No access to Blackboard over Thanksgiving
Access to Blackboard will be unavailable during the Thanksgiving holiday, 6 a.m. Wednesday, Nov. 24 through 11 p.m. Sunday, Nov. 28. This outage will enable Information Technology Services (ITS) to conduct a test migration in preparation for upgrading to a new version of Blackboard. ITS asks faculty to prepare now for this outage and to notify students far in advance to ensure coursework is not affected. The Course Announcement area of Blackboard will provide updates for faculty and students. This test has been scheduled during the Thanksgiving holiday to minimize the impact on instruction. Blackboard will be brought back online as soon as possible. Assuming the test is successful, the Blackboard 5.5 system will be taken down again during quarter break (after the due date for fall course grades) for the final migration and implementation of Blackboard 6.1. For more information, e-mail blackboardsupport@calpoly.edu.

Yes, Virginia, it's time to order poinsettias
Horticulture and Crop Science students are ready to take orders for poinsettias soon to be in full bloom and available to the public for holiday decorating. Six students have taken on the College of Agriculture’s annual Poinsettia Enterprise Project and have nurtured nearly 3,000 seasonal plants in the campus greenhouse. For the best selection and lowest prices, contact them at (805) 550-5747 by Thanksgiving. After that, prices go up; color and size choices will likely be limited. The plants are sold by container size, with smaller ones costing $5.50 to $7.75 and medium-sized pots containing multiple plants priced at $9.50 to $14. Huge display plants measuring 4 feet tall and 3 feet wide cost $42 to $50, and poinsettia "trees" are $40 to $45.

Engineering Dean Peter Lee to retire
Peter Y. Lee, dean of the College of Engineering since 1987, announced Nov. 5 that he will retire at the end of summer quarter 2005 or upon the appointment of a new permanent dean. "The college has come through many challenges during the course of my tenure over the last 17 years," he wrote in a memo to President Baker. "Despite a serious erosion in state support and grave budget cuts, the college has survived and advanced in many ways. All in all, we are in good shape to face the challenges of the 21st century. Therefore, it has come time to hand over my stewardship."

Some ‘good news’ for 2005-06 budget
The CSU Board of Trustees met Oct. 28 and approved the 2005-06 Support Budget request as submitted by the Chancellor. The budget request was in line with the Compact for Higher Education agreement between the Governor, the CSU Chancellor and the UC President. Given the budget reductions in the last few years, the funding planned for the 2005-06 year, as a part of the compact, is good news and will help to stabilize Cal Poly’s budget, according to Larry Kelley, vice president for administration and finance. "We will need to look beyond next year, though, as we seek money for recovery from the severe budget reductions." The following are a few highlights of the 2005-06 Support Budget request: 2.5% enrollment increase-targets, as well as funding increases; 3% increase in funding for general operations; 8% fee increase for undergraduate and teaching credential students; 10% fee increase for graduate students.
Employment

State: The official listing of staff and management vacancies is posted on www.calpoly.jobs.org. To apply, go online and complete the application form. Applicants needing assistance may contact Human Resources at ext. 6-2236.


#100403-Pre-doctoral Intern, (Helper Aid), Student Affairs - Health & Counseling Services, 2 positions, temporary through June 30, 2006, $15,000 stipend over 12 months. Closes: Nov. 26.

#100442-Administrative Analyst/Specialist, Non-Exempt, Administration & Finance - Facility Services, $2,945-$4,711/month. Closes: Nov. 19.


#100447-Administrative Support Assistant II (10/12), College of Liberal Arts - Psychology and Child Development, $1,894-$2,841/month. Closes: Nov. 19.

Foundation: Cal Poly Foundation is a separate corporation operating in concert with the university to provide a diverse range of services and resources to students, faculty and staff. For an application, visit Human Resources in the Foundation Administration Building, check the Web site at www.cpfoundation.org or call ext. 6-7107.


Dining Assistant, Campus Dining, 10-month position, $8.64-$12.56/hour. Review begins Nov. 19.

Cal Poly Report is published every Wednesday. E-mail submissions to polynews@calpoly.edu by 4 p.m. on the Friday before publication.

Campus emergency plan developed

In case of an emergency, the university has developed a management plan to facilitate priorities, develop interagency cooperation and promote the efficient flow of information. "When an emergency situation or disaster occurs on campus, being prepared is of vital importance to our number one priority - the safety of our students, faculty, staff and visitors," said Larry Kelley, associate vice president for administration and finance. The university's emergency plan meets the requirements of California's Standardized Emergency Management System and has been circulated to the vice presidents, deans and department heads. Staff can find more information about what to do in an emergency by visiting the emergency Web site at: http://www.afd.calpoly.edu/AFD/emergency/index.html. For more details, contact Vicki Stover, associate vice president for administration, at vstover@calpoly.edu or ext. 6-2258.

Survey queries staff housing needs

The university master plan, adopted in 2001, designated some campus land for housing for faculty and staff in order to address the critical issues of housing cost and availability in the San Luis Obispo area. According to Linda Dalton, vice provost and chief planning officer, the university is in the process of developing a site at the intersection of Highland Drive and Santa Rosa Street and would like faculty and staff input. To that end, a brief survey has been prepared and is available at: http://www.surveymonkey.com/s/39219647565. The deadline to respond is Friday, Nov. 19. Questions? Call Dalton at ext. 6-2185.

New Employment Equity director named

Joan Lund, associate director of Human Resources, has been named interim director of Employment Equity (formerly Campus Relations). Lund succeeds Jean DeCosta who has been reassigned and appointed dean of students. Lund will be responsible for administering the university's equal employment opportunity program, including affirmative action, ADA, sexual harassment prevention, and other federal/state laws that provide civil rights protections.

Retirement reception for Clem Michel

After 16 years of service, Clem Michel is retiring. A reception in his honor will be held on Wednesday, Nov. 17, 4-5:30 p.m. in Room 24 of the Cotchett Education Building. Michel played an instrumental part in the growth of the campus communications infrastructure in his job as coordinator of technical services. Benny Kurashima will become the new technical services coordinator.

Campus administrative policies update

The university is reviewing its administrative policies and will publish a new collection of "Campus Administrative Policies" (CAP) on the Web and in hard-copy format. CAP will take the place of the pre-existing Campus Administrative Manual (CAM). The "CAP Committee" reports the following draft policies have been reviewed and posted for campus comment: CAP 211 Academic Calendar and CAP 640 Disability Resource Center. They are posted on the CAP Web site: http://policy.calpoly.edu/capdraft/draftTOC.htm. They will not have official status as a university policy until final legal and administrative review is complete. A hard-copy version of all CAP policies and a list of retired CAM policies may be viewed in the Special Collections Archives Section of the library. Questions or comments may be directed to Dan Howard-Greene at ext. 6-6000.