

QUICK LINKS ▼

# **Administration & Business Affairs**

Sac State Home ABA Home Recognition Program Appreciation Blog

FOCUS SUPPORTING STAFF PROFESSIONALISM AND SUCCESS VOL. 12 | ISSUE 1 | Summer 2018



#### Made at Sac State

In this summer edition, we feature Deneilia Pappas, scheduling coordinator within Space Management.

She shares with us her remarkable story, and history, of how she was Made at Sac State.

Read more.

# Front Page

**ABA News** 

Awards & Recognition

Green News

Made At Sac State

Message From The VP

New Faces & Farewells

Recipes

Summer Fun

Printable Copy

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California State University, Sacramento

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VICE PRESIDENT/CFO Stacy Hayano (Interim)

> EDITORS Bena Arao Andrew Stiffler

WEB EDITOR Andrew Stiffler

WRITERS Deneilia Pappas Andrew Stiffler

PHOTOGRAPHY Bruce Clarke Andrew Stiffler

#### **Awards & Recognition**



In an attempt to combat food scarcity as a hindrance to the educational process, Sacramento State's Sustainability Team, partnering with various departments, developed a comprehensive program to provide food and nourishment to our students. For these efforts, the Sustainability Team received a best practices award from...read more.

#### **ABA News**



In early August, employees of the Bursar's Office came together to help wildfire victims from the Carr Fire in Redding, CA.

Donations included non-perishable goods, including canned and boxed foods, as well as household family items like diapers, toothbrushes, and basic medicines.

Read more.

#### **Green News**



Earlier this year, Facilities Management's Sustainability Team began a new project in their esteemed BAC Yard project: beekeeping.

European honeybees to be exact. Some

might wonder, what do honeybees have to with Sac State, hornet puns aside.  $\underline{\text{Read more}}$ .



# Message from the VP

I'd like to first thank everyone in ABA for welcoming me back as I return as the interim Vice President for Administration/CFO. I am looking forward to working with everyone, and seek to fill the shoes that Dr. Lee left behind.

Despite the obstacles that organizational change presents, I am confident...<u>read more</u>.

#### Summer Fun



Despite the summer hear, ABA finds ways to enjoy the summer in fun and unique ways. One group of offices have continued to engage with employees, and capture the spirit of summer.

Financial Services continued its Summer Fun Days this year with events across three days, including baseball day, on June 12, surprise day, on July 19, and Sac State day on August 15.

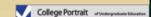
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A to Z Index

Accessibility





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# **Administration & Business Affairs**



#### **ABA NEWS**

# **Donation Drive Yields Big Returns for California Wildfire Victims**



In early August, employees of the Bursar's Office came together to help wildfire victims from the Carr Fire in Redding, CA.

Donations included nonperishable goods, including canned and boxed foods, as well as household family items like diapers, toothbrushes, and basic medicines.

Administrator 1, Nicole Rogers of the Bursar's Office explained how she started the drive: "I saw a Facebook posting from

the Wilton Firefighters Association. I knew that this was something our office could pull together in a short period of time," said Rogers. "I sent out a text to our staff on Saturday night and collected the donations through Thursday."

The recent Carr Fire near Redding, CA, has destroyed over 1000 homes spanning over 180 square miles, as of August 1, 2018. The severity of the fires makes the efforts from the Bursar's office that much more deserving of praise.

"These goods are meant for the victims of the Carr fire. The donations will be collected and delivered by the End of Watch Fund in partnership with the Wilton Firefighters Association," explained Rogers. "There are so many fires going on in our state. We felt we needed to do our part to help those that have been affected. This donation drive was easy and a fast way to get the victims what they need."

If you would like to help the victims of the Carr Fire, consider donating to the Shasta Regional Community Foundation: <a href="http://www.shastarcf.org/funds/cdrf">http://www.shastarcf.org/funds/cdrf</a> or the United Way: <a href="https://www.norcalunitedway.org/CARRfire">https://www.norcalunitedway.org/CARRfire</a>.

