



ADMINISTRATION & BUSINESS AFFAIRS

Sac State Home ABA Home Recognition Program Thank-you Blog



FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS VOL. 9 | ISSUE 1 | SUMMER 2015



ABA Off the Clock

ABA Off the Clock is a new FOCUS Newsletter feature. Here, ABA employees share some of their favorite pastimes, hobbies, and activities outside of work.

You might be surprised to read some about some of the things your colleagues do...off the clock! [Read more.](#)



Staff Spotlight

In each issue, the FOCUS Newsletter spotlights an ABA staff member whose work deserves mention. Our spotlight explores ideas around "redefinition," asking how staff professionals have grown in their careers while working in ABA, and what "redefine

the possible," Sac State's tagline, means to them. [Read more.](#)

Awards & Recognition



In August, Reprographics was featured on the cover of [In-plantGraphics](#), a publication regarded as the "leading resource for in-plant printers." The shop was recognized for providing on-demand wide-format printing services, as part of the comprehensive services it...[read more.](#)

Green News



Message from the VP

I hope you enjoy this summer edition of ABA's newsletter. As summer comes to an end, I am aware of how much has been accomplished by ABA over the past months, when much of our most important work takes place. I hope that in the midst of

- Front Page
- ABA News
- ABA Off The Clock
- Awards & Recognition
- Green News
- Message From The VP
- News Faces & Farewells
- Staff Spotlight
- Summer Fun
- Printable Copy

ABA FOCUS  
Is Published By The  
Administration & Business  
Affairs  
Office Of Strategic Planning &  
Quality Improvement

California State University,  
Sacramento

PRESIDENT  
Robert Nelsen

VICE PRESIDENT AND CFO  
Ming-Tung "Mike" Lee

EDITOR  
Sarah Whyte

WEB EDITORS  
Andrew Stiffler  
Sarah Whyte

WRITERS  
Andrew Stiffler  
Sarah Whyte

PHOTOGRAPHY  
Bruce Clarke  
Andrew Stiffler  
Sarah Whyte

Sac State's Sustainability Team collaborated with the University Union to host an art exhibit from April 20 through June 12, promoting the sustainable efforts made on campus. Titled "Sustainable U," the purpose of the exhibit...[read more](#)



all the work that was done everyone had the chance to spend some quality time with friends and family.

As we gear up for the fall semester, I hope you will join me in welcoming our new President Robert Nelson...[read more](#).

### Summer Fun!

Within ABA are employees who understand that, in addition to a strong work ethic, a healthy work-life balance is important. The summer brings sunny skies, warm weather and, for many, family vacations as well as recreational activities.

We gave ABA employees the opportunity to share their exciting summer plans and activities...[Read more](#).



CALIFORNIA STATE UNIVERSITY, SACRAMENTO  
6000 J Street  
Sacramento, CA 95819  
(916) 278 - 6011

[Comments & Questions](#)   [A to Z Index](#)   [Accessibility](#)





ADMINISTRATION & BUSINESS AFFAIRS

Sac State Home ABA Home Recognition Program Thank-you Blog



FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS VOL. 9 | ISSUE 1 | SUMMER 2015

ABA NEWS



Financial Services Summer Fun Days

Financial Services found a unique way to keep staff morale up during the dog-days of summer - department-wide summer fun days!

On calendared days spread out over the summer, staff engaged in activities with their colleagues. See the [flier promoting the events](#).

Each event had a specific value to be gained by participants. Gina Curry, interim associate vice president of Financial Services, described them as follows:

Thursday, June 18 - Creativity Contest Day - "Encourage staff to get to know their office folks."

Thursday, July 23 - Office Games Day - "Encourage staff to get to know other folks across Financial Services

and Budget."

Tuesday, August 18 - Campus Scavenger Hunt - "Encourage staff to get to know the campus."

Staff enjoyed the events, and appreciated the outcomes. "The events enhanced morale during year-end and helped develop team-building skills by working together," said Priscilla, Llamas-McKaughan, business associate in Financial Services.

Christina Day, accounting technician, agreed: "These days generate some great team comradery, and you get to see your colleagues in a lighter setting."

The summer fun days concluded with a campus-wide scavenger hunt, which encouraged staff participants to solve [tricky riddles](#), while discovering things about the campus that they may not have known.



Front Page

[ABA News](#)

[ABA Off The Clock](#)

[Awards & Recognition](#)

[Green News](#)

[Message From The VP](#)

[News Faces & Farewells](#)

[Staff Spotlight](#)

[Summer Fun](#)

[Printable Copy](#)

ABA FOCUS  
Is Published By The  
Administration & Business  
Affairs  
Office Of Strategic Planning &  
Quality Improvement

California State University,  
Sacramento

PRESIDENT  
Robert Nelsen

VICE PRESIDENT AND CFO  
Ming-Tung "Mike" Lee

EDITOR  
Sarah Whyte

WEB EDITORS  
Andrew Stiffler  
Sarah Whyte

WRITERS  
Andrew Stiffler  
Sarah Whyte

PHOTOGRAPHY  
Bruce Clarke  
Andrew Stiffler  
Sarah Whyte

## Facilities Update

While the campus may seem quiet when students are out of session, summer is the ideal time for facilities projects to take place.

