

November 28, 2007

# Cal Poly Report

The Weekly Newsletter For University Employees

www.calpolynews.calpoly.edu

## Employment

**State:** The official listing of staff and management vacancies is posted on [www.calpolyjobs.org](http://www.calpolyjobs.org). To apply, go online and complete the application form. Applicants needing assistance may contact Human Resources at ext. 6-2236.

**#101490-Equipment Technician II**, Electro Mechanical, College of Engineering, Bio Medical and General Engineering, \$3,574-\$5,361/month. Closes: Dec. 5.

\*\*\*REVISED\*\*\*

**#101494-Administrative/ Budget Analyst**, Administrative Analyst/ Specialist, Non-Exempt, Academic Affairs, Academic Personnel, \$3,137-\$5,019/month. Open until filled. Review begins: Nov. 26.

**#101498-Director of Administrative Computing Services**, Administrator III, Academic Affairs, ITS, Administrative and Academic Services, salary commensurate with experience. Open until filled. Review begins: Jan. 9, 2008.

**#101505-Lead Painter**, Administration and Finance, Facility Services, \$4,659-\$6,015/month. Closes: Dec. 2.

**#101506-Administrative Support Assistant II**, College of Liberal Arts, Political Science, .60 time position, 24 hours/week, temporary through July 31, 2008, \$1,452.60-\$2,179.20/month, anticipated hiring range: \$1452.60-\$1,597.86/month. Closes: Dec. 5.

**#101507-Painter**, Administration and Finance, Facility Services, \$4,383-\$5,601/month. Closes: Dec. 9.

## Cal Poly Report schedule during upcoming academic holiday

The last Cal Poly Report of 2007 will be published on **Wednesday, Dec. 12**. Cal Poly Report will resume its weekly schedule on **Wednesday, Jan. 9**.

## Congresswoman Capps to visit campus Nov. 29

Congresswoman Lois Capps will speak on campus **Thursday, Nov. 29**, from **10:30 to 11:30 a.m.** in the UU. Faculty, staff and students are invited to attend. For more information, contact the Cal Poly Democrats at [polydems@gmail.com](mailto:polydems@gmail.com) or call student organizer Erica Janoff at 408-204-8378.

## Annual Poly Plant Shop Holiday Open House this weekend

The Poly Plant Shop Holiday Open House is set for **Saturday and Sunday, Dec. 1 - 2, 10 a.m. to 5 p.m.** For more information, visit [www.polyplantshop.com](http://www.polyplantshop.com) or call ext. 6-1106.

## Bella Montaña open house this Saturday

Learn about new buying incentives at an open house at the Bella Montaña faculty and staff community on **Saturday, Dec. 1, 11 a.m. to 2 p.m.** For more information, visit [www.BellaMontanaHomes.com](http://www.BellaMontanaHomes.com).

## Cal Poly Corporation Board of Directors meeting Dec. 7

The Board of Directors of the Cal Poly Corporation will hold a regular meeting on **Friday, Dec. 7, at 8:30 a.m.** in the Corporation Administration Building, Conference Room 124. For more information about this public meeting, contact Executive Director Bonnie Murphy at ext. 6-1131.

## A+ Auto and Home Insurance representative on-campus Dec. 7

A representative for A+ Auto and Home Insurance (managed by California Casualty) will be on campus **Friday, Dec. 7, from 11 a.m. to 2 p.m.** in the Administration Building, Room 110. The representative will give quotations and information regarding auto and homeowners insurance. The policies are available through payroll deduction to all CSU employees who are eligible for benefits. Appointments are not necessary. Interested employees who are unable to attend on Dec. 7 may call A+ Auto and Home Insurance at 877-776-1048 or visit their website at <http://www.calcas.com>.

## Kennedy Library academic holiday hours

Kennedy Library will close from **noon to 2 p.m.** on **Tuesday, Dec. 11** for its annual employee holiday party. The library will also **close Dec. 26 through Jan. 1, re-opening at 8 a.m. on Tuesday, Jan. 2**. Consult the library Web site at [www.library.calpoly.edu](http://www.library.calpoly.edu) for a complete schedule of library hours.

## Nominations sought for Outstanding Staff Award

The deadline to submit a nomination form for the 2007-2008 Outstanding Staff Employee Award is **Jan. 23, 2008**. To be eligible, nominees must be full or part-time employees of the university, corporation, or ASI and in at least their third year of employment as of Dec. 31. Employees represented by bargaining unit 3 (faculty) and former recipients of the award are ineligible. Nomination and reference forms are at <http://www.afd.calpoly.edu/HR/forms/index.html#OutstandingStaff>.

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