Front Page

**ABA News** 

Awards & Recognition

Green News

Made At Sac State

Message From The VP

New Faces & Farewells

Recipes

Summer Fun

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# Parking Structure Five is Completed and Now Open!

Earlier this spring, the long awaited PS5 was finally completed. This new structure will help alleviate parking concerns on campus for faculty, staff, and students. The six-story structure boasts over 1200 spaces and includes parking for electric vehicles.

Accounting Technician II, Candace Ensley, described a simple benefit during this hot summer season "I love parking in the new structure because my vehicle is cool when I get in at the end of the day! No more burning my hands on a sunbaked steering wheel!"

The new parking structure did see several delays. However, students, faculty, and staff are now enjoying additional parking in one of the highest in-demand locations: the north end of campus. The new structure also utilizes technology to help notify commuters of parking space allocations. "I greatly appreciate the notification of how many parking slots are open as soon as you enter the garage and the color coding for different personnel," said Administrative Analyst/Specialist, France Palu.

Despite all of the positives the parking structure brings us, there have been some slight headaches to get used to. During a recent Business Partner's Round Table meeting, several attendees mentioned that some drivers do not appear to know how to use the roundabout, located near the main entrance of the structure. Director of University Transportation & Parking Services (UTAPS), Tony Lucas, replied that the roundabout contains all of the necessary and legal signage, but acknowledged that some drivers may still be getting used to the feature. He emphasized one key point: "cars in the roundabout have the right-of-way." Hopefully with time, drivers will remember this rule.

"All the feedback from employees has been positive so far," said Assisant to the Director, Freddy Orozco. "I haven't received any complaints." Freddy did, however, address that we haven't yet seen how the Parking Structure will operate under full load once the semester begins. "We still don't know how the campus community is going to handle the roundabout on Arboretum Way at peak times." To help address this, UTAPS is planning to man the roundabout with traffic officers during the first week of the fall semester. Drive safe everyone!



#### New Name, Same Great Office and Services



ABA's Reprographics Services and Mail Services offices have been officially renamed to University Print and University Mail, respectively. Collectively, they will be known as University Print & Mail.

This name change coincides with their

parent department-level name change as well. Two years ago, the former offices of Reprographics Services and Mail

Services were combined, organizationally, with University Transportation & Parking Services (UTAPS). A search began to find a name that best emcompassed the wide variety of services of these three offices performed. The name finally chosen was University Support Services.

To publicize their name change, University Print & Mail hosted a presentation at the Business Partners Round Table meeting in August. Their new contact information is as follows:

Email: universityprint@csus.edu / universitymail@csus.edu

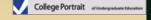
Web: www.csus.edu/aba/university-print / www.csus.edu/aba/university-mail



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A to Z Index

Accessibility



QUICK LINKS ▼



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Sac State Home ABA Home Recognition Program Appreciation Blog

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#### **ABA AWARDS & RECOGNITION**

# **Procurement & Contract Services Recognized for Excellence**



In July of this year, Procurement & Contract Services was notified that it had received an Achievement of Excellent in Procurmenet award, based on their adherance to procurement best practices.

Director of Procurement & Contract Services, John Guion, explained the application process: "There was a very long application process," said Guion. "The criteria changes each year so it progressively gets a bit harder."

According to their recognition letter, Sacramento State is "...one of only 47 in California and one of only 27 institutions of higher education in the United States and Canada to receive the award."

Most impressive, this isn't their first time either! Procurement & Contract Services received a similar award in 2015.

"The department works very hard to keep up on procurement best practices not only within higher education but within all state and national procurement trends," said Guion. "The award goes to the staff in recognition of the work they put in every day to ensure we stay active and participate in the latest procurement and contracting practices. This award is a testament to that dedication of a job well done."

Well done, indeed!



# Sustainability Team Tackles Food Scarcity

In an attempt to combat food scarcity as a hindrance to the educational process, Sacramento State's Sustainability Team, partnering with various departments, developed a comprehensive program to provide food and nourishment to our students. For these efforts, the Sustainability Team received a best practices award from the California Higher Education Sustainability Conference (CHESC). This is the third year in a row the Sustainability Team has been recognized!