A few of the projects that took place during the summer include:

- **Smart Classrooms:** Fourteen smart classrooms and 18 smart labs were completed for the College of Natural Sciences & Mathematics. These classrooms and labs will ensure that faculty have the state-of-the-art tools necessary to educate today's students.
- **Curb Painting:** In partnership with UTAPS, the Paint Shop provided paint services to improve designated curbs. "We walked around and noticed that a lot of our curbs needed touchup," said Alfredo Orozco, assistant to the senior director in UTAPS. "This was general maintenance that needed to be done. It is important to ensure the zones are painted appropriately, to help designate loading and unloading zones, fire zones, and disabled parking zones/spaces."
- **Crosswalk Zoning:** Facilities Management launched a study to "research the existing condition of road lane striping and crosswalks, as well as the placement of crosswalks around perimeter roads," said Todd McComb, Facilities Management project manager. The goal of this study was to ensure that roadways and crosswalks were sufficiently marked to prevent pedestrian vs. bicycle vs. vehicle accidents. "The study indicated the crosswalk placement was adequate, but that striping needed to be refreshed." Crosswalk zones were refreshed this summer with "thermoplastic" striping due to its longevity and visibility.



CALIFORNIA STATE UNIVERSITY, SACRAMENTO  
6000 J Street  
Sacramento, CA 95819  
(916) 278 - 6011

[Comments & Questions](#)   [A to Z Index](#)   [Accessibility](#)





ADMINISTRATION & BUSINESS AFFAIRS

Sac State Home ABA Home Recognition Program Thank-you Blog



FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS VOL. 9 | ISSUE 1 | SUMMER 2015

ABA OFF THE CLOCK



ABA Off the Clock is a new FOCUS Newsletter feature. Here, ABA employees share some of their favorite pastimes, hobbies, and activities outside of work.

You might be surprised to read some about some of the things your colleagues do...off the clock!

Mark Iwasa - Youth Sports Coach

Police Chief Mark Iwasa has been a youth sports coach for nearly 20 years, including coaching all three of his sons in baseball, basketball, and soccer.

Teaching youth sports reminds him of the leadership skills needed in his job: "It's very similar to running a police department. You have a team aspect with no one having the exact same skill set, but when each person contributes their part, amazing things happen," said Chief Iwasa.

Iwasa started coaching in 1985 as a volunteer while working for the Sacramento Sheriff's Department. Most recently, he and his team of 13 and 14-year-olds participated in the divisional round of the Junior League Baseball division.



Suzanne Bracamonte - Buffalo Dairy

Suzanne Bracamonte, administrative analyst in Public Safety, has been up to something interesting in her spare time. At her buffalo ranch, she is creating dairy products using buffalo milk, which creates a unique texture and taste. "Cheese and collated cream is extremely creamy and there is no smell like there is with cow product," explains Suzanne. "The fat from buffalo milk is nine percent, while cow's milk fat is two to three percent, which makes the buffalo milk creamier and tastier.

Suzanne hopes to begin selling buffalo milk dairy products throughout northern California. "We have spoken to chefs of restaurants in San Francisco and many other ventures, but the plan is to open a store in the Bay Area. It is a long process, but it should be well worth it."

- Front Page
- ABA News
- ABA Off The Clock
- Awards & Recognition
- Green News
- Message From The VP
- News Faces & Farewells
- Staff Spotlight
- Summer Fun
- Printable Copy

ABA FOCUS  
Is Published By The  
Administration & Business  
Affairs  
Office Of Strategic Planning &  
Quality Improvement  
  
California State University,  
Sacramento  
  
PRESIDENT  
Robert Nelsen  
  
VICE PRESIDENT AND CFO  
Ming-Tung "Mike" Lee

EDITOR  
Sarah Whyte

WEB EDITORS  
Andrew Stiffler  
Sarah Whyte

WRITERS  
Andrew Stiffler  
Sarah Whyte

PHOTOGRAPHY  
Bruce Clarke  
Andrew Stiffler  
Sarah Whyte

## ABA's Triathletes

Public Safety's Lieutenant Lofthouse and officers Matthews and Lowry recently participated in the 42nd annual Eppie's Great Race, placing first in their division!

"The world's oldest triathlon" requires participants and teams to run 5.82 miles, bicycle 12.5 miles, and paddle a kayak 6.35 miles. This grueling triathlon has been held annually in Sacramento since 1974.

