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## News

University News & Information



### Cal Poly Report — December 10, 2014

**Cal Poly Report will be on hiatus during the academic break. The weekly schedule will resume on Jan. 7.**

#### News

##### **President Armstrong Joins Business and Education Leadership at White House for Day of Action**

Part of a national contingent from higher education and industry, President Armstrong joined President Obama, the First Lady and Vice President Joe Biden for the White House Opportunity Day of Action. The event focused on building sustainable collaborations to encourage college attendance and improve college completion, and increasing the number of college graduates in STEM fields. To read more, visit the [Cal Poly News site](#).



##### **Fall 2014 Commencement Set for Dec. 13**

Approximately 835 students are eligible to graduate in three ceremonies at Cal Poly's fall commencement Saturday, Dec. 13. Ceremonies are set for 9 a.m., 1 p.m. and 4 p.m. in the main gymnasium in the ASI Recreation Center. About 6,000 visitors are expected to attend. The theme for commencement this year is "Mustangs Forever." For more information, visit the [Cal Poly News website](#).

##### **Policy for Public Records Request is Important to Review**

The California Public Records Act (PRA) requires Cal Poly to provide the public with access to public records, subject to limited exceptions. Public records are open to inspection during normal office hours. Requests may be made verbally or in writing. A campus employee who receives a request for public records should immediately notify and provide a copy of the request (if written) to the PRA officer for processing. Matthew Roberts, director of administrative compliance services, serves as the campus PRA officer. For more information on PRA requirements, call ext. 6-5447, or email [PRA@calpoly.edu](mailto:PRA@calpoly.edu). To read more about this Campus Administration Policy (CAP), see CAP 382 on the [Administration & Finance website](#).

##### **NSF Grant Will Send Cal Poly Students to International Research Collaboration**

Physics Professor Tom Gutierrez has received a grant from the National Science Foundation (NSF) to support undergraduate research. The \$186,000 grant allows several students to participate in the international research collaboration called the Cryogenic Underground Observatory for Rare Events (CUORE) at the Gran Sasso National Laboratory in Italy. The CUORE experiment is designed to search for a certain type of nuclear decay — particles breaking off from an atom's nucleus — that would shed light on many of the basic laws of physics, including why the universe is made mostly of matter instead of antimatter. The students will join an international team of more than 100 physicists from

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institutions in China, Italy, the Netherlands, Scotland and the U.S. that designs and maintains the experiment. For more information, visit the [Cal Poly News website](#).

### **City of San Luis Obispo Seeks Input on Top Budget Priorities**

San Luis Obispo officials are seeking input about identifying the city's top budget priorities for 2015-17 so that available resources can be best allocated. Despite positive signs, significant uncertainties and challenges loom, including the ongoing cost of retirement and insurance programs and the need to fund deferred maintenance of infrastructure. The competing factors will likely lead to difficult and complex budget decisions. How you can help:

- Fill out a short survey available on the [city's website](#).
- Attend the Jan. 13 community forum to discuss your ideas with other community members. The meeting will be held from 6 to 9:30 p.m. at Ludwick Community Center, 864 Santa Rosa St.

City staff will compile the results for the council to review in advance of its goal-setting workshop, set for 9 a.m. Saturday, Jan. 24. For questions about the goal-setting and budget process, contact Joe Lamers, the city's budget manager, at 805-781-7132 or [jjamers@slocity.org](mailto:jjamers@slocity.org).

### **President to Host Holiday Reception for Campus on Dec. 11**

President Jeffrey D. Armstrong and Mrs. Sharon Armstrong invite the campus community to join them for a holiday reception from 4 to 6 p.m. Thursday, Dec. 11, in the Rossi Grand Lobby of the Performing Arts Center's Christopher Cohan Center. All faculty, staff and spouses/partners are welcome. Guests are encouraged to bring a nonperishable food item to donate to the Food Bank Coalition of San Luis Obispo County. Regrettably, due to space limitations, children cannot be accommodated. For more information, contact the Office of the President at ext. 6-6000 or [presidentsoffice@calpoly.edu](mailto:presidentsoffice@calpoly.edu).