Sustainability Manager, Ryan Todd, explained: "We received it this year for our work to collect food waste, compost it, grow food with the compost and then supply the student

food pantry with that food." It's great to see their efforts to help students are paying off and being recognized!

Front Page

**ABA News** 

**Awards & Recognition** 

**Green News** 

Made At Sac State

Message From The VP

New Faces & Farewells

Recipes

Summer Fun

Printable Copy

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# **Facilities Management Recognizes Monthly Best**



#### May 2018 - Baron Marsh

"Baron has contributed a lot to our department since starting 10 months ago. He has overseen improvements in software and hardware support, business process analysis, documentation, the AIM software upgrade, Push to Talk (PTT) phone replacements, and many other opportunities and challenges we have with the technology we use in Facilities Management. He is to be commended for the hard work and personal dedication he has shown in his work and we thank him for all his efforts in Facilities Management."

#### June 2018 - Larry Rich

"Larry possesses a wealth of horticultural knowledge, surpassed only by those in the Biology Department. His expertise makes him an extremely valuable member of the Grounds Department, and campus as a whole. Larry is a punctual, respectful employee who completes tasks meticulously and maintains relationships throughout campus. His area is always in good order and he is just flat-out a very nice guy."



#### July 2018 - Eric Solberg

"Eric Solberg exemplifies outstanding customer service, hard work, and being a team player on a daily basis. He is always the first to raise his hand when critical work is needed. Eric plays a vital role in monitoring, performing maintenance, and emergency repairs on fire alarm systems throughout the campus."





#### Employee of the Quarter - Matthew Light

"Officer Light applies the highest standard of excellence to his daily work practices. His dedication to making a difference, customer service and positive attitude is highlighted by his recent heroic efforts to resuscitate two separate victims of cardiac arrest. In both cases, officer Light responded with determination and without hesitation. Officer Light's commitment and dedication is recognized by the department and by his peers. He is deserving of this honor."

#### Student of the Quarter - Sonia Bola

"Sonia has been an asset to the security services of the Police Department. She is friendly, outgoing and her positive attitude brings out the best in the people around her. She routinely tackles tough projects and achieves results that exceed expectations. Sonia recently completed a three-year alarm update project that was installed prior to her involvement. She personally reached out to every college where we had alarm systems and updated the binders for call lists for dispatch. Three managers from different service areas have commented and lauded her efforts."





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#### GREEN NEWS - BAC YARD



#### What is the BAC Yard?

The Bioconversion and Agricultural Collaborative (BAC) Yard, located in lot 10 near where Folsom Blvd. and the train tracks intersect, is a sustainability facility maintained by a myriad of Sac State students, faculty, and staff. What began as a way for the University to begin composting its fallen leaf material every fall has blossomed into a full-fledged learning facility bringing together a number of different needs and finding a common answer for all.

The BAC Yard was birthed from a Campus as a Living Lab (CALL) grant from the Chancellor's Office. What is unique about the CALL grant is that it specifically marries the efforts of Facilities Management with those of academia; a class is designed to work on an operational problem the University is facing.

#### What does the BAC Yard do?

Each fall, Sac State accrues over a hundred tons of leaves from all of the trees across our esteemed Tree Campus USA. Those leaves were previously hauled away, but now our Grounds department piles them into a windrow right in the BAC Yard. The leaves are then rolled with large machinery by our grounds team until it is processed into high quality compost to be used right here on the campus.

Additionally, food waste was collected at numerous campus eateries and picked up by Family and Consumer Science (FACS) students and taken to the BAC Yard to be composted using more hands-on methods. Students began hot-composting and vermicomposting to process the food waste. Hot composting is simple composting akin to the type someone might do at home. Vermicomposting employs special worms called red-wigglers who eat the food scraps and add their own special fertilizer to the compost to produce a higher quality product. Students turn and water the piles and collect the compost once the process is completed.



Front Page

**ABA News** 

Awards & Recognition

**Green News** 

Made At Sac State

Message From The VP

New Faces & Farewells

Recipes

Summer Fun

Printable Copy

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#### What's Next for the BAC Yard?