Participants Lofthouse, Matthews and Lowry shared their sentiments about placing first in their division: "This was my third Eppie's race," said Lofthouse. "I was shocked and very excited to learn we had won!" Matthews shared a similar response: "Our goal as a team was to have a good time and have fun. Winning the competition was totally unexpected! We are pretty proud of ourselves for such a big accomplishment."

This dedicated trio spent many weeks training for the event, as well as participating in other course events throughout the year. "I went out every weekend for about four months prior to the Eppie's race and kayaked on Lake



Natoma to build up endurance," said Lowry. "I was riding my bicycle at least 50 miles a week!" added Matthews.

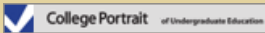
It is amazing what can be accomplished when a team works together toward a common goal. Their dedication and hard work payed off!

To learn more about the annual Eppie's Great Race, [visit their website here](#).



CALIFORNIA STATE UNIVERSITY, SACRAMENTO  
6000 J Street  
Sacramento, CA 95819  
(916) 278 - 6011

[Comments & Questions](#)   [A to Z Index](#)   [Accessibility](#)





ADMINISTRATION & BUSINESS AFFAIRS

Sac State Home ABA Home Recognition Program Thank-you Blog



FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS  
VOL. 9 | ISSUE 1 | SUMMER 2015

ABA AWARDS & RECOGNITION



Reprographics: A Banner Achievement

In August, Reprographics was featured on the cover of [In-plantGraphics](#), a publication regarded as the "leading resource for in-plant printers." The shop was recognized for providing on-demand wide-format printing services, as part of the comprehensive services it provides to the campus.

Having recently upped its capacity to produce wide-format printing, the shop created a 30-foot banner spanning the pedestrian bridge to the American River at Sac State to celebrate a successful 2014-15 season for the Men's and Women's Basketball teams. As stated by the magazine story's author: "The vinyl signage serves as a can't-miss, enduring and endearing display of Hornets pride and commemorates both teams' first Division I postseason tournament appearances."

"It takes a dedicated team, skilled leadership, and a supportive administration to continue to do great things for our campus," said

Director of Reprographics & Mail Services Michael Kalstein.

Wide-format printing has been available since October 2014. Since then, Reprographics & Mail Services has produced many banners and products for multiple groups on campus, including Intercollegiate Athletics, Student Affairs, the University Library, College of Continuing Education, Public Affairs, and the Construction Management Department.

If you are interested in wide-format printing, mail services, or in learning about the comprehensive, integrated printing and mailing services offered, [contact Reprographics & Mail Services](#).

For a link to the full story, click here - [In-plantGraphics](#).



- Front Page
- ABA News
- ABA Off The Clock
- [Awards & Recognition](#)
- Green News
- Message From The VP
- News Faces & Farewells
- Staff Spotlight
- Summer Fun
- Printable Copy

ABA FOCUS  
Is Published By The  
Administration & Business  
Affairs  
Office Of Strategic Planning &  
Quality Improvement  
  
California State University,  
Sacramento  
  
PRESIDENT  
Robert Nelsen  
  
VICE PRESIDENT AND CFO  
Ming-Tung "Mike" Lee  
  
EDITOR  
Sarah Whyte  
  
WEB EDITORS  
Andrew Stiffler  
Sarah Whyte  
  
WRITERS  
Andrew Stiffler  
Sarah Whyte  
  
PHOTOGRAPHY  
Bruce Clarke  
Andrew Stiffler  
Sarah Whyte

## Procurement Receives National Achievement of Excellence Award



In July, the Procurement & Contract Services office received the National Achievement of Excellence in Procurement award from the National Procurement Institute.

This award recognizes the department for its ongoing efforts to implement and achieve best in practices in procurement. Applying for this award is quite the process. Procurement was required to submit a length application, including a large

amount of data and supporting documentation to be eligible for the award.

"The award is an acknowledgement of the hard work that our staff and leadership have put behind this effort," said Director of Procurement & Contract Services John Guion. "This award is a great honor, and we strive to improve our performance continually in order to receive this valuable recognition." This is not the first time Procurement has earned the award. The team was also awarded in 2009.



## 2014 Staff Peer Award Photos Online

On June 11, ABA held its annual Spring Social at the Scottish Rite Temple near Sacramento State. This year's event featured announcement and presentation of the 2015 ABA Staff Peer awards.

ABA's Staff Peer awards is a recognition program that allows ABA staff to recognize the work of their colleagues. Awards are presented annually in the following categories: Customer Service, Problem Solver, Teamwork, Positive Attitude, Professionalism, and Innovation.

