



ADMINISTRATION & BUSINESS AFFAIRS

Sac State Home ABA Home Recognition Program Thank-you Blog



FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS
VOL. 7 | ISSUE 3 | SPRING 2014



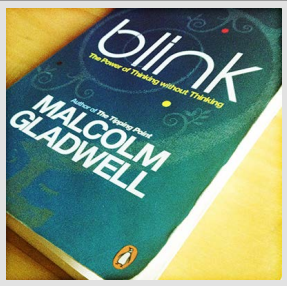
Planning Sets the Stage for Success

Everyone understands the importance of planning, right? Without a plan, we may get by, but without sheer luck, our aspirations for the future will likely flounder. Without a destination in mind, and a roadmap to get there, we may arrive at an arbitrary endpoint. And the likelihood that we will travel together and arrive at the same place is slim unless we agree on where we want to go and share directions. ...[read more](#).



ABA News

April is Alumni Month at Sacramento State! Join ABA in celebrating its division staff professionals who hold Sac State degrees. Log on to ABA's website where we proudly recognize our alums for giving back as Sac State career employees - <http://www.csus.edu/aba/ABA-About/aba-alums.html>. For a list of Sac State Alumni Month activities...[read more](#)



Book Review

The FOCUS staff would like to introduce our readers to the second in a series of our newsletter feature, the book review.

In this feature, ABA employees share their thoughts about a book they have recently read with themes that apply to the goals of ABA and/or the University.

"Call it instinct, insight, intuition or psychic ability, some people are particularly adept at ...[read more](#).



Message from the Vice President

With another spring semester well underway, I would like to take a moment to reflect on the accomplishments of our staff over the past few months.

You will find throughout this



Staff Spotlight

In each issue, the FOCUS Newsletter spotlights an ABA staff member whose work deserves mention. Recently, our spotlight explores ideas around "redefinition," asking how staff professionals have grown in their careers while working in ABA....[read more](#).

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- Staff Spotlight
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California State University,
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Alexander Gonzalez

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Ming-Tung "Mike" Lee

EDITOR
Sarah Whyte

WEB EDITORS
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Sarah Whyte

WRITERS
Elena Compo
Andrew Stiffler
Sarah Whyte

PHOTOGRAPHY
Bruce Clarke
Joey Martinez

newsletter articles describing the projects that our dedicated staff ...[read more](#).



ABA Green News

In December, Sac State's sustainability team and Facilities Management welcomed guest speaker Joe Rasmussen, Ed. D.

Rasmussen's presentation, "Transitioning to Green: An Overview of Campus Sustainability in Higher Education," focused on...[read more](#).

Awards & Recognition



The nomination process for the 2014 ABA Staff Peer awards began April 1 and runs through April 11.

This award program is special in that it provides ABA staff the ability to...[read more](#).

Behind the Scenes: RMS Collaboration Leads to New Educational Opportunities



ABA's leadership for campus sustainability programs is not new. But a program that integrates academics with operations in a collaborative activity to provide educational opportunities for students is a new and remarkable example of that leadership.

The Sustainable Technology Outdoor Research Center, or STORC for short, was fairly inconspicuous to most until recently. These days, it is drawing broad interest for both its collective spirit and its innovative potential.

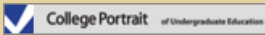
Located just off of State University Drive near parking lot 4 in an outdoor fenced area, the Risk Management Services (RMS) plot that once housed the Office of Water Programs' Storm Water Research project has now been ...[read more](#).

Sam Parsons
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ABA NEWS



April is Alumni Month!

April is Alumni Month at Sacramento State! Join ABA in celebrating its division staff professionals who hold Sac State degrees. ABA is proud to employ over 60 *Made at Sac State* graduates with degrees ranging from bachelors and masters degrees to doctorates. Log on to ABA's website where we proudly recognize our alums for giving back as Sac State career employees - <http://www.csus.edu/aba/ABA-About/aba-alums.html>. For a list of Sac State Alumni Month activities, visit <http://www.csus.edu/alum/programs/alumnimonth.html>.

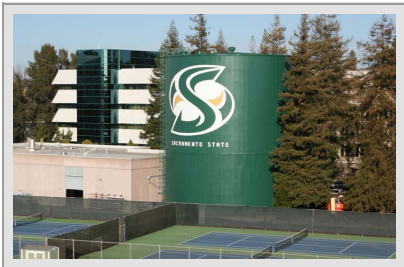


Projects Improve Campus Facilities

Over the winter break, Facilities Management staff professionals tackled major projects to improve student learning, provide better academic and athletic facilities and improve the overall beauty of the campus.

As a result, 14 classrooms were upgraded to Smart classrooms, each equipped with a ceiling mounted projector and a dedicated computer for presentations. The refurbished classrooms will provide a better learning environment for students and advanced instructional tools for professors.