Though the BAC Yard has its roots in composting, it has since expanded to include the ASI Garden, four beehives, a solar-powered aquaponics system and numerous other student projects. All produce from the garden is donated to the Pop-Up Pantry to help students facing food security issues and the bees help to pollinate the garden and other plants. All are tended to by the Sac State Sustainability Team and a small army of student volunteers.

The BAC Yard itself is also helping the campus to sequester carbon, thus decreasing is carbon footprint. Campus trees that must be felled for safety or health issues are chipped and used as ground cover at the BAC Yard keeping that carbon offset right here on the campus too.

Perhaps the biggest success of the BAC Yard is just how much it has benefitted not just the Sac State community, but the Sacramento region as well. Compost from the yard is donated to local schools, churches, mosques, organic farms, and other institutions to help increase green programs throughout Sacramento.



#### What's Abuzz in the BAC Yard?

Earlier this year, Facilities Management's Sustainability Team began a new project in their esteemed BAC Yard project: beekeeping.

European honeybees to be exact. Some might wonder, what do honeybees have to with Sac State, hornet puns aside. "Since the BAC Yard is a living laboratory for students to learn about composting, urban agriculture, and aquaponics, the bees were the perfect next addition to our sustainable system," explained Sustainability Analyst, Kristina Cullen. "The bees help to pollinate the food being grown in student gardens for the ASI Pop-Up Pantry."

Fellow Sustainability Team member, Joey Martinez, helped start the program earlier this year, after receiving help from several members of the campus community. "The first one was City Councilman Jeff Harris, who operates the beehives over at Capital Public Radio," explained Martinez. "As well as Serg Bochilo, whois a local beekeeper who has stopped by on several occasions to lend his expertise. And finally, a member of our own ABA team

from Space Management, Camellia Sahm, who has lent her guidance to us as well. In fact, I believe she'll be joining us for our bee check-up. All three of these individuals have helped me and the team learn more about beekeeping."

Bees are essential to our ecosystem "without bees, we wouldn't have much of our food," said Cullen. "When you see a bee in your yard, appreciate it. Respect it." Cullen and the rest of the Sustainability Team hope to bottle the honey extracted from the hives for eventual human consumption, either through the student pop up pantry, or sold to help sustain BAC Yard projects.

To help educate people on both the project, and the importance of honeybees, the Sustainability Team has conducted more than 20 tours, including to staff, students, and children from youth groups or the Children's Center.

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So far, there are four hives on campus, located within the BAC Yard, near Highway 50. Each hive contains a queen that can lay up to 1200 eggs a day. Only females are capable of gathering pollen and nectar, and have a life span of just 30 to 45 days. If you are interested in scheduling a tour, contact the Sustainability Team, or visit their website.



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#### MADE AT SAC STATE



# Made at Sac State - Deneilia Pappas

In this summer edition, we feature Deneilia Pappas, scheduling coordinator within Space Management. Below, she shares her remarkable story, and history, of how she was Made at Sac State.

# When did you start your academic/professional career at Sac State?

I first arrived at Sac State in the fall of 1982 as a freshman to study Computer Science. All computer labs had terminals (yikes) which connected to the mainframe housed in the old computer center in Sequoia Hall. I was active in Greek life, student council and loved attending football, baseball and softball games as well as track meets.

I have fond memories of attending speeches made by Jesse Jackson and Vice Presidential candidate Geraldine Ferraro. I was a terrible computer science student and eventually changed my major and earned a B.S. degree in Business Administration concentrating in MIS.

#### When did you get your first job on campus?

A few years before graduation I began working as a student assistant in the Alumni Office which was then housed in Sacramento Hall. Plans were in the works for the Alumni Center as we know it today. I helped coordinate Alumni events and endlessly tied balloons around the football stadium on game day. My primary responsibility in the Alumni Center was helping assist a newly hired computer technician implement the first software for the office. Goodbye paper records.