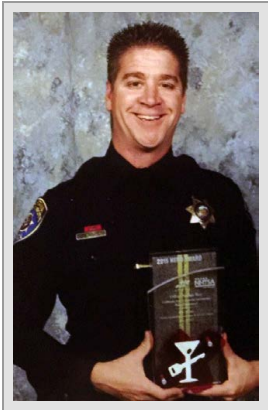
Photos of all of the awardees are now available online! [View and celebrate your colleagues' accomplishments!](#)

## MADD Recognizes Nathan Rice for Efforts Against Drunk Driving

On May 30th, Mothers Against Drunk Driving (MADD) recognized Officer Nathan Rice with the MADD California Hero Award for his contribution to help MADD achieve its mission.

According to their website, the goal of MADD is "to end drunk driving, help fight drugged driving, support the victims of these violent crimes, and prevent underage drinking." Officer Nathan Rice's actions throughout the year have contributed to accomplishing this goal here at Sacramento State.

To learn more about the history of MADD and their organization, visit their website at: <http://www.madd.org/>

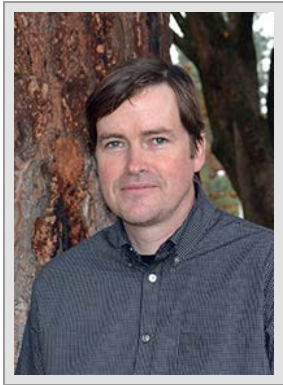


## Facilities Management Recognizes Monthly Best



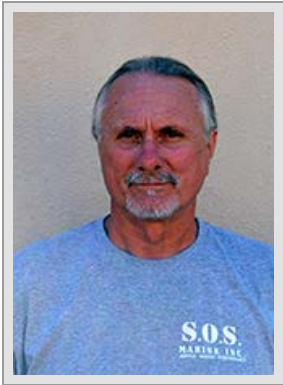
**May 2015 - Amanda Stan**

"Working in our Customer Service department, Amanda is always willing to assist customers in every way possible. She is no stranger to multi-tasking, with the ability to greet customers, transfer calls, and redirect employees, all with a smile. She truly is a star performer!"



**June 2015 - Graig Dutton**

"As our storekeeper, Graig is always willing to go the extra mile to research pricing and availability of the tools and supplies we use on a daily basis. He has saved our department valued budgetary resources. He is detail oriented, accurate, and is a pleasure to work with."



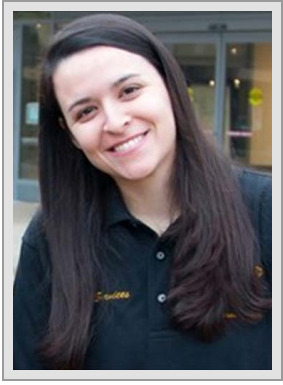
**July 2015 - Jack Connor**

"Jack is enthusiastic, motivated and quality oriented - a valuable asset to the custodial team. The department completes a high volume of floor maintenance at a high level due to his dedicated work ethic. He has earned the respect to be a team leader by exhibiting what is required to be a successful custodian and team player."

**August 2015 - Mark Perry**

"Mark has exceptional work focus. He juggles numerous projects at a time, and works very hard to keep them all on track. He seamlessly coordinates and collaborates with everyone involved in every job. He has the University's best interest in mind at all times, and works diligently to deliver realistic project costs and timeline estimates. Mark works to ensure that our customers are satisfied."

## Public Safety Awards Employee and Student of the Quarter



**Employee of the Quarter, 1st Quarter 2015 - Kim Zepeda**

"Kim Zepeda always conducts herself in both a professional and ethical manner. She tackles challenges with a positive attitude and succeeds in all tasks that she is given. Zepeda continuously provides great customer service at the Police Service Center and is an encouraging trainer. She also assisted officers with a recent arrest made in the Union for violation of a no trespass notice."

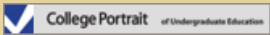
**Student of the Quarter, 1st Quarter 2015 - Tyler Puckett**

"Tyler Puckett consistently looks for ways to improve CSO processes and policies and continues to boost student morale by working closely with everyone in the group, making sure that they understand the program's procedures. Puckett is always prepared to face the many challenges that CSO's may encounter on a daily basis and contributes constructive criticism when needed. His positive attitude and diligence is greatly appreciated."



CALIFORNIA STATE UNIVERSITY, SACRAMENTO  
6000 J Street  
Sacramento, CA 95819  
(916) 278 - 6011

[Comments & Questions](#)   [A to Z Index](#)   [Accessibility](#)





ADMINISTRATION & BUSINESS AFFAIRS

Sac State Home ABA Home Recognition Program Thank-you Blog



FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS  
VOL. 9 | ISSUE 1 | SUMMER 2015

GREEN NEWS



Sustainable U - Toward a Greener Campus

Sac State's Sustainability Team collaborated with the University Union to host an art exhibit from April 20 through June 12, promoting the sustainable efforts made on campus.