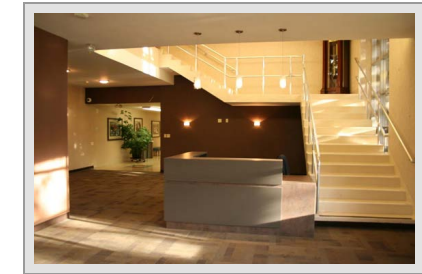
In addition, the Sac State Athletics' logo was affixed to the large chilled water storage tank near Parking Structure 1. Previously a mix of green hues, the tank now features the dynamic logo that helps brand the University's athletics programs. The logo is visible from the perimeter roadway on the west side of the campus.



To welcome visitors to Sacramento Hall, the main lobby, or public-facing entry, has an attractive new look.

With renovations that incorporate a reception station to be manned by customer service specialists, the front door is now a stop where visitors can find assistance. Not only that, a new automated entry system ensures safety and a personalized welcome for guests.

Thanks to work crews, Athletics teams returning



from winter break can enjoy a new basketball floor in the Yosemite Hall

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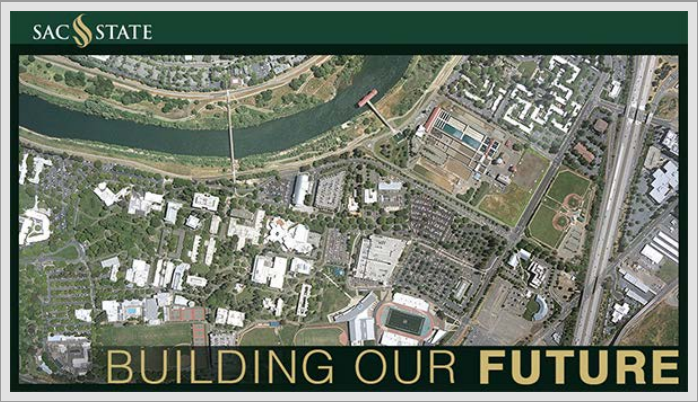
Gym, Room 117. The surface of the floor, showing extensive wear and damage, was repaired and resurfaced with a shiny new finish.

Facilities Management staff also increased cabinet space in Sequoia Hall labs by 40 percent, to help provide adequate space for Chemistry students. One of the oldest academic buildings, Sequoia Hall houses labs equipped with cabinets to store student materials, and more cabinets means more students will be able to complete their chemistry courses on schedule.



Sam Parsons
Andrew Stiffler
Sarah Whyte

A sincere thank you to Facilities Management for helping to ensure that our campus is both beautiful and functional.



Master Planning the Future Campus

Begun in September 2013, the campus master planning feedback process concluded with the February 10, 2014 forum, where the final draft of the master plan was presented. The draft incorporated feedback and suggestions gathered from past forums and other mechanisms over several months.

Contract architect AC Martin presented a robust plan and encouraged attendees to respond with additional comments before the final draft is submitted to the California

State University Board of Trustees in May.

What is a master plan? "A master plan guides change to the campus over the long term and gives physical form to the University's strategic vision and values. It addresses all aspects of the campus' physical environment - existing and proposed buildings, open space, circulation - as well as connections to the surrounding city," states the Sacramento State [master planning website](#).

At each forum, AC Martin explained the designs and their rationale as they relate to the strategic vision of the University. Participation from attendees of the forums is critical because those who are on campus every day know best both the obstacles and opportunities.

From parking, pedestrian and vehicle traffic and bike paths, to student housing, academic buildings and event centers, campus community members have first-hand knowledge of how the plans may affect the University.

If you would like to learn more, visit the [master planning website](#). Presentations from past forums are available on the right-hand side of the webpage.

ABA Completes Website Migration to Monet Template

In February, ABA completed the last websites in the web migration project that began in December of 2011.

The project included more than 25 websites that make up the many departments, offices, and units within ABA. Each of these webpages now conforms with the "Monet" style appearance, similar to the Sacramento State homepage. New standards have been developed to ensure consistency amongst all of ABA's webpages, including left-hand navigation menus and new features such as the "contact us" box.

Websites recently launched include Records Management, Risk Management Services (RMS), and its subsidiaries: Risk Management, Workers' Compensation and Business Continuity Planning. Environmental Health & Safety, and Space Management were completed in 2013.



Each completed website within RMS has been developed with users in mind. Representatives from ABA's Strategic Planning & Quality Improvement office met with staff from RMS to discuss how to best organize content and categorize links that would be beneficial to different audiences that access their websites.

Websites are ever evolving, and staff are encouraged to submit feedback and/or suggestions to ABA's Web Content Manager at stiffler@csus.edu. To view all of the most recently completed websites, select the links below:

Risk Management Services: <http://www.csus.edu/aba/rms/>

Risk Management: <http://www.csus.edu/aba/Risk-Management/index.html>

Workers' Compensation: <http://www.csus.edu/aba/Workers-Compensation/index.html>

Business Continuity Planning: <http://www.csus.edu/aba/Business-Continuity-Planning/index.html>

But the work doesn't stop there! In November, ABA's Strategic Planning & Quality Improvement (SPQI) office met with all of ABA's web editors to begin a new project: removing old and outdated content.