My next endeavor was landing an entry level staff position in the Academic Senate Office which is known today as the Faculty Senate. It was here that I was exposed to faculty governance and learned how policies and procedures are moved along the various faculty committees, to the Executive committee and then the full Senate. Senate meetings were always interesting and I enjoyed watching the interaction amongst the faculty. Many staff members don't realize that Senate meetings are open to the campus community to observe. I would recommend to anyone to attend at least one.

#### What was next for you?

After leaving the Senate Office I accepted a promotion in the General Education Office in Academic Affairs. The General Education Program was undergoing a major overhaul at the time. Every course under the program had to be reviewed to determine if it would meet the requirements of the new area criteria as mandated by the Chancellor's Office. This is where I would also get my first experience at organizing a large scale event. I worked with ASI, Inc. in a joint effort to bring Dr. Maya Angelou to campus.

Front Page

ABA News

Awards & Recognition

**Green News** 

Made At Sac State

Message From The VP

New Faces & Farewells

Recipes

Summer Fun

Printable Copy

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The year was 1995 and the Ballroom in the University Union didn't exist. Hornet Stadium wasn't anything like it is today and it was too cold to hold the event outside at night. The main gym was what we had. Protecting the floor, bringing in the stage, and the chairs in addition to the bleachers and sound system - all needed to be facilitated with outside vendors. Facilities Management provided much needed help as faculty, staff and students enjoyed the readings of the great American poet, author, and civil rights activist.

#### How did you stay connected to the University?

I also worked in the Community Engagement Center while working for Academic Affairs. This was a new office at the time which focused on encouraging faculty to work with the greater community and introduce a service learning component into their course curriculum. I



assisted with the implementation of an Access database which tracked faculty and community partners and their programs. During this time I also served as Vice President and President of the University Staff Assembly.

#### Do you have examples of working with the local community?

My next position was in the Office of Space Management. It was here when I first learned about scheduling campus and community events such as the Thanksgiving Day Run to Feed the Hungry, the Pig Bowl football game now known as Guns and Hoses, and Earth Day. I worked with long time KCRA news anchor Stan Atkinson on a station celebratory event and former Mayor Kevin Johnson for a discussion with students promoting St. Hope (Helping Others Pursue Excellence), an after school program for kids in the Oak Park neighborhood. I also worked closely with an aide in the Governor's Office when then Governor Arnold Schwarzenegger spoke to a small group of students. In addition to working on events, it was here when I first began scheduling facilities for classes and final exams. I worked on faculty office audits and was responsible for classroom furniture.

From Space Management I accepted a promotion back to Academic Affairs when the campus began to implement CMS. I was the catalog and class schedule module lead. I worked with consultants to learn PeoplesSoft on class schedule building and trained the academic departments. I was responsible for updating course and program materials both in CMS and online. During this time, Dr. Mike Lee asked if I could explore moving away from a paper university catalog. All CSU campuses where moving in this direction. A year after the implementation of CMS, the project began. With the assistance of academic departments, IRT and support staff, the first online university catalog was born.

Now I am back in the Space Management Office where I have worked for the last five years. There have been many changes; new faces and a new scheduling software but the primary function of facilities scheduling for academic classes, final exams, and campus and community events remains the same. Lecture classroom inventory, faculty office and space audits are still conducted as well as yearly lecture and instructional laboratory furniture purchases.

#### Final thoughts?

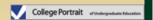
There have been endless changes over the past 30 years but I still enjoy working with faculty and staff colleagues. Many of these relationships have been long established while others are quite new but growing. I am looking forward to the years ahead and the excitement that every fall term brings as students return to campus to study. Like many of us before them, they too will become Made at Sac State.



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A to 7 Index

ndex Accessibility





QUICK LINKS ▼

# **Administration & Business Affairs**

Sac State Home ABA Home Recognition Program Appreciation Blog

FOR SUPPORTING STAFF PROFESSIONALISM AND SUCCESS VOL. 12 | ISSUE 1 | Summer 2018

#### MESSAGE FROM THE VP



# Message from the VP

A familiar face returns to the position of Vice President for Administration/CFO, Stacy Hayano, as she assumes the role on an interim basis after the retirement of Dr. Ming-Tung "Mike" Lee.