### **Open Forums Continue for Candidates for Associate Vice President for Facilities Management and Development**

The three finalists for the associate vice president for facilities management and development position have been invited to visit campus. Candidates Ron Booth, executive director of facilities operations at Auburn University in Auburn, Ala., and Ramesh Vakamudi, associate vice president, Facilities Management, Georgia State University, have already visited campus. Faculty, staff and students are invited to attend open forums for the remaining candidate, scheduled from 3:15 to 4 p.m. Friday, Dec. 12, in the Performing Arts Center balcony lobby. The remaining candidate is Tom Lollini, campus architect and associate vice chancellor, Physical Planning, Design and Construction, UC Merced. There will be signs in the Performing Arts Center to guide attendees to the forum location. The finalists' resumes are available on the [Administration & Finance website](#).

## **Faculty & Staff**

### **Breakfast for New(er) Faculty set for Dec. 12**

Newer faculty at all ranks are invited to the Fall Quarter Community Breakfast from 9 to 11 a.m. Friday, Dec. 12 (the last day of finals), in Chumash Auditorium (UU 204). This is an opportunity to connect with recently hired colleagues from across campus and learn about important topics and key resources essential to professional success at Cal Poly. There will also be two presentations, including information on preparing materials for performance reviews and guidance for tenure-line faculty and lecturers. Breakfast will be provided. Registration is requested through [this link](#).

### **Workshop on Course Design to be Held Dec. 19**

Get a jump start on course planning before the winter break. The Center for Teaching, Learning & Technology (CTLT) is hosting a two-day workshop, Camp Course Design, from 9 a.m. to 4 p.m. Thursday and Friday, Dec. 18-19. The workshop will support instructors and staff in the course-proposal process, including drafting and review sessions on course learning objectives, aligning objectives with assessments and extended course activities, and syllabus

design. All instructors and staff who are interested in proposing new courses or redesigning a current course are welcome to participate. Lunch, resources and stipends will be provided. Enrollment is limited to 25. For more information, visit the [CTLT website](#).

#### **Nominations for Outstanding Staff Award Due Jan. 23**

Staff employees, faculty members, and department or division heads are encouraged to submit nominations for the Outstanding Staff Employee award. The deadline to submit a nomination for the 2014-15 award is Friday, Jan. 23. To be eligible, nominees must be permanent, full-time employees of the university, corporation or ASI, who have completed at least three years of employment as of Dec. 31, 2014 (that is, have begun at least their fourth year of employment). Ten-month employees are eligible. The following are not eligible: employees represented by bargaining unit 3 (faculty), former recipients of the award, and student assistants. The Outstanding Staff selection criteria and nomination form can be found on the [Administration & Finance website](#).

#### **International Center Calls for Proposals for Global Program**

The Cal Poly International Center has announced a Call for Proposals for faculty wanting to create a new Cal Poly Global Program or renew an existing program for winter and spring of 2016. Faculty, working collaboratively with the International Center, propose the location, course selection and program-related excursions. The deadline for submission is 5 p.m. Sunday, Feb. 1. For more information, visit the Global Program's section on the [International Center website](#).

#### **Submissions Sought for Learn by Doing Conference: More than a Motto**



**MORE THAN A MOTTO:**  
*Cal Poly's Learn by Doing Conference*  
Friday, May 15, 2015 • Chumash Auditorium

Cal Poly will hold the inaugural More than a Motto: Cal Poly's Learn by Doing Conference on May 15, 2015, Auditorium to showcase and celebrate the university's unique institutional identity. Current faculty

and staff, individually or in teams, and students working with a faculty or staff mentor, are invited to submit conference presentation proposals. Proposals should fit into one of three categories, centered on Cal Poly's Learn by Doing approach in enhancing both academic and campus life. The categories are: Curricular - Learn by Doing through course design; Research - Learn by Doing through active undergraduate or graduate student involvement in the research process; or Co-Curricular - Learn by Doing through programs focused on student leadership, development and engagement. Submissions accepted for presentation will also be considered for inclusion in the book "More than a Motto: The Meaning Behind Cal Poly's Learn by Doing Signature," scheduled for publication in fall 2016. Proposals are due Monday, Feb. 2. For more information and submission guidelines, visit the [More than a Motto website](#).

#### **Nominations Sought for Student Employee Award**

Faculty and staff members can show their appreciation for student employees by nominating them for the university's 2014-15 Outstanding Student Employee of the Year (OSEY) award. Nominees must have completed at least six months part-time student employment during the academic year, June 1, 2014 to May 31, 2015. Eligible candidates include state, ASI and Corporation student employees. Nominees can be Federal Work-Study and non-Federal Work-Study students. Cal Poly's OSEY will be announced in April. The winner is entered into the state competition and may go on to the regional and national competitions. The national winner is announced during National Student Employment Week, the second week of April. To print the nomination form, go to the [Administration & Finance website](#), and scroll down to Student Assistant Forms. Submissions are due to Barbara Rollins in Financial Aid by Friday, Feb. 6.

