**Employee evaluation cycle begins**

The annual performance evaluation cycle process for staff employees is under way. Permanent staff employees and temporary employees who worked during fiscal year 2004/2005 should be evaluated. Probationary employees are not part of the annual cycle; they are evaluated according to their probationary cycle. During the month of June, employees should complete a self-evaluation (HR form 138a). In July, supervisors will finalize evaluations and forward them to the appropriate program manager. Finalized evaluations, with final employee signatures, are due to Human Resources by **August 22**. Employees represented by Academic Professionals of California are evaluated using the Unit 4 Performance Evaluation (HR form 140). The Staff Performance Appraisal (HR form 138) is to be used for all other represented, non-represented, and "confidential" staff employees. Evaluation forms and guidelines are available in Human Resources, ext. 6-2236 or on the Web at [http://www.afd.calpoly.edu/hr/forms/index.html](http://www.afd.calpoly.edu/hr/forms/index.html). Detailed information on the annual performance evaluation cycle has been distributed to all managers and department chairs. Please direct any questions to appropriate managers/department chairs or contact Darcy Adams in Human Resources via e-mail or at ext. 6-2472.

**O'Neill to receive medal at Commencement**

The university will confer its highest honor, the President’s Medal of Excellence, upon alumnus Richard J. O’Neill during the university’s morning commencement ceremony **June 11**. Following the morning commencement, the university will hold a brief celebration naming the three-acre rolling lawns and gardens in front of the Orfalea College of Business as the new Richard J. O’Neill Green. O’Neill is only the third person in the university’s history to receive the Cal Poly President’s Medal of Excellence. The medal is awarded to individuals who have made extraordinary contributions to the university. Previous medal recipients were Albert B. Smith, who was honored in 1993, and Charles Luckman, in 1994.

**Cal Poly names 2004-05 Distinguished Teachers**

Cal Poly has named professors from the colleges of Agriculture, Engineering and Liberal Arts to receive this year’s highest teaching award. Professor Fred DePiero in the Electrical Engineering Department, Professor John Hampsey, in the English Department, and Associate Professor David Headrick in the Horticulture and Crop Science Department are the recipients of a 2004-2005 Distinguished Teaching Award. All three were cited for providing stimulating, challenging and entertaining courses and helping students both in the classroom and beyond.

**Spanish language program recognized**

Cal Poly Continuing Education and University Outreach and the Modern Languages and Literatures Department will be honored by the State of Morelos, Mexico, for outstanding work in promoting the Spanish language and Mexican culture. Cal Poly’s Spanish Language Immersion Program has been held in Cuernavaca each summer for the last 12 years. The award honors a university or organization outside Mexico for continuous interest in and support of the Mexican culture.
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.


Faculty: Candidates are asked to visit our online employment Web site at www.calpolyjobs.org to complete an application and apply for any of the positions shown below. Please submit all requested application materials as attachments to your online application, unless otherwise specified in the ad.

#100613–Full-Time, 12-Month Head Coach, Women’s Volleyball, Athletics, ext. 6-2924. Closes: July 1.

#100610–Full-Time Tenure-Track Position, Management Area, Orfalea College of Business, ext. 6-1756. Application review begins October 3.

Architecture ranks fourth in national survey

A national poll of practicing architects ranked the undergraduate architecture program as one of the best in the United States at producing “graduates most prepared for real-world practice.” The survey, conducted for the architecture and engineering journal DesignIntelligence, rated Cal Poly’s program fourth in the nation among bachelor of architecture degree programs, behind only Cornell University, the University of Cincinnati and Rice University. Cal Poly topped the Western region bachelor’s program rankings for the third year in a row. This year a separate survey ranked the landscape architecture program the best in the West.

EOC fund-raiser a success

Students in the Natural Resources Management Department’s festival and event management class, in conjunction with the university’s Community Center, recently hosted a benefit concert and silent auction for the Economic Opportunity Commission’s (EOC) Homeless Services. Ticket sales and silent auction bids at “A Toast to Home, A Taste of Tradition” raised $6,000 for the EOC. Since 1989, EOC Homeless Services has offered several programs devoted to helping individuals achieve economic and social stability and self-sufficiency. Homeless Services assists individuals in need of food, shower, shelter and advice through case management services, the Maxine Lewis Memorial Shelter and the Prado Day Center.

Faculty & Staff Appreciation Day at El Corral

On June 1, bring your staff or faculty I.D. to El Corral Bookstore and receive 30 percent off most items in the bookstore, including Cal Poly clothing and gifts, seasonal gifts, general reading and reference books, office supplies and more! Shop until 6 p.m.

Julian’s posts hours for finals

Get your coffee, espresso, pastries and ice cream at Julian’s in the UU later than usual during “Dead Week,” May 31–June 2. Julian’s will be open Dead Week from 7 a.m.-11 p.m. and from 7 a.m.-4:30 p.m. June 3. During finals week, June 5-9, Julian’s will be open from 6 a.m.-2 a.m. and from 6 a.m.-4:30 p.m. on June 10. Ask Julian’s staff about their finals special that will get you an extra cup of coffee.

Evelyn Ruehr retires

Evelyn Ruehr, food program manager for the Orfalea Family and ASI Children’s Center, will retire after 22 years of service. The campus community is invited to attend a reception in her honor from 2:30-4 p.m., Tuesday, June 7, in UU 220. Ruehr has provided high-quality meals and nutrition education to the children, families and students of Cal Poly for more than two decades.

Farewell party for Teresa George

The campus community is invited to attend a cake reception for Teresa George, head of Counseling Services from 1-3 p.m. Monday, June 6, in the Health Center, Room 153. George has been with Counseling Services since 2001. She has accepted a position as a psychologist at Atascadero State Hospital.