I'd like to first thank everyone in ABA for welcoming me back as I return as the interim Vice President for Administration/CFO. I am looking forward to working with everyone, and seek to fill the shoes that Dr. Lee left behind.

Despite the obstacles that organizational change presents, I am confident we are meeting the expectations and goals we have set out to accomplish. I will continue to support the happiness initiatives, which is a wonderful program Mike initiated, through the efforts from the Organizational Development office. In collaboration with the Office of the VP/CFO, we look forward to finding new activities and fun ways to engage with staff.

Summer continues to be a busy time for ABA; as the season begins to wind down, it allows us to reflect on some of our accomplishments. This edition of The FOCUS contains many stories and accounts of the incredible work of our staff. From Procurement & Contract Services receiving yet another award for excellence, to our Sustainability Team receiving a best practice award from the California Higher Education Sustainability Conference (CHESC) three years in a row!

We must also recognize the important work of our Budget and Financial Services staff as they work tirelessly on yearend reporting. Their work is imperative to the success of ABA and the university and they deserve accolades for accomplishing the many deadlines that loom during the summer. Despite the daunting task that year-end always poses, I admire the way these offices find ways to have fun. For example, Financial Services continued their Summer Fun days this year, and you can read about all the festivities here.

As we prepare ourselves for a new fall semester, new students greet us while new challenges await us. I am confident that we have the staff and tools necessary to meet these challenges, and are equipped with the knowledge and ability to continue to help our students reach their academic goals. We cannot lose sight of the mission of Sacramento State, as we are a vital part to furthering this mission. We are here to serve and support the students, faculty, staff, administrations, and community members who make our university so suburb. We show our pride through the dedication and hard work we provide on a daily basis. I know each and every ABA staff member is committed to success and I will do my best to support you and your success.

Front Page

ABA News

Awards & Recognition

Green News

Made At Sac State

Message From The VP

New Faces & Farewells

Recipes

Summer Fun

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| Supporting Staff Professionalism and Success Vol. 12 | ISSUE 1 | Summer 2018

#### 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.



Tim Davis Buyer I Financial Services



Myles Duran-McFall Community Service Specialist Police Department



Raymond Ellis Housing-Customer Service Custodian Facilities Management



Cecilia Garcia Administrator I Financial Services



Tyler Harris Administrative Analyst/Specialist Risk Management Services



Kristin Hillman Accountant I Financial Services

Front Page

**ABA News** 

Awards & Recognition

Green News

Made At Sac State

Message From The VP

New Faces & Farewells

Recipes

Summer Fun

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WRITERS Deneilia Pappas Andrew Stiffler



Shauntrice Simpson Housing-Customer Service Custodian Facilities Management



Hamilton Truong Community Service Specialist Police Department

#### Farewells



Ming-Tung "Mike" Lee"
Vice President for Administration/CFO
Office of the Vice President



Nancy McCarty
Student Aid Accountant
Financial Services



Nataniel Martin Administrator I Facilities Management

Not Pictured: Stephen Scalley, GAPP Accountant, Financial Services



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Comments & Questions

A to Z Index

Accessibility





QUICK LINKS ▼



# **Administration & Business Affairs**

Sac State Home Recognition Program **Appreciation Blog** SUPPORTING STAFF PROFESSIONALISM AND SUCCESS

#### FOODIES IN ABA

In this entry of The FOCUS, we sought out some of the most skilled bakers in ABA to share their most desired dishes. Below you will find multiple recipes destined to satisfy anyone, several of which were featured in the ABA Summer Social bake-off!



# Fuji Apple Delights - Don Nahhas (Cupcake Winner)

#### Ingredients - Cake batter

- 2 cups sugar
- 1/2 cup oil
- 2 eggs
- 4 cups diced Fuji apples
- 2 cups flour
- 2 teaspoons baking soda
- 1 teaspoon nutmeg
- 2 teaspoons cinnamon
- 1 tablespoon vanilla extract
- 1 teaspoon salt

# Instructions - Cake Batter

Combine sugar, oil, vanilla, and eggs in a large bowl, stirring until well mixed. Sift together flour, baking soda, nutmeg, cinnamon and salt, then add to bowl. Stir in diced apples.