Many have experienced the frustration of looking for a specific document via the search utility, only to find an outdated version. Old content can cause confusion for users. ABA's web editors have been tasked with removing obsolete content from the web server, as well as checking for broken links. The goal is for removal of all obsolete content and 100 percent link integrity.

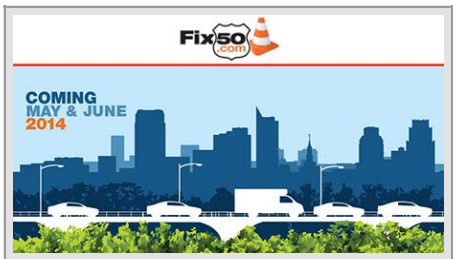


Plans Heat Up for Summer Bowling Fun

Planning for the summer bowling league is already underway, with game dates to be communicated soon. The Sacramento State Summer Bowling League, coordinated by the University Police Department/Public Safety, will engage staff and faculty in a fun-filled, six-week competition at Capitol Bowl, 900 West Capitol Ave., West Sacramento.

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.



Fix 50 - Coming to a Highway Near You

Are you aware that major construction near Sac State will begin this April, and extend through June? Construction will take place on Highway 50, and will likely impact much of the campus community.

According to the website www.csus.edu/fix50_, "Caltrans is planning a major repair project along Highway 50 that could have serious commute repercussions for Sac State students, faculty, staff and

visitors. The downtown portion of the highway will have lane closures in April, May and June that will likely back up traffic for miles in each direction. It also will have a severe impact on surface streets, particularly during the last weeks of instruction and finals."

According to Caltrans, the project will include:

- Placing a 4-inch concrete deck on top of the existing deck and tying it to the girders
- Repairing cracks in the existing deck
- Adding steel column casings for seismic strengthening
- Improved traffic operations throughout the project area

The reason for the construction is to rehabilitate a section of Highway 50 that was built in 1968. The sections of highest concern are "comprised of two 2,530 foot-long parallel structures that carry six lanes of traffic over city streets, freight, and light rail lines in downtown Sacramento," according to their [website](#). These structures have visible cracks and need to be repaired to enhance safety and reduce ongoing maintenance costs.

Daily commuters who use Highway 50 every day should begin to look for alternate routes once construction begins.



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ABA AWARDS & RECOGNITION



2014 Staff Peer Awards Process Opens!
Nominate Today!

The nomination process for the 2014 ABA Staff Peer awards began April 1 and runs through April 11.

This award program is special in that it provides ABA staff the ability to nominate fellow staff members for awards in six unique categories. These categories are: Customer Service, Innovation, Positive Attitude, Problem Solver, Professionalism and Teamwork.

Show how much you appreciate and respect your colleagues by nominating someone deserving. Submit your nominations by April 11th! Visit the [Staff Peer Award nominations form page](#) to learn more! For more information on this year's recognition campaign timeline, view the [Staff Peer Awards process flowchart](#).

Public Safety Recognizes Quarterly Best

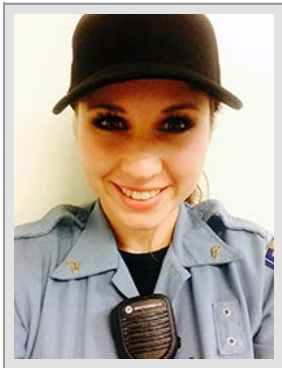


Employee of the Quarter, 4th Quarter 2013 - Scott Christian

"Corporal Scott Christian works hard to make contributions to the team and is very reliable. Recently, Scott made major contributions to the camera assessment project and to the Taser upgrade project. He researched the cost, pros and cons of different tasers, and made recommendations based on his findings. Scott also put together an updated training plan for the new tasers and implemented it quickly."

Student of the Quarter, 4th Quarter 2013 - Ashley Alestra

"Ashley always has a positive attitude. She is continuously smiling and greeting people. Ashley is always willing to help others, no matter what the job task may entail. Her positive attitude and effectiveness make the people around her feel good and they compliment the department for having such great people that can be approached in a positive way."



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Public Safety Selects Employee and Student of the Year

At the end of each year, Public Safety selects one employee and one student who were previously recognized as Employee/Student of the Quarter to be honored as Employee or Student of the year! This year's winners were:



Employee of the Year: Paul Skrinie - [Recognized in the summer 2013 Newsletter](#).



Student of the Year: Erik Ortlinghaus - [Recognized in the fall 2013 Newsletter](#).

Congratulations Paul (left) and Erik! (right)

Facilities Management Recognizes Monthly Best



January 2014 - Joe Kelly

"Joe constantly strives to improve HVAC systems and the controls. During the recent cold weather, he found many innovative improvements to programs. He has been closely monitoring new work orders and using his knowledge of the systems to make changes, which cut down on our emergency calls to these facilities. During the December cold spell, he vastly improved conditions in Yosemite Hall, Mariposa Hall, Tahoe Hall, Sacramento Hall and Mendocino Hall.