#### **Kennedy Library Announces New Faculty Award**

A new faculty award, the Learn by Doing Scholar Award, has been established to acknowledge and inspire formal scholarship and research into Cal Poly's signature pedagogy, Learn by Doing. The inaugural awards will be given in two categories to create an inclusive process that encourages fully-realized as well as emerging scholarship. The Published Research category (\$2,000 award) recognizes completed research that has been externally reviewed and shared through publication or presentation. The Planned and In-Progress Research category (\$1,000 award) recognizes promising research proposals or research in progress and supports faculty in completing and sharing their findings. Open to all Cal Poly faculty, the awards are sponsored by the Information Services advisory board. Applications will be accepted from Feb. 15 to March 20, 2015. Recipients will be announced in spring 2015. Application procedures and criteria for the award categories are available on the [Kennedy Library website](#).

## In Memoriam

**Karen May**, supervisor for campus dining at Sage Restaurant, passed away surrounded by her family on Sunday, Nov. 30. She worked for Campus Dining for eight years. May will be remembered for her loving personality and welcoming smile and for all of the lives she touched at Cal Poly. The public is invited to a memorial service in her honor from 1:30 to 2:30 p.m. Sunday, Jan. 11, at Mountainbrook Community Church in San Luis Obispo, followed by a celebration of life from 3 to 5 p.m. at Sage Restaurant. In lieu of flowers, donations for a memorial bench on the Cal Poly campus in honor of Karen May can be made out to the Cal Poly Foundation, 1 Grand Avenue, Building 15, San Luis Obispo, CA 93407-0707.



## Catastrophic Leave

**Kathleen Castillo**, administrative support coordinator I in SAS-EOP Tutoring has qualified for catastrophic leave. Those wishing to donate leave credits to help her remain in full-pay status during an extended leave of absence should contact catastrophic leave coordinator Judy Holloway at ext. 6-5112 or [jhollowa@calpoly.edu](mailto:jhollowa@calpoly.edu) to request a donation form.

## Retirements

### Carlos Cordova

Carlos Cordova, university legal counsel, is retiring in January after serving the CSU and Cal Poly with distinction for more than 26 years. Carlos is looking forward to spending more time with his family and friends and further exploring Los Osos and the region. His wife, Beth, will continue to work for Cal Poly in Information Technology Services. He began working at the Chancellor's Office in 1988 and transferred to Cal Poly in 1994, becoming the first CSU attorney to be employed on a CSU campus. He would like to acknowledge and thank all the wonderful Cal Poly employees he has worked with through the years — although he acknowledges there were times when they may have preferred not to hear his name on the other end of the line. He would also like to thank the teachers in the Cal Poly Children's Center, who helped guide his two children into the wonderful adults they have become. In lieu of a final farewell reception, Carlos would prefer people stop by his office or send him a quick message, so he can say his goodbyes individually.

### Phil Webb

Phil Webb will retire from the Athletics Department at the end of December after 19 years as senior associate director of athletics. Prior to his work at Cal Poly, Phil was the business manager for the California Agricultural Technology Institute for seven years, for a total of 26 years in the CSU system. While in Athletics, Phil wore many hats and brought a unique blend of accounting acumen, humor and passion to his position. He saw the department through many of its most notable improvements over the years. We wish him all the best as he leaves to enjoy some well-deserved free time and more than a few Dodgers games.

### Previously Announced Retirements

**Sumi Seacat** will retire after more than eight years at Cal Poly. A retirement reception will be from 3 to 4:30 p.m. Thursday, Dec. 11, in the Equal Opportunity Conference Room in Fisher Science (Building 33), Room 290.

**Donna Amos** will retire after 34 years of service. A retirement reception will be held from 4 to 6 p.m. Thursday, Dec. 18, in the Performing Arts Center Lobby.

### Campus Announcements

#### Dec. 10 Seminar to Address 'Your Retirement at Work'

Human Resources invites Cal Poly employees to attend a Dec. 10 seminar on "Your Retirement at Work." The seminar encourages attendees to enroll in a workplace retirement plan and is ideal for early career employees, those who have not yet enrolled in their workplace retirement plan, or those who would like a fundamental understanding of their workplace plan. Topics will include the importance of saving for retirement, the benefits of participating in a workplace retirement plan, and the most common retirement plans offered by employers: 403(b), 457(b), and 401(k). Sessions will be held from 11 a.m. to noon, noon to 1 p.m., and 4 to 5 p.m. in UU Room 216. [Register here](#), using registration code 4116SAN11AA. Attendance is subject to supervisory approval and based on departmental operational needs.