Titled "Sustainable U," the purpose of the exhibit "...was to raise awareness of campus sustainability efforts and get people thinking about what they could do to contribute to more sustainable change as well," said Sustainability & Operations Analyst Kristina Cullen.

The sustainable and environmental areas featured included: Academics, Dining Services, Environmental

Health & Safety, Landscape Planning, Renewal, Recycle/Waste Management, Transportation, and Water Conservation. In terms of outreach, the event was a success - according to Kristina: "The gallery display was a great way to reach a larger audience as the Union is such a public place, and serve as a highlight piece for campus tours."

Many of the images show the promises made by faculty, staff, and students to lead more sustainable lives. As the University Union gallery website states, "The idea of 'Sustainable U' is our depiction of the choices individuals are making to ensure sustainability is the responsibility of all. The students, faculty, and staff of Sacramento State have pledged to make our University the most green it can be and want to share that U too can make a difference!"

To learn more about the sustainable efforts made on campus, as well as upcoming events, visit the [Sustainability website!](#)



- Front Page
- ABA News
- ABA Off The Clock
- Awards & Recognition
- [Green News](#)
- Message From The VP
- News Faces & Farewells
- Staff Spotlight
- Summer Fun
- Printable Copy

ABA FOCUS  
Is Published By The  
Administration & Business  
Affairs  
Office Of Strategic Planning &  
Quality Improvement  
  
California State University,  
Sacramento  
  
PRESIDENT  
Robert Nelsen  
  
VICE PRESIDENT AND CFO  
Ming-Tung "Mike" Lee

EDITOR  
Sarah Whyte

WEB EDITORS  
Andrew Stiffler  
Sarah Whyte

WRITERS  
Andrew Stiffler  
Sarah Whyte

PHOTOGRAPHY  
Bruce Clarke  
Andrew Stiffler  
Sarah Whyte

## Stormwater Management Zones Prevent Runoff and Erosion



Sacramento State's Office of Water Programs (OWP) and ABA have teamed up with the City of Sacramento to install new stormwater management devices on campus. The devices, also known as Low Impact Device (LID) zones, are intended to reduce stormwater impacts to the American and Sacramento rivers. Stormwater runoff from urban development is one of the leading contributors to water quality degradation.

LID is a sustainability term for managing stormwater. The process involves treating runoff close to its source, incorporating existing infrastructure to optimize feasibility, and enhancing pollutant load reduction through stormwater infiltration, retention, and treatment. The LIDs will reduce runoff that is currently discharged into the American River. This will prevent erosion and replenish groundwater

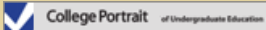
supplies used for campus irrigation.

In addition, the project will provide energy savings. All campus runoff is currently pumped over the levee into the American River, so capturing the runoff will reduce this need. The LIDs will treat runoff from two major parking lots, roof drains from one of the oldest campus buildings, and sections of Jed Smith and College Town drives, as well various impervious walkways in the center of campus. ABA departments instrumental to the project are Facilities Management and Risk Management Services.



CALIFORNIA STATE UNIVERSITY, SACRAMENTO  
6000 J Street  
Sacramento, CA 95819  
(916) 278 - 6011

[Comments & Questions](#)   [A to Z Index](#)   [Accessibility](#)





ADMINISTRATION & BUSINESS AFFAIRS

Sac State Home ABA Home Recognition Program Thank-you Blog



FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS  
VOL. 9 | ISSUE 1 | SUMMER 2015

MESSAGE FROM THE VICE PRESIDENT



Message from the Vice President

I hope you enjoy this summer edition of ABA's newsletter. As summer comes to an end, I am aware of how much has been accomplished by ABA over the past months, when much of our most important work takes place. I hope that in the midst of all the work that was done everyone had the chance to spend some quality time with friends and family.

As we gear up for the fall semester, I hope you will join me in welcoming our new President Robert Nelson, who promises to lead Sacramento State to new heights. I also want to thank each of you for your dedicated work as we continue to improve services and redefine the possible for Sac State students and the campus community.

In this newsletter, you can read about ABA's summer projects, honors bestowed on division staff and departments, and new and departing staff. The summer edition departs from the usual focus on work to cover some of ABA staff member's

"off the clock" activities, including summer vacations.

I encourage you to check out Green News to read about the Low Impact Devices currently in development. These are part of an exciting new sustainability project undertaken by ABA in conjunction with the city of Sacramento and the University's Office of Water Programs. The project will improve the management of storm water by reducing erosion and preventing pollution from running into the American River.

Fourteen additional smart classrooms and eighteen smart labs were completed over the summer to provide faculty with state-of-the-art tools and facilities to support their teaching efforts. New technology will help us meet the needs of our technology-savvy students and progress toward goals once considered impossible.