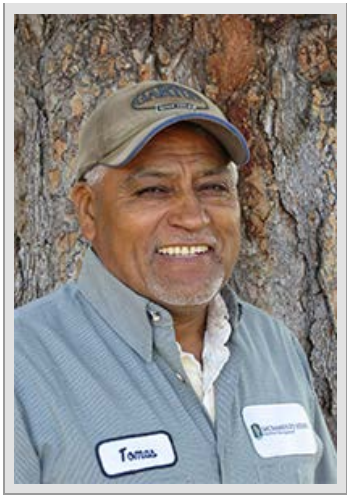
Joe is a team player who takes pride in teaching others and improving our control systems on campus. He teams up with all the BSEs to help them find solutions to the heating and cooling concerns of students, faculty and staff. They all know he is able and willing to help if they need technical assistance. Way to go Joe!"

February 2014 - TJ Moon

"T.J.'s positivity is the strength of his work ethic. T.J. was the key liaison between Facilities Management and IRT during the Winter Break Smart Classroom Project. During this venture, T.J. fostered a smooth construction process for all twelve classrooms.

Additionally, T.J. generated all drawings for the twelve rooms, put together a cost tracking sheet to keep upper management apprised of the status, and maintained communication between IRT staff and in-house trades to ensure a timely completion. Kudos, TJ!"





March 2014 - Tomas Palomino

"Tomas strategically paces himself while performing his duties, to get the maximum amount of work completed in a day. Whether it's picking up litter or pruning a large tree, the task is always completed with pride and professionalism.

He always has a smile on his face and is truly a joy to work with. He is a multi-talented employee who can complete numerous types of tasks, such as: block wall construction, irrigation and planting and pruning - all done at a journeyman's level. He regularly volunteers for assignments, such as athletic event clean up and landscape improvement projects, which have really

enhanced our campus. Thank you, Tomas"



ABA Leadership Peer Award Photos Posted

In November 2013, ABA solicited nominations for the 2013/2014 Leadership Peer Awards program. This recognition program is unique for its three categories: Leadership Peer, Valued Staff and Team awards.

Managers are recognized for their contributions to ABA or University goals, service, teamwork, innovation, process improvement, advancement, communication, or the development of a model practice.

Teams are recognized for accomplishment of a common assignment, a project, a process or service improvement, or contributions made towards ABA and University goals.

Valued staff are recognized for their contributions to the success of ABA initiatives; demonstrating the values of leadership, teamwork, ethics and integrity; and/or excelling in the provision of quality of service or productivity.

Award recipients are nominated by ABA's Management Council members.

To view the entire list of recipients for the 2013/2014 Leadership Peer Awards program, view the [ABA Recognition Page](#).



ABA Says Thanks

ABA hosts a Thank You Blog on its website to make it easy for staff to acknowledge support from colleagues and to recognize their work publicly.

Don't know what to say? You don't need to be elaborate - just a simple "thank you," an explanation of what was done and how much you appreciate it, is all that's needed.

In ABA, no Thank You goes unnoticed!

To: Karen Massey, Krista Valledor (1/14/2014)

A big Thank you to Karen Massey and Krista Valledor for their help expediting a travel advance check on short notice! Their helpful attitude was pivotal in getting the job done, and on time, so that UTAPS could participate in some necessary training. It is a pleasure to work with people who are conscious not only of the external customer, but the internal customer as well. -*Annette Karle*

To: Stephanie Hunn (1/17/2014)

I'd like to thank Stephanie for assisting me to understand the parking revenue reconciliation process, and for conscientiously reconciling the fee revenue for all these years. It's employees like Stephanie that make ABA so great! -*Abbi Stone*

To: Priscilla Llamas-McKaughan (3/5/2014)

Priscilla provides the greatest help anyone could ask for! Since I've been in the Budget Office she has always helped me learn new systems; Priscilla goes over office procedures with me step-by-step so I understand and gain hands-on experience. I am grateful to have met and work with Priscilla because I can ask her multiple questions and she's always open to respond. When I come in for work, I know that every day is a happy day with Priscilla! -*Ademidun Adejobi*

To: Charlie Eyster (3/7/2014)

I want to thank Charlie for his hard work on creating a more efficient report for me in Cognos. He made sure it was user friendly and exactly what I wanted. His persistence, expertise and patience are greatly appreciated. Thanks Charlie! -*Lauren Garrett*

To: Dominador Gaspar Jr. (3/26/2014)

The custodian service has been great here at the Police Department! The locker rooms and facility have been consistently serviced and "Junior" does a great job! The floors are always clean and the garbage is always taken out. This is a challenge with the amount of construction and debris we track into and collect. It's been really nice to have a reliably clean work environment. Thank you Dominador! -*C. Lofthouse*

To: Mark Perry (4/1/2014)

I just wanted to take time to thank Mark Perry for all that he does for us here in Facilities Management. He's amazing! He is the instrument behind all of the major office moves we've had recently and has coordinated them flawlessly. He really has to keep a lot of balls in the air and in doing so, keeps us running smoothly. Thank you, Mark, for all of your great and many efforts. -*Joey Martinez*