#### Third Annual CLA Food Bank Drive Extended to Dec. 12

The College of Liberal Arts has extended its annual Food Bank Drive to help meet peak holiday demands. Food and monetary donations will be accepted through Friday, Dec. 12, in each CLA department office. Again this year, CLA student clubs will compete for the best-decorated collection barrel. Food and monetary donations are welcome from campus and the surrounding community. For more information, visit the [CLA website](#).

#### Nominations Due Jan. 15 for Courtney Elizabeth Smyth Memorial Scholarship

The Courtney Elizabeth Smyth Memorial Scholarship was established in 2000 to honor the memory of a Cal Poly student whose short life was marked by a spirit of resilience in the face of adversity. Each year since its inception, the university has been able to acknowledge a truly unusual student who has overcome personal tragedy or hardship, suggesting an inner strength and a commitment to maintain academic progress. Send nomination letters to Joy Harkins at Student Life and Leadership, UU 217, or [jharkins@calpoly.edu](mailto:jharkins@calpoly.edu) by Jan. 15. Letters should include the name of the nominee, a description of the nominee's personal strengths and potential for success, and insight into the character of the nominee and his/her ability to excel under personal adversity.

#### Enhanced Planning Info Available in Cal Poly Catalog and PolyPlanner

The Office of the Registrar has enhanced the Cal Poly Catalog and PolyPlanned with information that indicates the terms that a course is typically offered. The information is available to help students plan future terms with greater accuracy. The listings are based on information provided by academic departments this fall. The term(s) that courses are typically offered can be viewed in the course description in the Cal Poly Catalog. To view it in PolyPlanner, right-click on the course, then select Course Description. For more information, contact the Office of the Registrar at [catalog@calpoly.edu](mailto:catalog@calpoly.edu).

#### Rec Center Hosts Free Fridays

The Recreation Center invites Cal Poly community members to treat themselves to healthy living and wellness this holiday season. Faculty, staff, alumni, retirees, emeritus, spouses and registered domestic partners are welcome to complimentary use of the facility and its amenities on Fridays, Dec. 12 and 19, and Jan. 2 and 9. For Rec Centers members, this is the chance to bring a co-worker and share the joy. Guests can use gyms or weight rooms, play racquetball, take a fitness class and more. To learn more about Recreation Center programs and activities, visit [the Recreation Center website](#). For a full schedule of group exercise classes, view [the fitness schedule](#). To plan a visit,

check out the Recreation Center's [hours of operation](#). Photo ID (Cal Poly ID or Alumni Association card) is required for entry. For more information, contact Membership Services at ext. 6-6335 or [memberships@asi.calpoly.edu](mailto:memberships@asi.calpoly.edu).

#### Central Coast Lean Summit Planned for Feb. 19 and 20



Cal Poly's Industrial technology faculty will host the fourth annual Central Coast Lean Summit on Feb. 19 and 20 in the Performing Arts Center. The event will feature workshops on lean practices across healthcare, higher education, government and manufacturing. Norbert Majerus, senior master black belt in lean operations at Goodyear, will serve as the event's keynote speaker. Attendees will also be able to network with lean experts from different parts of California and collaborate with faculty. For more information and registration, visit the [Orfalea College of Business website](#).

#### Grant Writing Workshop Offered Thursdays in Winter Quarter

The College of Agriculture, Food & Environmental Sciences, the Grants Development Office, and Sponsored Programs will offer a workshop on grant writing from 11 a.m. to noon Thursdays this winter. The nine-week program begins Jan. 8 and will be held in the Erhart Agriculture Building (No. 10), Room 204. The workshop is for faculty and staff interested in research or research administration. It will be team-taught by Sue Tonik, grants analyst in the college, and staff from Grants Development and Sponsored Programs. The seminar will be a hands-on overview covering grant writing and research administration. Topics will include sources of funding; types of awards (grants, contracts and gifts); marketing ideas; how to approach sponsors; reading RFPs (requests for proposals); what and what not to include; abstracts, budgets and justifications; indirect costs; payroll and purchasing; and intellectual property and review processes. Writing and analysis will be done every week, and participants may bring their own examples for assistance and critique. By the end of the quarter, participants will be able to complete the majority of a proposal and will have knowledge of related contacts and resources at Cal Poly. For more information, contact Sue Tonik at [stonik@calpoly.edu](mailto:stonik@calpoly.edu) or ext. 6-7241.