I am proud to congratulate two ABA units recently recognized by external organizations, whose stories are covered in this edition:

Reprographics & Mail Services appear on the cover of print industry magazine In-Plant Graphics' August edition. The national publication includes an article on Reprographics & Mail Services efforts to ensure great service to the campus, including new technology and support and consultation for student graphics and printing projects.

Procurement & Contract Services received a National Achievement of Excellence in Procurement award from the National Procurement Institute, which required a vigorous application process with demonstrated adherence to criteria. These are examples of the hard work that makes ABA stand out.

I know that many of you have spent the past weeks preparing for the upcoming semester, and I want to thank you for your efforts to create a warm and welcoming environment for our incoming students.

- Front Page
- ABA News
- ABA Off The Clock
- Awards & Recognition
- Green News
- Message From The VP
- News Faces & Farewells
- Staff Spotlight
- Summer Fun
- Printable Copy

ABA FOCUS  
Is Published By The  
Administration & Business  
Affairs  
Office Of Strategic Planning &  
Quality Improvement  
  
California State University,  
Sacramento  
  
PRESIDENT  
Robert Nelson  
  
VICE PRESIDENT AND CFO  
Ming-Tung "Mike" Lee  
  
EDITOR  
Sarah Whyte  
  
WEB EDITORS  
Andrew Stiffler  
Sarah Whyte  
  
WRITERS  
Andrew Stiffler  
Sarah Whyte  
  
PHOTOGRAPHY  
Bruce Clarke  
Andrew Stiffler  
Sarah Whyte



ADMINISTRATION & BUSINESS AFFAIRS

Sac State Home ABA Home Recognition Program Thank-you Blog



FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS VOL. 9 | ISSUE 1 | SUMMER 2015

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.



Ana Arellano  
Custodian  
Facilities Management



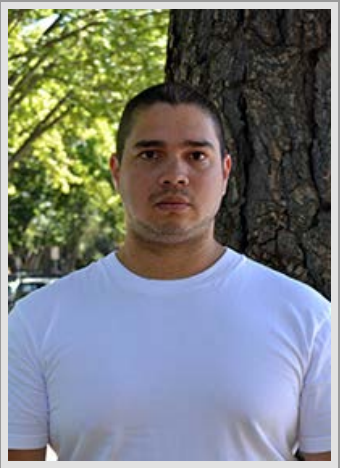
Lance Brewer  
Custodian  
Facilities Management



Jessica Bush  
Administrative Support Assistant  
Risk Management Services



David Carpenter  
Groundworker  
Facilities Management



Christopher Dursh  
Custodian  
Facilities Management



Brandon Flemate  
Custodian  
Facilities Management

- Front Page
- ABA News
- ABA Off The Clock
- Awards & Recognition
- Green News
- Message From The VP
- News Faces & Farewells
- Staff Spotlight
- Summer Fun
- Printable Copy

ABA FOCUS  
Is Published By The  
Administration & Business  
Affairs  
Office Of Strategic Planning &  
Quality Improvement

California State University,  
Sacramento

PRESIDENT  
Robert Nelsen

VICE PRESIDENT AND CFO  
Ming-Tung "Mike" Lee

EDITOR  
Sarah Whyte

WEB EDITORS  
Andrew Stiffler  
Sarah Whyte

WRITERS  
Andrew Stiffler  
Sarah Whyte

PHOTOGRAPHY  
Bruce Clarke  
Andrew Stiffler  
Sarah Whyte



**Nicholas Iturriaga**  
Custodian  
Facilities Management



**Micah King**  
Custodian  
Facilities Management



**Ravi Lakhan**  
Custodian  
Facilities Management



**Genoveva Mercado**  
Custodian  
Facilities Management



**Denise Morgan**  
Accounting Technician III  
Financial Services



**Michael Nausin**  
Administrator II  
Facilities Management



**Shawn Peterson**  
Custodian  
Facilities Management



**Luis Ramirez**  
Auto/Equipment Mechanic  
Facilities Management



**Irina Skiba**  
Accountant I  
Financial Services



**Chardik Teves**  
Groundsworker  
Facilities Management



**Susan Yang**  
Administrative Support Assistant  
Financial Services

**Not Pictured:** Eddie White, Facilities Management

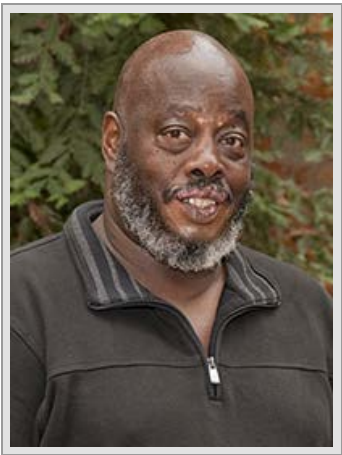
**Farewells**



**Linda Deegan, Facilities Management**



**Liz Padilla, Public Safety**



**Thurman Watson, Financial Services**

**Not Pictured:** Jennifer Barrett, Financial Services; Dasalla Elvie, Facilities Management; Daniel Lie, Public Safety



CALIFORNIA STATE UNIVERSITY, SACRAMENTO  
6000 J Street  
Sacramento, CA 95819  
(916) 278 - 6011