Stir all ingredients together to form a batter (this is a very thick batter). Generously spray/grease two cupcake pans (makes 2-dozen)

Bake 25 minute in a 325 degree oven. Keep an eye on them around the 20 minute mark. Poke with toothpick until it comes out clean.

Front Page

**ABA News** 

**VOL. 12 | ISSUE 1 | Summer 2018** 

Awards & Recognition

Green News

Made At Sac State

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Immediately remove cupcakes from pan onto wire rack to cool.

#### Ingredients - Drizzle

- 2 cups confection (powdered) sugar
- 1/2 stick melted butter
- 1 tablespoon vanilla extract
- 2 to 6 tablespoons milk (add a little at a time to keep drizzle from being too thin or thick) pinch of salt

#### Instructions - Drizzle

Combine melted butter, vanilla, salt, and sugar. Mixture will be thick. Add enough milk to have a consistency that is not runny. Pour/drizzle/spread on warm cupcakes.



# Carrot Cake Cupcakes with Pecan Cream Cheese Frosting

#### Ingredients - Cake batter

- 2 cups sifted flour
- 1 1/4 cups sugar (or less to taste)
- 2 teaspoons baking soda
- 1 ½ teaspoons cinnamon (or less to taste)
- 1 teaspoon kosher salt
- 11/2 cups Wesson Oil (vegetable oil)
- 4 beaten eggs (I used organic extra-large eggs)
- 2 ½ cups grated carrots
- 1/2 cup of crushed pineapple (drain juice first)

#### Instructions - Cake Batter

Mix dry ingredients together well. Add Wesson Oil and beaten eggs. Fold in the grated carrots and pineapple. Divide batter into 24 individually lined muffin tins. Bake at 325° for 35-40 minutes or until toothpick comes out clean.

#### Ingredients - Frosting

- 1/2 cup softened butter
- 8 ounce package softened cream cheese
- 1 cup chopped pecans (toasted first to bring out flavor)
- 1 teaspoon vanilla
- 1 vanilla bean (scrape out seeds from bean)
- 1-2 cups of powdered sugar, sifted (to taste)

Pinch of salt

#### Instructions - Frosting

Beat butter and cream cheese together. Add other ingredients and mix. If too thick, soften with a little half and half or milk so the frosting does not tear the cupcakes. Make sure the cupcakes are completely cooled otherwise you will have a cream cheese milkshake on your hands!

#### Lemon Cream Cheese Cookies

#### Ingredients

½ cup (1 stick) unsalted butter, at room temperature

- 3 ounces plain cream cheese, softened
- 1 cup sugar
- 1 teaspoon vanilla
- zest from 1 lemon
- 1 cup all-purpose flour
- 1/2 teaspoon salt

#### Instructions

Preheat the oven to 350 degrees F. In the bowl of a standing mixer fitted with the paddle attachment, cream together the butter, cream cheese and sugar until the mixture is light and fluffy, about 3 to 5 minutes. Add the lemon zest and vanilla, and mix to combine. Slowly add the flour and salt until just incorporated, then give the bowl a good scrape and the mixture a quick stir to make sure everything is mixed in.

Drop the dough into rounded tablespoons (I used a 1-inch cookie scoop) about 1 ½ inches apart on parchment-lined baking sheets. Bake for 12-14 minutes, until the edges turn a nice golden brown (Be careful not to over-bake!). Cool the cookies for a minute or so on the cookie sheet, then transfer them to a wire rack to cool completely.