#### RPTA Hosts Annual Dinner and Fundraiser Feb. 28

The Recreation, Parks & Tourism Administration (RPTA) Department is hosting its annual dinner and auction fundraiser on Saturday, Feb. 28. The dinner event will be held at the historic Santa Margarita Ranch and includes both silent and live auctions. The fundraiser supports scholarships and department activities such as the RPTA Academic Quiz Bowl team's attendance at the National Recreation and Park Association Congress. Auction items include an Edna Valley wine tour with SLO Safe Ride and Sunday passes for Savor the Central Coast. The event is open to the public. Tickets go on sale early January. Keep up with RPTA and the planning process by liking the [Cal Poly RPTA Facebook page](#). For more information, email the planning committee at [calpolyrptauction@gmail.com](mailto:calpolyrptauction@gmail.com).



#### AFD Releases New Hospitality Policy

The university and auxiliary business units have released a new campuswide Hospitality Policy. The policy details allowable hospitality expenses that may be incurred to conduct an event or activity intended to promote the mission of the university and the allowable funding sources for those expenses. The Administration & Finance Division (AFD) will be conducting a series of open forum discussions at the beginning of winter quarter to explain the guidelines. AFD has released a Hospitality Matrix that provides a quick reference to allowable types of events and funding sources, available on the [AFD website](#). For more information, contact Fiscal Services-Accounts Payable at ext. 6-2291.

### Poinsettias on Sale Now at University Store



For your shopping convenience, the University Store has Cal Poly Poinsettias in stock. The flowering holiday plants are grown by students in the university's Poinsettia Agriculture Enterprise Project, which begins every spring. Proceeds will go to the Poinsettia Enterprise Project, part of Cal Poly's Learn by Doing tradition. Sizes range from four-inch pots to seven-inch poinsettias, and prices range from \$5 to \$55. A selection of poinsettias are also available at the Poly Plant Shop, though the plant shop will be closed for winter break as of

Sunday, Dec. 14.

### Farmstead Made Eggnog Available from Cal Poly Creamery

Cal Poly Creamery's popular Farmstead Made Eggnog is now available through the holidays at Spencer's Markets in Santa Maria and Morro Bay, and at Cal Poly's Campus Market and University Market. The secret eggnog recipe was developed by Cal Poly's Dairy Science program and is made by students. Its suggested retail price is \$4.25 per quart.



### Cal Poly Cheese Gift-Packs Available for the Holidays



This holiday season, give friends and family award-winning Cal Poly cheeses, made and packaged by Cal Poly students. Ten cheese varieties are available in five gift-pack arrangements. Gift packs can be shipped or picked up at the Cal Poly Creamery for a limited time. Gift packs sell out every year, so order early. For a list of cheeses, packages and prices, or to place your order, visit the [Cal Poly Creamery](#)

[website](#), call ext. 6-6644, or email [creamery@calpoly.edu](mailto:creamery@calpoly.edu).

### Bella Montana Faculty and Staff Housing Community

Visit the Bella Montana Homes [website](#) for available homes for sale.

### Events

#### Cal Poly Arts to Present 'An Irish Christmas' on Dec. 15

Cal Poly Arts presents "An Irish Christmas" at 7:30 p.m. Monday, Dec. 15, in Harman Hall of the Performing Arts Center's Cohan Center. The event is a Celtic seasonal celebration perfect for the whole family. Performers dance to lyrical stories of past generations and mythology with traditional movements including the use of brooms, dancing on half doors and spinning around butter churns. Music includes carols such as "Silent Night," "Little Drummer Boy" and "Carol of the Bells" and traditional instruments, such as pipes, flutes, fiddles, the button accordion, and bodhráns, an Irish frame drum. Tickets range from \$24-\$44. Faculty and staff can get a 20 percent discount by selecting the student option when purchasing tickets.



For more information, call ext. 6-4TIX (4849) or go to the [Cal Poly Arts website](#).

### **Mars and Venus on Stage Live Dec. 21**

Cal Poly Arts will present "Men Are From Mars – Women Are From Venus Live!" at 7 p.m. Sunday, Dec. 21. The show is a light-hearted theatrical comedy based on the 1990s New York Times No. 1 best-selling book of the same name. The stage show features television and film personality Peter Story in a fusion of theater and stand-up. The action moves swiftly through a series of vignettes, covering everything from dating and marriage to the bedroom, and will have couples elbowing each other as they recognize themselves on stage. Tickets are \$60. Faculty and staff can use a promotional code (MARS) to purchase tickets for \$30. Tickets are available by phone at ext. 6-4849 or [online](#).

