



August 7, 2017

Volunteers sought for Future Hornet Day planning committee

The Office of Admissions and Outreach seeks planning committee volunteers for this year's Future Hornet Day, which takes place from 1 to 4 p.m. Saturday, Oct. 14. This recruiting event is designed especially for prospective undergraduate students and their families to tour the campus and meet with representatives from academic majors, student support services, and student organizations. All departments are encouraged to participate and showcase their programs and contributions to the student experience.

If you are interested in joining the planning committee, please contact Kylee Keroher-Day at kkeroher@csus.edu for more information.

Submitted by the Office of Admissions and Outreach

Open forum for registrar candidate coming Tuesday

The campus community is invited to an open forum to meet university registrar candidate Danielle Ambrose, the university registrar at Concordia University-Portland. She will discuss "What Does the University Registrar's Office Look Like in 10 Years?" The forum will be from 10 to 11 a.m. Tuesday, Aug. 8, at the Welcome Center, Lassen Hall.

Comments and feedback may be submitted to dunnt@csus.edu by Wednesday, Aug. 16.

Submitted by Student Affairs

Don't miss the summer Dreamer Ally Training

Staff, faculty, and student employees who work with undocumented students and students with mixed-status families can RSVP now for the summer Dreamer Ally Training. It is scheduled for Tuesday, Aug. 8, from 9 to 11 a.m. in the University Union, Foothill Suite (third floor). The training provides an overview of past and recent federal and state policies that impact undocumented students on a day-to-day basis, the unique conditions experienced by these students, activities to better understand the needs of this population, and tools to become allies and ultimately advocates for undocumented students and students with mixed-status families at Sacramento State.

Seating is limited. RSVP at summerdreamerallytraining.eventbrite.com.

Submitted by the Dreamer Resource Center

Affirmative Action/Equal Opportunity Representative training offered for Fall 2017

Affirmative Action/Equal Opportunity Representative (AA/EOR) training sessions for faculty have been scheduled during the Fall 2017 semester for:

- Thursday, Aug. 10, 9-11 a.m. or 1-3 p.m.
- Thursday, Aug. 24, 9-11 a.m. or 1-3 p.m.
- Tuesday, Sept. 12, 9-11 a.m. or 1-3 p.m.
- Monday, Oct. 23, 9-11 a.m. or 1-3 p.m.
- Thursday, Nov. 2, 1-3 p.m. only

All trainings will be held in Library 11. Per the University Appointment, Retention, Tenure, and Promotion (ARTP) policy, training is required at least every three years for each AA/EOR

and each department or equivalent unit chair to prepare them for their hiring responsibilities. However, all faculty are encouraged to take the training. The AA/EOR will serve to advise search committees on issues of affirmative action and equal employment opportunity, based on training and advice from the Office of Human Resources and the University Counsel. The goals of this training are to raise greater awareness of, and sensitivity to, diversity issues in the hiring process.

To RSVP, please email the Office for Equal Opportunity at equalopportunity@csus.edu and include your name, department, and the training session for which you are registering. If you have questions, you may contact the Office for Equal Opportunity at 278-5770 or equalopportunity@csus.edu.

Submitted by the Office for Equal Opportunity

USA general election voting opens

The University Staff Assembly Elections Committee has opened the ballot to vote for staff representatives on the Bookstore Advisory Council. Please find the link to the voting ballot at csus.co1.qualtrics.com/jfe/form/SV_1Mqw6UOX9lcqYaF.

Directions for voting:

- Please ensure cookies are enabled on your Internet browser.
- Nomination statements are provided for each nominee; please vote for only one candidate.
- You can vote only once.
- If you or one of your colleagues does not have access to a computer and is therefore unable to vote online, please contact the USA Elections Committee at 278-5447 or usa@csus.edu. A hard copy of the ballot will be provided to you by the next business day. Send the completed hard copy ballot to campus ZIP 6145. Please address the envelope to USA.

Voting closes at 4 p.m. Friday, Aug. 11. Thank you for your participation.

Submitted by the University Staff Assembly Elections Committee

Football program seeks student videographers for 2017 season

The Hornet football program is seeking students to film practices and games. The position is voluntary. This would be a tremendous opportunity for anyone who is interested in sports video or hoping to break into collegiate athletics. Students' primary duties would be to film practices and games, assist with card drops, and occasionally help with input and transfer of video into our computer system.

Interested students need to be reliable and punctual. August camp practice times vary, but most will run from 9 to 11 a.m., with walk-throughs around 5 p.m., Monday through Saturday. During the regular season, practices generally run from 8 to 10 a.m. Tuesday through Thursday, and walk-throughs generally are at 6 p.m.

The position begins immediately. Those interested may contact Justin Lantz at (304) 851-2733 or justin.lantz@csus.edu.

Submitted by Sacramento State Football

Next Estate Planning 101 seminar is Aug. 22

The Office of Planned Giving hosts Estate Planning 101 seminars throughout the year for members of the Sacramento State community who are considering their estate plans. Topics covered include wills, living trusts, estate taxes, probate, property and inheritance planning, special-needs trusts, and charitable gift annuities.

The next Estate Planning 101 seminar will be from 11:30 a.m. to 1:30 p.m. Tuesday, Aug. 22, at the Leslie and Anita Harper Alumni Center. Reservations are required by Tuesday, Aug. 15. RSVP to giving@csus.edu or 278-2577.

Please visit csus.planningyourlegacy.org for more information on planned giving and the dates of future seminars. If you are interested in making a gift through your will or estate, or you have questions regarding Estate Planning 101, please call the Office of Planned Giving at 278-6989.

Submitted by University Development

Faculty professional activities

The latest faculty professional activities are available at csus.edu/news/articles/Professional-activities.

Submitted by the Office of Public Affairs and Advocacy

Faculty Senate schedule

The Faculty Senate calendar is available at csus.edu/acse.

Submitted by the Faculty Senate

Human Resources

Catastrophic leave donation

Sacramento State employees may voluntarily donate to other employees up to a maximum of 40 hours of sick or vacation leave credits in one-hour increments each fiscal year.

Bargaining Units 1, 10 and 11 may donate only up to 16 hours per fiscal year. If employees are interested in donating time, a form can be obtained at

csus.edu/hr/forms.html#disability by visiting the Human Resources Disability Leaves office in Del Norte Hall, Suite 3004, or by calling 278-3522.

The Benefits Office currently has the following employees on an approved CAT Leave:

- Jeffery Asher, Building Maintenance Trades (Facilities Management)
- Shene Ogbe, Housing Coordinator's Office (vacation only)