To: Lauren Garrett, Norman Kwong, and Angel Thayer (4/3/2014)

Thank you all for your hard work and effort in creating and validating the President's Annual Report for Budget, Expenditures and Financial Information. You all did a wonderful job to ensure the timely publication of this important report. You all make a great team and I really appreciate your dedication and commitment to this project and all the other work you do. -*Stacy Hayano*

To: Charlie Eyster (4/3/2014)

Thank you for all your efforts in formatting the President's Annual Report of Budget, Expenditures and Financial Information into chapters for the web. You spent a lot of time creating the structure to allow viewers the ability to click on a link and access individual chapters rather than having to download the entire report. This alternative view makes the report friendlier to viewers. You also provided an option to download the entire report. Your dedication is truly appreciated! -*Stacy Hayano*

To: Andrew Stiffler (4/3/2014)

Thank you very much for your help in publishing the President's Annual Report for Budget, Expenditures and Financial Information onto the Budget Office's website. I realize you re-arranged your priorities to ensure the timely publication and I am very grateful for your efforts. You were a tremendous help to our family. Thanks again, Andrew! -*Stacy Hayano*

If you would like to submit an ABA Thank-You, visit the [Thank-You blog](#) today!



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BEHIND THE SCENES



RMS Collaboration Leads to New Educational Opportunities

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Located just off of State University Drive near parking lot 4 in an outdoor fenced area, the Risk Management Services

(RMS) plot that once housed the Office of Water Programs' Storm Water Research project has now been repurposed as a place for academic research projects that promote sustainability.

RMS oversees the facilities and helps provide guidance to ensure project safety and compliance with state regulations and restrictions. Associate Vice President Mike Christensen is enthusiastic about facilitating the STORC to bridge the gap between operations and academics. "We exist to serve student academics," said Christensen.

STORC came to be when Christensen teamed up with Facilities Management and faculty in Engineering and Environmental Science. Facilities Management had a vision for the outdoor space and worked to clear the overgrown vegetation and fence the area. The operational/academic collaboration took off following discussions between Christensen and Mechanical Engineering Chair Susan Holl and Professor Dudley Burton, Environmental Studies.

The projects are myriad. Mechanical Engineering students are finishing a biodiesel project. Other projects include hydroponic research, multi-trophic farming, and a bio-toilet waste management system. The departments of Biology, Environmental Health & Science and Mechanical Engineering are supporting ongoing projects each at different stages of completion.

The Biodiesel Production System (BPS) is just one example of a project yielding real results – and specifically for the campus. Beginning two years ago, the idea was proposed to use kitchen oil waste produced by Sac State's campus eateries and convert it into biodiesel. Nearing completion, the BPS will be able to produce enough biodiesel to fuel the University's grounds equipment. This will help reduce costs for fuel as well as reduce emissions from petroleum-based diesel.



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According to Holl, opportunities like these provide experiential learning to students with real-world applications. "This is one of the ways that we like to create an interdisciplinary opportunity, so students see what they're working for, that their job is to make the world better." Christensen shares her perspective, as previously there was "no space to stage projects," and now students have the area needed to "achieve their academic goals while maintaining compliance."

As for the bio-toilet, it is still in development, but its applications are numerous. Originally proposed as a way to process human waste into pathogen-free fertilizer, the project has taken on a new challenge - processing food waste:



"We're using it just to compost and collect data on it. The compost can be used for worm food. The worms can then be fed to the fish as kind of a whole cycle that's addressed in this process, and the students can immediately begin to see how everything interrelates and has a potential to interrelate."

The amount of attention the STORC is receiving grows by the day. The STORC has been covered by various local media outlets, such as University Public Affairs, The Sacramento Bee and The State Hornet newspaper. Christensen continues to receive emails with questions and expressions of interests. "Everyone is inherently curious. This is very interesting, and people are drawn into the possibilities."

Helping students learn is just one of Christensen's passions. As an environmental scientist himself, he understands the value that projects like these provide students. He knew his role would allow him to effectively link regulatory functions to academics or, as he describes it, serve the "compliant side of education."

One challenge he foresees for STORC is its own sustainability in the future. He understands that in order for the research center to be successful it will need to be continually funded. "How do we make enough of an impact to attract financial support and keep it an ongoing concept?" asked Christensen. "What is this going to look like in ten years? Will it continue to have value in ten years?"



These are issues to be considered, which is why Christensen is so passionate about providing leadership for and facilitation of these projects. "STORC is the essence of redefining the possible," because it is "not just about staging a project, but how that project integrates with other projects and finds new applications."

If you are interested to learn more about the STORC, contact Mike Christensen at 278-5252, or view other recent articles about the STORC by Sac State's Public Affairs Office, The Sacramento Bee, or The State Hornet newspaper.