# Margarita Cake by Sarah David

#### Ingredients - Cake batter

- 1 (18.25 ounce) package yellow, white or orange cake mix
- 1 (3.4 ounce) package instant vanilla pudding mix
- 4 eggs
- 1/2 cup vegetable oil
- 2/3 cup water
- 1/4 cup lime juice
- 1/4 cup tequila
- 2 tablespoons Grand Marnier or triple sec liqueur

#### Ingredients - Glaze

- 1 cup confectioners' sugar
- 1 tablespoon tequila
- 2 tablespoons Grand Marnier or triple sec liqueur
- 2 tablespoons lime juice



# Instructions

Preheat oven to 325 degrees F (175 degrees C). Spray Non-sticking cooking spray in pan. In a large bowl combine cake mix, pudding mix, eggs, oil, water, lime juice, 1/4 cup tequila and 2 tablespoons Grand Marnier. Beat for 2 minutes. Pour batter into prepared pan. Bake in the preheated oven for 35 to 50 minutes, or until a toothpick inserted into the center of the cake comes out clean. Immediately when the cake comes out poke several holes and pour ½ a batch of glaze over cake. Cool in pan for 15 minutes; remove to plate and pour the rest of the 1st batch of glaze over cake while still warm. Once cool pour the second batch of glaze over top of cake. To make the glaze: In a small bowl, combine confectioners' sugar with 1 tablespoon tequila, 2 tablespoons Grand Marnier and 2 tablespoons lime juice. Mix until smooth

Bakers Note: For an extra punch add a shot of tequila and 2 tbsp of Grand Marnier when cake comes out with the  $\frac{1}{2}$  batch of glaze.



QUICK LINKS ▼





#### **SUMMER FUN**



# Financial Services' Summer Fun Days

Despite the summer heat, ABA finds ways to enjoy the summer in fun and unique ways. One group of offices have continued to engage with employees, and capture the spirit of summer. Financial Services continued its Summer Fun Days this year with events across three days, including baseball day, on June 12, surprise day, on July 19, and Sac State day on August 15.

"This is just a fun way to get the offices to participate in activities during the campus 'down' period," said Associate Vice President for Financial Services, Gina Curry. "It encourages fun and creativity within each office and with each other."

Fun was certainly on the menu for many offices on July 19th's surprise day. Offices were encouraged to choose a theme for their office and invite other members of Financial Services to visit and surprise them with their decorations, costumes, food/games etc. Sister office, Budget Planning & Administration, didn't want to be left out of the fun and participated themselves with their "aloha" office theme.

One office that truly captured the spirit of "surprise" was Accounts Payable & Travel, where they hosted a bridal shower for Accounting Technician III, Dolores Ortiz.



Front Page

**ABA News** 

Awards & Recognition

Green News

Made At Sac State

Message From The VP

New Faces & Farewells

Recipes

Summer Fun

Printable Copy

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"I was very touched. A lot of thought went into the day's festivities. The games were fun and creative," said Ortiz. "The entire Accounts Payable team planned it together. I had an idea something was happening but I wasn't in their covert meetings."

Fellow Financial Services offices Accounting Services and the Bursar's Office also took part in the summer festivities. "For Surprise Day we went all out!" Said Accountant II, Irina Skiba. "It was nice to take a breather during year-end and 'fiesta like there is no manana!' We had a photo booth with props and a taco bar that included all possible sides you could think of!" Pictured below, the Budget Planning & Administration showcasing their Hawaiian theme, and Accounting Services having their fiesta!







# Paradise Loves Company - Impromptu Hawaii Meetup

This summer, two ABA employees thought a trip to Hawaii would make an ideal vacation. Administrative Officer Margaret Hwang, and Budget Analyst Lauren Garrett found themselves face to face in a coffee shop on the island of Kauai.

Running into each other was purely by chance, as Hwang explained: "I loved seeing Lauren at Kauai Coffee Company! It just reminded me that our world is smaller than we think."

The meeting was brief, as both Garrett and Hwang were traveling with family. "I was ecstatic to travel with my parents, my sister's family, and my family. There was 10 of us in total. We were that family that held up the security line at the airport," joked Hwang.

Hawaii has long been a popular destination for vacationers. "The landscape is so beautiful and green and it's easy to just relax and get away from the hustle and bustle," said Garrett. "I would definitely recommend to at least go to Hawaii once in your life." Note taken.