

# CAL POLY Report

California Polytechnic State University  
San Luis Obispo, CA 93407

Job-related information for the Cal Poly faculty and staff • Published by Public Affairs

ONLINE AT [www.calpolynews.calpoly.edu](http://www.calpolynews.calpoly.edu)

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## DATELINE

More information about these and other Cal Poly events is accessible from the Cal Poly News Web site ([www.calpolynews.calpoly.edu](http://www.calpolynews.calpoly.edu)) and at [www.calpolyarts.org](http://www.calpolyarts.org), [www.music.calpoly.edu](http://www.music.calpoly.edu), [www.calpolymustangs.com](http://www.calpolymustangs.com) and [www.pacslo.org](http://www.pacslo.org).  
\$ - Admission charged

### Exhibits

**Chumash:** Fifth-year architecture student work, reception 3-6pm Friday (May 28), also Saturday-Monday (May 29-31) noon-5pm

**UU Gallery:** "A Life Through Tarot," painting by student Rachelle Kam, through Monday (May 31)

**University Art Gallery (Dexter):** Dan Piel Retrospective, through June 4

### Wednesday, May 26

**Clarinet Ensemble Recital:**  
Davidson 218, 7pm

### Thursday, May 27

**Student recital:** Davidson 218, 11am  
**Speaker:** Bill Mitchell, "Ethics of Interconnectivity," with panel discussion, Phillips Hall, PAC, 7pm

### Saturday, May 29

**Music:** "Spring Cabaret," Cal Poly a cappella ensembles, Spanos Theatre, 7:30pm \$

### Monday, May 31

**Holiday:** Memorial Day

### Tuesday, June 1

**Opera:** "Oracles," music students, PAC Pavilion, 8pm \$

### Thursday, June 3

**Opera:** "Oracles," music students, PAC Pavilion, 8pm \$

### Friday, June 4

**Last day of classes**

### Saturday, June 5

**Music:** Wind ensembles' Spring Concert, Harman Hall, 8pm \$

### Saturday, June 12

**Commencement**

### Monday, June 21

**Summer quarter begins** □

## Senate names leaders

The Academic Senate has announced its Executive Committee members for the 2004-2005 academic year.

They are David Hannings, chair; Stacey Breitenbach, vice chair; Myron Hood, statewide senator; Manzar Foroohar, statewide senator; Unny Menon, interim statewide senator; Robert Detweiler, provost; and caucus chairs John Harris (CAGR), Jonathan Reich (CAED), John Dobson (OCOB), Jim Harris (CENG), Joe Lynch (CLA), Andrew Schaffner (CSM) and Lynne Gamble (PCS). □

## Employment verification service begins Tuesday

As of Tuesday (June 1), Cal Poly, in conjunction with the state, will begin using an automated statewide employment verification service called "The Work Number for Everyone." Employees can get faster employment and salary verification, for example, to rent an apartment or receive a loan for a major purchase.

For more information, call 1-800-996-7566 or Christine Cobb in Human Resources at ext. 7354. More information also will be available on the Human Resources Web page, <http://www.afd.calpoly.edu/HR/index.html>. □

## Police newsletter online

The Spring 2004 issue of the University Police Department Newsletter is online at <http://Police.calpoly.edu>.

The department invites e-mailed suggestions for articles in future newsletters. Send them to [police@calpoly.edu](mailto:police@calpoly.edu). □

## El Corral Sale June 3

El Corral will hold its annual Customer Appreciation Sale June 3. All Cal Poly clothing and gifts, reading and reference books, school supplies, art and office supplies, seasonal gifts and more will be on sale at a 30 percent discount. □

## Last Cal Poly Report of quarter is today

Because of reduced staffing, today's *Cal Poly Report* is the last issue of spring quarter.

We apologize for the lack of advance notice. News of general public interest and event listings will be available as always on the Cal Poly News site, [www.calpolynews.calpoly.edu](http://www.calpolynews.calpoly.edu). □

## 'Golden Handshake' approved for faculty

The governor has signed an executive order authorizing faculty unit employees to participate in an Early Retirement Program ("Golden Handshake"). The program will provide two additional years of service credit for eligible faculty members.

Participants must retire by July 28, be 50 or older on the date of retirement, and have five years or more of qualified CalPERS service credit (not counting the two additional years). Complete instructions are on the Human Resources Web site at <http://www.afd.calpoly.edu/hr/benefits/golden.html>. For more information contact Debbie Rice at ext. 6471 or [dlrice@calpoly.edu](mailto:dlrice@calpoly.edu). □

## Faculty-Staff Assistance Program to close

Because of budget reductions, the Faculty-Staff Assistance Program will be closed at the end of spring quarter.

Options to outsource assistance service to the faculty and staff are being investigated by the administration. The Office of Campus Relations will continue to provide ombuds and employment equity services. For more information about the Faculty-Staff Assistance Program, contact Anne Goshen at [agoshen@calpoly.edu](mailto:agoshen@calpoly.edu) or ext. 0327 before June 11. For questions about ombuds or employment equity services, contact Jean DeCosta at [jdecosta@calpoly.edu](mailto:jdecosta@calpoly.edu) or ext. 6770. □



## Retirement receptions set:

### - Three in Career Services June 3

The campus is invited to a retirement reception for three Career Services staff members set for 2-3:30 p.m. June 3 in the patio area outside the Student Services Building.