### **Pianist W. Terrence Spiller to Perform Jan. 9 Benefit Recital**



Pianist W. Terrence Spiller, Cal Poly Music Department chair, will give a benefit recital at 8 p.m. Friday, Jan. 9, in the Spanos Theatre. Spiller's program will start with Franz Joseph Haydn's Variations in F minor, followed by Claude Debussy's "Suite Bergamasque," and concluding with Isaac Albéniz's "Triana" from "Iberia," Book II. The second half of the program will feature Frédéric Chopin's monumental "Preludes," Op. 28. Tickets are \$9 for students and senior citizens and \$12 for the public and can be purchased from the [Performing Arts](#)

[Ticket Office](#). Proceeds will benefit the Cal Poly Music Department Scholarship Fund. More information on the [Music Department calendar website](#).

### **University Art Gallery to Feature Graphic Designer Aaron Draplin Jan. 9-Feb. 6**

Cal Poly's University Art Gallery will present the work of Aaron Draplin, internationally lauded graphic designer, Jan. 9 through Feb. 6. The exhibit will open with a talk by Draplin at 5 p.m. Friday, Jan. 9, in Room 101 of the Baker Center for Science and Mathematics (Building 180) on campus. A reception will follow in the gallery, located on the ground floor of the Dexter Building (No. 34). The talk is not recommended for people younger than 13. The exhibition features the design work of the Draplin Design Co. (DDC) from Portland, Ore. A wide range of Draplin's work will be on display, including logos, records, posters, clothing and more.

### **Athletics**

For an overview of last week's action, upcoming competition, up-to-date sports information, photos and videos, visit [www.gopoly.com](http://www.gopoly.com). Students always get in free. Faculty and staff discounts available.

### **Job Vacancies**

#### **State Employment Opportunities**

The complete listing of staff and management vacancies is posted on the [Cal Poly Jobs website](#). To apply, go online and complete the application form. For assistance, call Human Resources at ext. 6-2236.

**#103482 – Administrative Support Assistant II**, Student Affairs – Career Services. \$2,539-\$3,808 per month. Open until filled. Review begins Dec. 15.

**#103481 - Business Intelligence Analyst** (Analyst/Programmer - Foundation), Information Services - Information Technology Services - Application Development and Integration. \$3,470-\$5,539 per month. Anticipated hiring range: \$3,470-\$3,750 per month. Closes Dec. 16.

**#103489 – Equipment System Specialist**, University Housing. \$3,388-\$5,592 per month. Open until filled. Review begins Dec. 16.



**#103490 – Marketing Coordinator** (Public Affairs/Communication Specialist I), University Housing - Housing Administration. \$2,923-\$4,381 per month. Open until filled. Review Begins Dec. 16.

**#103487 – Project Manager – Major Projects** (Administrator II), Administration & Finance - Facilities Planning & Capital Projects. Salary commensurate with experience. Open until filled. Review begins Jan. 26.

**\*\*\*THIS INTERNAL RECRUITMENT IS OPEN TO CAL POLY EMPLOYEES ONLY (State, Corporation, and ASI)\*\*\***

**#103499 – Administrative Coordinator** (Administrative Support Coordinator II), Performing Arts Center – Administration. \$3,115-\$4,817 per month. Open until filled. Review begins Dec. 19.

#### **Faculty Employment Opportunities**

Candidates are asked to visit the online [employment website](#) to complete an application and apply for any of the positions shown below. Submit all requested application materials as attachments to your online application, unless otherwise specified in the ad.

There are no new openings at this time.

#### **Corporation Employment Opportunities**

Cal Poly Corporation is a separate corporation operating in concert with the university to provide a diverse range of services and resources to students, faculty and staff. All positions have excellent benefits, including medical, dental, vision, life insurance, retirement, paid sick leave/vacation and holidays. To view job postings and/or apply, visit the [Corporation website](#). For assistance, contact Human Resources at ext. 6-1121.

There are no new openings at this time.

#### **ASI Employment Opportunities**

Candidates are asked to visit the [ASI website](#) to complete an ASI application and apply for positions listed below. For more information, visit the ASI Business Office in UU 212 or call ext. 6-5800.

There are no new openings at this time.