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BOOK REVIEW

Book Review

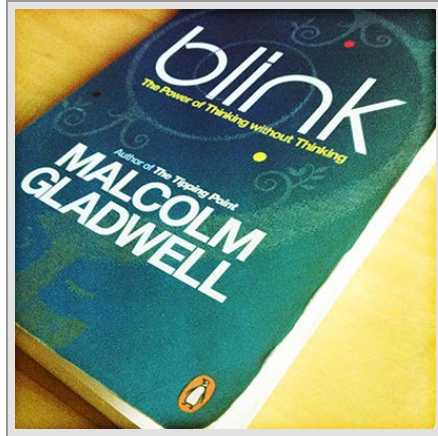
The FOCUS staff would like to introduce our readers to the second in a series of our newsletter feature, the book review.

In this feature, ABA employees share their thoughts about a book they have recently read with themes that apply to the goals of ABA and/or the University.

"Blink: The Power of Thinking Without Thinking," Author Malcolm Gladwell.

By Elena Compo

"Call it instinct, insight, intuition or psychic ability, some people are particularly adept at making subconscious assessments of a situation or



person. In Blink (written by Malcolm Gladwell), the author identifies this ability as thin slicing.

I was interested in a concise definition of this phrase, so I googled it. Wikipedia defines thin-slicing as the ability to find patterns or make decisions based on narrow windows of experience. The author cites studies, examples and his personal experiences to support his contention that often a person's first decision or observation is the most accurate decision with the most favorable outcome.

As an amateur student of human nature, the examples of this type of subconscious decision making presented in Blink were interesting and compelling. Other influences in a person's initial impression are bias, greed and pre-conceived notions. Gladwell also mentions it is human nature to distrust this type of rapid decision making. We warn ourselves not to jump to conclusions, to analyze the pros and cons of situations before making decisions. I am familiar with this type of analysis paralysis, and was hoping to develop skills to overcome my personal tendency to overthink my decisions.

I was, however disappointed that the author did not discuss how I could work at developing this skill. While the book is a worthwhile read, in my opinion, it fell short of its potential by not providing examples of how the reader can improve their own subconscious decision making. Overall grade: B-"

Elena Compo is a Resource Analyst in Business & Administrative Services, ABA



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ABA GREEN NEWS



Guest Speaker - Transitioning to Green

In December, Sac State's sustainability team and Facilities Management welcomed guest speaker Joe Rasmussen, Ed. D., to the campus to talk about sustainability in higher education.

Rasmussen's presentation, "Transitioning to Green: An Overview of Campus Sustainability in Higher Education," focused on how universities can expand their sustainable goals and become better stewards in their communities.

His presentation provided insight into the concept of sustainable transitions, and how higher education institutions like universities play a fundamental role. This role is education: "Universities are arguably in the best position to provide education and serve as models of sustainability," Rasmussen's presentation highlights. "The process of striving towards sustainability is a transition."

His ideas on how to accomplish this transition include:

- Infusing sustainability across the curriculum
- Education for sustainable campus operations
- Educating all campus stakeholders about sustainability in a variety of ways

These are important goals for Sac State to consider. In an increasingly competitive higher education market, having a robust sustainability program is not only good for environmental reasons, but also from a marketing perspective. According to Rasmussen, "Sixty percent of students and parents take campus sustainability into account as a factor in choosing a college." Attendees were greeted with additional information about how they can spread the word about sustainable work practices. For more information, Mr. Rasmussen's presentation is [available here](#).



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Alternative Fuel Powers Shuttle Fleet

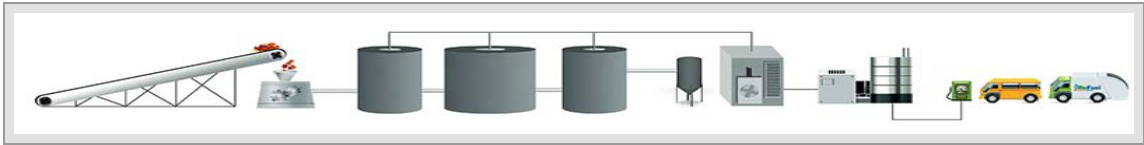
On January 27, University Transportation & Parking Services (UTAPS) began fueling their five buses exclusively with Atlas ReFuel Biogas, which is derived from food waste.

The gas is not only cleaner burning, but demands less refuelling, and at a cost equivalent to the University's previous fuel supplier.

As stated in their [online news release](#), Atlas' Organic Waste Recycling Facility is located at the South Area Transfer Station in Sacramento. The facility receives up to 100 tons of food waste per day from local restaurants and eateries, and is capable of producing up to 700,00 gallons of renewable compressed natural

gas (CNG) a year.

Atlas' system is expected to reduce greenhouse gas emissions by 5,800 tons per year. UTAPS is playing their part by participating. "Hornet Express refuels three buses daily," said Shuttle Coordinator Gavril Sarcadi. "UTAPS is committed to sustainable operations, and partnering with Atlas/Clean World was a natural choice," added Senior Director Tony Lucas.



Atlas ReFuel is produced through anaerobic digestion, a biological process in which naturally occurring micro-organisms break down biodegradable materials to produce gas, including methane, carbon dioxide and small amounts of hydrogen and hydrogen sulfide. This gas is then cleaned and compressed for use in vehicle engines.