Being honored are Shel Burrell, interim director, with 31 years of service; Joan Ganous, student employment coordinator, with 19 years of service; and Susan Lavoux, office manager, with nine years of service.

### - Allen Haile June 7

A retirement reception for Allen Haile, director of community and government relations in the University Advancement division, will be held 2-4 p.m. June 7 in the Smith Alumni and Conference Center. Haile came to Cal Poly in 1993 as dean of the College of Business and moved to University Advancement in 1994.

### - Patricia Harris June 1

An informal reception for Patricia Harris of Student Life and Leadership will be held 2-4 p.m. June 1 in the Women's Center, UU 217. Harris will leave Cal Poly in June. She officially retired last year but returned to work on special projects. For more information, call Andrea Kerns at ext. 2478. □

## Building permits required for all construction work

Facilities would like campus departments to be aware that all construction projects – large or small – must go through the campus building permit process. A building permit is required for all departments, offices and student projects using their own resources.

All applications are to be sent to Spencer Meyer at Facility Services. It takes about two weeks to process a permit. Special projects that require outside approval, such as seismic or environmental projects, might take longer.

For a building permit application and more-detailed information on the process, go to the Facilities Planning Web site from the Cal Poly home page and click on Building Permits, or go directly to [http://www.facilities.calpoly.edu/Facilities\\_Planning/buildingpermit/permit.htm](http://www.facilities.calpoly.edu/Facilities_Planning/buildingpermit/permit.htm). The site contains a permit application that can be downloaded, filled out and submitted to Facilities Planning & Capital Projects.

For more information, contact Meyer at ext. 7227. □

## Committees need members

State, Foundation and ASI permanent or probationary staff employees are needed to fill one- and two-year vacancies on campuswide standing committees and the Cal Poly Plan Steering Committee.

There is one vacancy each on the Cal Poly Plan Steering Committee (2004-2005); Campus Fee Advisory Committee (2004-2005); Campus Safety and Risk Management Committee (2004-2006); Substance Use and Abuse Advisory Committee (2003-2005); University Committee on Committees (2004-2005); University Diversity Enhancement Council (2004-2006); University Planning and Budget Advisory Committee (2004-2006).

For information about the committees and an application form, go to the Human Resources Web site at <http://www.afd.calpoly.edu/hr/index.html>.

Interested candidates must complete the application and fax it to ext. 5483, e-mail it to [humanresources@calpoly.edu](mailto:humanresources@calpoly.edu), or deliver it to Human Resources, Adm. 110, by July 16. For more information, call Darcy Adams at ext. 2472. □

## Long-term care program

This year's application period for CalPERS' self-funded, not-for-profit Long-Term Care Program is May 1-Aug. 31.

Application kits may be obtained online through the CalPERS Web site, [www.calpers.ca.gov](http://www.calpers.ca.gov) (click on active member, California State University Employee, Long-Term Care Program) or from 1-800-266-1050. You do not need to be a PERS member to apply. All California public employees and retirees, their spouses, parents, parents-in-law, and adult siblings (age 18 and over) may apply. □

## Dependent fee-waiver

Eligible employees participating in the dependent fee-waiver program must recertify transfer of their benefit entitlement to their spouse, dependent child, or registered domestic partner (if allowed) for the 2004-2005 academic year. A signed designation form (HR 133C) must be submitted by June 25.

The form, guidelines and procedures are on the Human Resources Web site at <http://www.afd.calpoly.edu/hr/forms/index.html#feewaiver>. For more information call Darcy Adams at ext. 2472. □

## Position Vacancies

**STATE** The official listing of staff vacancies is posted on Cal Poly's online employment system, [www.calpolyjobs.org](http://www.calpolyjobs.org). To apply, go to that site and complete the online application. Applicants needing computer/Internet access and/or assistance may contact Human Resources at ext. 2236 for information on available resources.

**#100315-Communications Technician Pool** (Equipment Maintenance Assistant), ITS, Communications & Computing Services, intermittent on-call through 6/30/05, \$15.69-\$20.67/hour. *Extended closing date:* June 4.

**#100321-Athletic Academic Advisor** (Student Services Professional II), Academic Affairs, Athletics, \$3,173-\$4,278/month. Closes June 18. □

## Summer Advising July 16-27

The Summer Advising Program for 2004 is scheduled for July 16-27. Invitations to new students were sent out May 18. Each college's program is on a separate day. The cost of the day-long program is \$45 for regular registration and \$65 for late registration.

The schedule for freshmen: College of Agriculture, July 14-15; Science & Math, July 16; Engineering, July 20-21; Liberal Arts, July 22; Business, July 23; Architecture & Environmental Design, July 26.

For transfers: Ag, July 14-15; Architecture & Environmental Design, July 26; Science & Math, July 27; Business, July 27.

An online advising tool called O-SAP will be accessible from the Summer Advising Web page in late June. More information can be found online at <http://orientation.calpoly.edu/sap>. □

## Family cookbook offered

The Orfalea Family and ASI Children's Center has family cookbooks available for sale at \$15 each. "Just Like Evelyn" is a collection of recipes compiled over a 20-year period by the center's food program manager, Evelyn Ruehr. It was designed to make cooking fun for parents and children while also serving as a fund-raiser for the center's playground renovation.

The family-friendly cookbook includes main dishes, soups, snacks and desserts and can be ordered by calling the Children's Center at ext. 1267. □

## All the news...

The latest university news is online on the Cal Poly News Web site, [www.calpolynews.calpoly.edu](http://www.calpolynews.calpoly.edu). □