[Comments & Questions](#)   [A to Z Index](#)   [Accessibility](#)





ADMINISTRATION & BUSINESS AFFAIRS

Sac State Home ABA Home Recognition Program Thank-you Blog



FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS  
VOL. 9 | ISSUE 1 | SUMMER 2015

STAFF SPOTLIGHT



Staff Spotlight with Margaret Hwang

*In each issue, the FOCUS Newsletter spotlights an ABA staff member whose work deserves mention. Our spotlight explores ideas around "redefinition," asking how staff professionals have grown in their careers while working in ABA, and what "redefine the possible," Sac State's tagline, means to them.*

**Name:** Margaret Hwang  
**Position:** Administrative Analyst/Specialist  
**ABA Department/Unit:** Administrative Operations

**How long have you been with Sac State:** I have worked at Sac State for about ten years.

What are some examples of your daily duties?

The great thing about my position is that my projects vary from day to day. I am lucky to work with great colleagues who are very collaborative in nature so I am exposed to many different projects and processes that involve other ABA families and campus departments. One of the more routine tasks I am responsible for is to update the University Manual Policy website. If a new or revised policy is brought to our attention, Kem and I review the policy before sending it to the President's Office for final approval. If it comes back approved, I update the Policy website. I am also the Master Timekeeper for ABA so you will usually see me clacking away on a 10-key during timekeeping time.

What have you done to promote positive change in your unit's processes since your appointment?

Our office is constantly working on a myriad of projects at any given time. It is often challenging to reflect on completed projects because an upcoming project could be urgent and there is no time to ponder what was just done. However, over the past year, I have been working on taking time to review projects that have been completed to create checklists, identify process improvements, and to garner feedback in regard to what the audience/customer thinks could be done better. I consider continuous improvement a reality in the day to day work we do.

How has your job influenced your professional growth?

I started my career at Sac State with the College of Continuing Education (CCE). After moving to campus and to ABA, it has really broadened my view on how the University operates but I know I am far from knowing all of the details. Being with ABA makes me appreciate the things our division is responsible for -- whether it is keeping the campus safe and beautiful or the constant diligence of our Financial Services family. Seeing all that we do has motivated me to learn more about campus operations and spurs me to try and grow my skills and knowledge about campus.

What certifications do you hold? What does it take to become certified, and how do you feel these qualifications benefit the campus?

I was awarded the certification of a Professional in Human Resources (PHR) by the HR Certification Institute (PHR) in 2010 and completed a Business Analyst Certificate Program offered by CCE back in 2009. To obtain the PHR certification, you need to work a certain amount of hours in the HR field. You also need several letters of

- Front Page
- ABA News
- ABA Off The Clock
- Awards & Recognition
- Green News
- Message From The VP
- News Faces & Farewells
- Staff Spotlight
- Summer Fun
- Printable Copy

ABA FOCUS  
Is Published By The  
Administration & Business  
Affairs  
Office Of Strategic Planning &  
Quality Improvement  
  
California State University,  
Sacramento  
  
PRESIDENT  
Robert Nelsen  
  
VICE PRESIDENT AND CFO  
Ming-Tung "Mike" Lee  
  
EDITOR  
Sarah Whyte  
  
WEB EDITORS  
Andrew Stiffler  
Sarah Whyte  
  
WRITERS  
Andrew Stiffler  
Sarah Whyte  
  
PHOTOGRAPHY  
Bruce Clarke  
Andrew Stiffler  
Sarah Whyte

recommendations from colleagues and an executive in your organization. Once you pass the initial standards for the PHR, you must take an examination that tests your knowledge about HR standards. I feel these certifications help illustrate the importance of lifelong learning; since we are working for an educational institution, continuing training plays a pivotal role in my life. I am also a two-time proud Hornet alum (BS, MBA).

**Who are your primary customers?**

I truly feel it is anyone who may need my assistance. It could be a wayward student who needs directions to another office, another staff member/colleague inquiring about how to post a policy to the website, or an external customer like our contacts with the local chambers of Commerce. Even if I don't know the answer to a question I am asked, I am diligent in finding who to talk to.

**What are your biggest, yet most rewarding challenges?**

The fact that ABA is all encompassing can be a bit challenging in regards to my growing knowledge of our division's operations. We are responsible for key areas to ensure the University runs smoothly so we receive quite a few inquiries about various issues. When I am asked a question that I do not know the answer to, I take pride that I can call colleagues to get to the bottom of the issue and it is rewarding to know that I can do so. I hope that my depth and breadth of knowledge will continue to increase as I learn more day to day.

