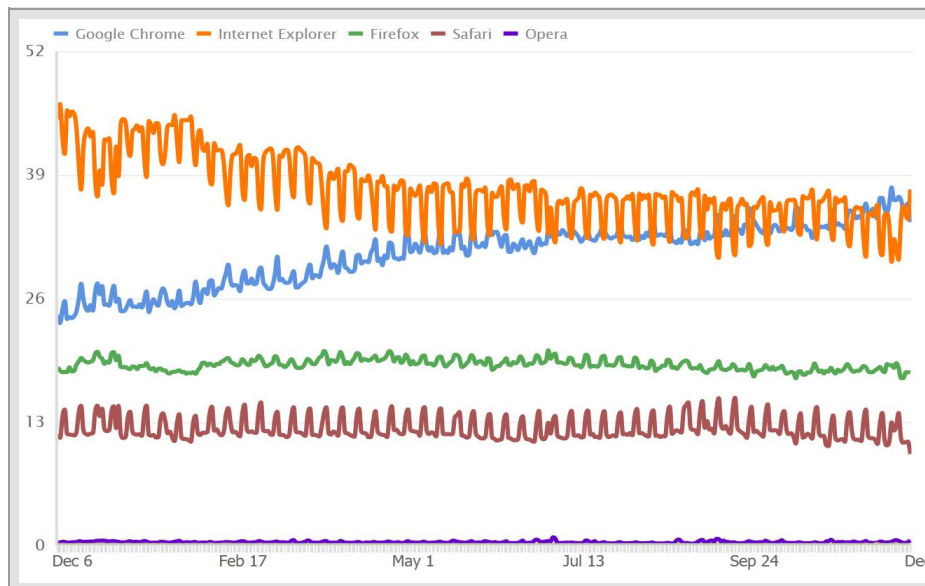
We use web browsers every day - to access the internet, research information, check movie times, etc - but have we thought about why we use one particular browser over another? Do we simply use the one that came pre-installed?

Firefox, Internet Explorer, Chrome, and Safari are the four most commonly used web browsers, but they share an interesting history, and are always competing with each other for usage share.

Which browser you use is important for those who create the applications and webpages you access. Software developers and web developers are constantly tinkering with their applications to best run on each browser. In some cases, an application may run best, or run exclusively, on one particular browser. For example, for our Web Content Editors here in ABA, IRT officially recommends Chrome to its users.

However, there is a case to be made that each browser is useful. Firefox is widely used for its integrated applications and "extensions" that add more features to a user's browsing experience. Chrome is often cited as one of the fastest and smoothest working browsers. Browsers like Safari and Internet Explorer benefit as they are the default browser applications for both Apple and Microsoft operating systems, respectively.

Who is winning the "usage war?" Well, it depends on who you ask:



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Some sources show that Google's Chrome has outpaced Internet Explorer as the most widely used browser, which is impressive as Chrome was released only five years ago, while Internet Explorer has been around since 1995. Other sources show Internet Explorer is still on top. These different outcomes stem from the different methodologies used to collect data.

Regardless of who is currently "winning," the real winners are users, as competing platforms allow for greater innovation and improvements. Chrome has rocketed in popularity due to both a clever marketing campaign, and a smooth, fast, and crash-free experience to its users. Some attribute Internet Explorer's slow descent to age, as the application itself has grown in size and doesn't always run as quickly as other browsers.

Another black eye for Internet Explorer - Chrome and Firefox update automatically, while it is still common for older computers running older operating systems to also be running older versions of Internet Explorer. These older versions are much more vulnerable to targeted attacks from viruses, malware, and spyware.

It is important to understand all of these differences when accessing the internet. While we may have virus removal programs, the best way to protect yourself is to make sure your web browser is fully updated, and avoid visiting or clicking on suspicious websites or links. If you are curious about whether or not you have the most up-to-date version of your web browser, or want to try a different browser, view this [helpful resource](#).



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