Tony Lucas and Gavril Sarcadi have both been nominated for a Clearer Air Partnership Award through Breathe, California for their leadership, by University Sustainability and Operations Analyst Kristina Cullen. "Sacramento State is paving the way for others to use this renewable resource by demonstrating its compatibility with regular compressed natural gas that is derived from fossil sources," said Cullen. "The five mile radius the shuttle reaches from the campus serves upwards of 25,000 riders per semester, further contributing to cleaner outdoor air quality by keeping all of those cars off the road."

Renovations Save Water During California Drought

Sacramento State is one of the largest water consumers in the city of Sacramento. But in the midst of a near record-breaking drought, California residents are being asked to cut back their water usage. To address these issues, Facilities Management has recently begun a project to replace over 500 toilets that use a fraction of the water from decades-old fixtures.

"With California in the middle of another drought, water conservation has become a very hot topic in the state," said President Gonzalez, during his spring address. "Our campus has bathroom fixtures from the 1950s and '60s, and these fixtures use more than double the water of current standards."

The new toilets use just 1.3 gallons of water per flush compared to the over 4 gallons from the toilets they replaced. The old urinals used 3 gallons per flush, while the new ones installed use just a half gallon. These toilets that use the most water can be found in some of the oldest buildings on campus.



So far, toilets and urinals have been replaced in five restrooms found in Yosemite, Lassen and Humbolt halls. Facilities Management plans to conclude the project in September. The project is being partially paid for by the city of Sacramento, from a state water projects bond measure passed in 2002.



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MESSAGE FROM THE VICE PRESIDENT



Message from the Vice President

With another spring semester well underway, I would like to take a moment to reflect on the accomplishments of our staff over the past few months.

You will find throughout this newsletter articles describing the projects that our dedicated staff completed over the winter break and into the spring. These projects include: classroom renovations that improve student learning; new and improved restroom facilities; increased beautification of the campus and efforts to reduce water usage. Other articles describe our partnership with a local enterprise that provides our fleet of shuttle busses with biogas, a clean alternative fuel source; and continued master planning efforts that will shape the future of our campus.

Our goal with these improvements is serving those most important to the success of Sacramento State - our students. As President Gonzalez stated in his spring 2014

address, "We are finding ways to use resources that provide maximum benefit to our campus, to our students and to the community we serve." This mindset is at the core of *"Redefine the Possible."*

I am proud of the hard work performed by our staff. That is why I want to mention that the ABA Staff Peer Awards nomination cycle is underway. Remember, this recognition program is unique in that it gives staff the opportunity to nominate their peers for accomplishments during the year. Managers are exempt from this process, but I want to encourage all staff to consider submitting a nomination for those who meet the criteria for one of the following categories: Customer Service, Problem Solver, Teamwork, Positive Attitude, Professionalism and Innovation. Working side by side, staff members witness the hard work of their colleagues every day. This is a great way to share your observations, show your appreciation and spotlight the important work of fellow staff.

Nominations will be accepted through April 11th. The nomination form is available [here](#). As in previous years, a selection committee comprised of last year's awardees or other ABA family staff representatives will make recommendations to me. Award recipients will be announced at the ABA Spring Social on June 3rd.

Elsewhere in this newsletter, I want to call attention to our [feature story](#) that describes the importance of planning in everything we do. ABA has launched new mission and vision statements, through which we describe our commitment to student success and our aspirations to lead in innovation and best practices across the CSU system. And, new values and a revised code of conduct describe the workplace culture that we are so proud of. I want everyone to understand these as the keystones of our collective efforts going forward.

Finally, I hope you will enjoy the ideas shared by your colleagues in our new book review feature, the second of which appears in this edition.

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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.



Nathaniel Bailey
Recycler
Facilities Management



Jose Bustamante
Facilities Worker II
Facilities Management



Susan Colley-Monk
Administrative Support Coordinator II
Risk Management Services



Michael De Biase
Recycler
Facilities Management



Michelle Johnson
Contract Specialist
Financial Services



Judith Kovanda
Community Service Specialist
Public Safety

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John Owens
Industrial Hygienist
Risk Management Services



Jose Rodriguez
Building Service Engineer
Facilities Management



Nikolas Soza
Administrative Support Assistant II
Facilities Management



Kyle Vanek
Community Service Specialist
Public Safety



Kimberly Zepeda
Community Service Specialist
Public Safety

Sam Parsons
Andrew Stiffler
Sarah Whyte

Farewells

ABA says farewell to the following departing employees and wishes them well in their future endeavors.

Not Pictured: Billy Ly, Public Safety; Kevin Porter, UTAPS



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ABA PLANNING



Planning Sets the Stage for Success

If you don't know where you're going, any road will take you there.
—Lewis Carroll

Everyone understands the importance of planning, right? Without a plan, we may get by, but without sheer luck, our aspirations for the future will likely flounder. Without a destination in mind, and a roadmap to get there, we may arrive at an arbitrary endpoint. And the likelihood that we will travel together and arrive at the same place is slim unless we agree on where we want to go and share directions.