**What do you like best about your job?**

I truly enjoy interacting with many different colleagues from the various ABA families as well as external customers -- especially the student interns we invite to campus each semester from the different chambers of Commerce. I also enjoy working closely with my immediate colleagues to resolve problems that are brought to our attention to ultimately make other processes easier.

**What is your favorite aspect of working on campus?**

I love the collaborative spirit amongst the staff, and the energy the students bring to campus. I am always hit with a wave of nostalgia when the semester first starts and you see the new students walking around campus in awe. Seeing their excitement about the campus always makes me consider going back for another degree!

**Why and how would someone contact you?**

I am happy to help anyone who needs assistance. Even if I am not the main contact for a particular issue, I am more than willing to find out who you need to contact for the appropriate answers. Colleagues can contact me at x82537 or [hwangm@csus.edu](mailto:hwangm@csus.edu).

**What does Sac State's "Redefine the Possible" initiative mean to you?**

I take the Redefining the Possible initiative at face value. What we may have thought was not possible, may be possible if we are creative and brave enough to think outside the box. We must respect what was done before and learn from the past, but we must continue to move forward and redefine what our previous boundaries were. With this mindset, we are in a better position to accomplish what we thought was impossible before.



ADMINISTRATION & BUSINESS AFFAIRS

Sac State Home ABA Home Recognition Program Thank-you Blog



FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS VOL. 9 | ISSUE 1 | SUMMER 2015

SUMMER FUN



Within ABA are employees who understand that, in addition to a strong work ethic, a healthy work-life balance is important. The summer brings sunny skies, warm weather and, for many, family vacations as well as recreational activities.

We gave ABA employees the opportunity to share their exciting summer plans and activities below:

Family Camping

In July, Administrative Analyst/Specialist Emily Parmelee and her family, embarked on a summer camping trip to Jenkinson Lake in Pollock Pines. Camping is one of Emily's family's favorite activities. "[Camping] was something that I did with my parents almost every weekend as a kid."

Emily plans to use these early experiences to help instill responsible camping practices in her children "I want to teach my kids to respect our environment and to appreciate this beautiful state that we live in."

While there, Emily and her family embarked on hikes while exploring the area. "The best part about camping is just being out in nature breathing the fresh air."



Visiting National Parks

In June, Facilities Management's Alena Rybachuk visited Yellowstone National Park with her family. There they visited several popular visitor spots, including Old Faithful, Mammoth Hot Springs, and the Grand Prismatic Spring.

These summer family adventures have become tradition in Alena's family. "This is something my family does once every other year. We choose which place we want to visit during the summer. This was my second time at Yellowstone."

Alena enjoys visiting parks such as Yellowstone, which are known for their breathtaking landscapes, wildlife, and hot springs. "I enjoyed the

- Front Page
- ABA News
- ABA Off The Clock
- Awards & Recognition
- Green News
- Message From The VP
- News Faces & Farewells
- Staff Spotlight
- Summer Fun

Printable Copy

ABA FOCUS  
Is Published By The  
Administration & Business  
Affairs  
Office Of Strategic Planning &  
Quality Improvement

California State University,  
Sacramento

PRESIDENT  
Robert Nelsen

VICE PRESIDENT AND CFO  
Ming-Tung "Mike" Lee

EDITOR  
Sarah Whyte

WEB EDITORS  
Andrew Stiffler  
Sarah Whyte

WRITERS  
Andrew Stiffler  
Sarah Whyte

PHOTOGRAPHY  
Bruce Clarke  
Andrew Stiffler  
Sarah Whyte

variety - we saw bighorn sheep, bison, and other critters as well as geysers, hot springs, canyons, waterfalls, lakes, etc. It was one of the most beautiful and scenic areas I've ever experienced."



### Cool Coastal Spots

This summer Facilities Management's Thomas Moon embarked on a week-long family vacation to Coos Bay, Oregon; Astoria, Oregon; and Seattle, Washington. From late June to early July, Moon and his family visited some of their favorite and most desired destinations, including the ocean in Coos Bay, the Goonies House and Film Museum in Astoria, and the Space Needle in Seattle.

Moon even found time to celebrate his patriotism. "We spent the fourth of July at our friend's lake house in Seattle for fireworks."

Moon is a big Goonies fan, but also enjoyed other stops along the way. "It was great to see the ocean, spend time with family and friends, and see the Space Needle and Seattle's famous gum wall. I also enjoyed the scenic drive along the coast."



CALIFORNIA STATE UNIVERSITY, SACRAMENTO  
6000 J Street  
Sacramento, CA 95819  
(916) 278 - 6011

[Comments & Questions](#)   [A to Z Index](#)   [Accessibility](#)