Almost all organizations have strategic plans. They help build awareness of purpose and put us in a place to better anticipate and influence the future. In higher education, today more than ever, we face fierce competition, economic challenges, demands for accountability, and the need to keep pace with advances in technology. Sacramento State's planning efforts address the challenges we face and capitalize on our greatest strengths to leverage opportunities. They forecast potential obstacles and provide common direction and focus to those of us who support and contribute to University goals.

Sac State Master Plan and Strategic Plan

Sac State is engaged in multiple planning processes this year. Activities are in full swing for two critical plans - the University Master Plan and the University Strategic Plan. The Master Plan will serve as a blueprint for the University's physical environment for the next decade and more. And the Strategic Plan will guide academic and student support efforts for the next five years. Completion of both plans is anticipated by year-end.

ABA Mission, Vision, Values and Code of Conduct

ABA has begun work on renewal of its own strategic plan, recently launching new *mission* and *vision* statements, along with a set of *values* and an abridged *code of conduct*. ABA's *mission* states our essential purpose and the *vision* our aspirations for the future. *Values* define our workplace culture and describe what is important to us. The *code of conduct* sets standards for effectively communicating and interacting with each other, our partners and our customers. These components were designed for clarity and brevity, so that we can all know and understand them and align with them, as we go about our daily work in support of ABA and University goals. They are the framework around which our goals and activities will take shape. A dynamic website has been designed where you can view these elements of ABA's strategic plan - <http://www.csus.edu/aba/ABA-About/missionvision.html>.

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STAFF SPOTLIGHT



Staff Spotlight with Chris Wessendorf

In each issue, the FOCUS Newsletter spotlights an ABA staff member whose work deserves mention. Recently, our showcase explores ideas around "redefinition," asking how staff professionals have grown in their careers while working in ABA, or how they have contributed to redefining or improving work processes.

Name: Chris Wessendorf

Position: Buyer III

ABA Department/Unit: Financial Services/ Procurement & Contract Services

How long have you been with Sac State? I worked in Procurement in the same capacity from 1991 to 1995 and returned again in 2011.

What are some examples of your daily duties? I manage requests for proposal, bids and contracts for various types of services and commodities required on campus in the areas of software, furniture, security systems, environmental services and many others.

What have you done to promote positive change in your unit's processes since your appointment? I am a relationship builder, a "builder of bridges." Everyone on this campus is my customer. I believe by building professional and business relationships I can provide efficient and productive procurement outcomes.

How has your job influenced your professional growth? During my tenure with this campus in the 1990s and early 2000s, I was fortunate to work with the College of Continuing Education on the development and classroom delivery of their purchasing manager certification program. I was also president of the ISM-Sacramento Valley, an affiliate of the Institute of Supply Management (ISM), from 2002 to 2006. These experiences were a direct result of the networking opportunities that working for Sacramento State provided 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 purchasing Manager, (CPM). To become certified requires a bachelor's degree, a minimum of five years of experience in purchasing or related supply management position and the passing of an exam every five years. I believe the certification benefits the campus community and my department because of the competent experience I bring to the table in terms of guiding the various departments toward a successful purchase.

Who are your primary customers? Everyone and every department. My purchasing assignments, particularly in the areas of software and furniture, give me the opportunity to provide customer service to all departments.

What are your biggest, yet most rewarding challenges? Managing complex sophisticated purchases that require

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working with many of the campus employees through the planning process, evaluating vendor proposals, and the creation of a contract.

What do you like best about your job? The developing of business relationships with my campus customers.

What is your favorite aspect of working on campus? One perk I enjoy is access to the gym at The Well. It is a state-of-the art facility at low cost and the staff is helpful and friendly.

Why and how would someone contact you? Once a department recognizes a need that requires the acquisition of a product or service, they would contact Procurement. I can be reached at extension 8-7333 or cwessend@csus.edu. My unit is located in Sequoia Hall, third floor, room 320. Another good source of information on Procurement is our website at <http://www.csus.edu/aba/procurement/>

What does the new initiative "Redefine the Possible" mean to you? To me it means that every day we have the opportunity to make improvements to the way we conduct business. The old saying "if it isn't broke don't fix it" does not apply anymore. The campus goal of Redefine the Possible means constant improvement.

Sam Parsons
Andrew Stiffler
Sarah Whyte



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UPCOMING EVENTS



Upcoming ABA Events

- April 22 - *VP Coffee & Conversation*. 1:30 to 3 p.m. in Sac Hall 161.
- April 30 - *ABA Staff Professionals Meeting*. 9 to 11 a.m. in the Alumni Center.
- June 3 - *ABA Spring Social*. 12 noon to 1:30 p.m.

- April 11 - Nominations close for *2014 Staff Peer Awards* at 5 p.m.
- April 17 - *Business Partners Round Table (BPRT)*. 9 to 11 a.m. in the Redwood Room, University Union.
- April 18 - *Second Annual Mulching Mania*. 10 a.m. to 1 p.m. in the Library Quad.

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