

California State University, San Bernardino

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BULLETIN

December 18, 1987
California State University, San Bernardino

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Campus Prepares for Holiday

The campus will be closed from Dec. 24 until Jan. 4, giving staff an extended holiday recess.

Several holidays (Washington's Birthday, Admissions Day, Columbus Day and Veterans Day) which were not observed by the campus on their specific dates have been redesignated for the week between Christmas and New Year's Day. This provides staff a longer break and allows the campus to conserve energy by shutting down the heating plant.

Because pay day occurs during the recess, special arrangements have been made for representatives of various administrative areas to be on campus Dec. 31 to disburse checks between 9:30 and 11:30 a.m.

Each area will notify its employees who has the checks and where they will be.

The Administrative Council has approved a two-hour time slot on Tuesday, Dec. 22 as the designated time for holding building Christmas parties, said Dale West (Personnel). The gatherings, generally organized by building, preferably should be between 11:30 a.m. and 1:30 p.m. to accommodate the different lunch hours of employees, West added.

The Student Union snack bar, which has been open for lunch this week, will close today (Friday). Food service, other than the machines in various buildings, will not be available on campus next week.

New Eating Area Constructed in Ad Building

The little-used atrium in the Administration Building is being remodeled into an outdoor eating or break area for employees, reports Jim Hansen (Plant Operations).

Approximately a third of the area will have a lattice roof for protection from the elements. Tables and chairs will be installed.

Existing trees and bushes have been pulled out and new landscaping will be planted. The work, being done by physical plant crews, should be completed in February.

Added space for employees to take their breaks or lunch periods became necessary when a portion of the atrium in the Student Services Building was converted into two conference rooms.

Visitors Parking: 30 Minutes

The opening of the winter quarter will see a major revision in the campus' visitor parking policy, warned Harry Larsen, manager of parking services.

Under the new policy, parking in visitor spaces will be limited to 30 minutes. Visitors on official business who need more than 30 minutes may procure a free pass

from that office or from the information booth at the main entrance. All other visitors must purchase a daily permit.

"As in the past, registered students, faculty and staff must continue to display a valid permit when parking," Larsen said.

The parking services manager will contact schools and departments who need a supply of the new visitor permits. He will explain the new policy and the procedures at that time.

"The new guidelines will bring the university more fully within CSU systemwide standards," Larsen said.

John Wooden To Speak at Homecoming

John Wooden, UCLA's legendary basketball coach, will launch Cal State's Homecoming with a free public lecture at 8 p.m., Thursday, Jan. 14 in the gymnasium.

For Cal State, San Bernardino, basketball--not football--will be the Homecoming sport. Men's and women's games on Jan. 15 and 16 and club activities will highlight the

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two-day Homecoming, announced Joanna Roche (Alumni Affairs).

Committees of students, alumni, faculty and staff are planning activities designed to bring alumni back to campus and to involve campus and community, she said.

Coach Wooden's accomplishments in his 27 years at UCLA include 10 NCAA championships, 88 consecutive victories, four undefeated seasons and eight undefeated conference seasons.

He is the only person enshrined in the Naismith Basketball Hall of Fame as both a player and a coach. Wooden had been a high school All-American and then was a three-time college All-American at Purdue University. He was the college "player of the year" in 1932.

He has written three books on basketball skills, philosophy and instruction and is the designer and author of the Pyramid of Success, a universal tool of teachers and coaches across the country.

Golden Handshake Deadline Remlnder

Faculty are reminded the deadline for notifying the university that they wish to participate in the "golden handshake" retirement plan is Dec. 31.

The plan provides two years extra service credit toward retirement benefits for faculty in Unit 3.

Because the university is closed Dec. 24-Jan. 4, letters postmarked prior to Jan. 1 will be accepted as official notice, said Dr. J. C. Robinson (Academic Personnel). They should be sent to the Academic Personnel Office.

Chambers Plan Annual Meetings

Both the San Bernardino Area Chamber of Commerce and the Inland Empire Hispanic Chamber of Commerce will hold their annual installation dinners in January. The university is a member of both organizations.

The San Bernardino Chamber's event will be Thursday evening, Jan. 21 at the National Orange Show. The Hispanic chamber will meet Saturday evening, Jan. 30 at Chris Davis' Supper Club in Rialto.

Details concerning the costs and exact times will be available beginning Jan. 4 in the Office of University Relations, AD 104. Employees interested in attending may pick up information sheets there.

Building Painting Continues

The exterior trim on five campus buildings is being repainted during December and January.

Painters will be spray painting duct work on the three initial buildings (Administration, Student Services, Visual Arts) during the holiday recess, reported Jim Hansen (Plant Operations). Work on the Commons is underway now. Also on the schedule is the Creative Arts Building.

The work is being done by Beard Painting under a \$38,950 contract awarded by the university. The work is to be completed in 60 days.

Vision Plan Enrollment Ends Jan. 10

Employees who have not yet enrolled in the employer-paid vision care plan have until Jan. 10 to file their applications with the Personnel Office if they want the coverage.

The Chancellor's Office has advised there will be no future open enrollments for the vision plan. Participants will be allowed to add or delete dependents only at specific times.

The plan was opened for all employees except Unit 3 in March and for Unit 3 in May. Coverage will begin Feb. 1 for employees who sign up by Jan. 10.

Questions on the plan should be directed to Marjorie Callaghan (Personnel), Ext. 7205.

AIDS Information Available

The AIDS Response and Education Committee, chaired by Dr. Cynthia Paxton (Health Science and Human Ecology), offers its services to any campus department seeking more information on the AIDS disease.

The committee is organized to provide education and information. "Because much erroneous information about AIDS is circulating, knowledgeable and qualified speakers from the committee are available to dispel the many myths about AIDS and to discuss the facts," said Dee Thomas (Personnel).

Presentations for departments will be coordinated through the Training Department in Personnel. For information call Dee Thomas or Pat Hutchins (Personnel), Ext. 7205.

Scheduling Office Moves to Trailer

The office responsible for scheduling all events and activities by campus groups or organizations and for maintaining a master calendar was moved yesterday from Morongo House in Serrano Village to Trailer 3-C. The scheduler, Greg Thomson, also books the use of most meeting rooms and campus facilities, except for the Student Union. The phone number for the scheduling office remains Ext. 7400.

Available For the Asking

Does any campus department need an old desk, a sound cover for a printer, a spirit duplicator or a labeling machine?

Property clerk Nadine Horenberg has these items of surplus equipment available for the asking:

Sound covers to fit Epson Model RS-80, NEC 7730 and Qume printers (one each),

A.B. Dick spirit duplicators (two), minor adjustments or repairs will be paid from the central equipment repair budget,

Collators, one 8-bin and one 16-bin,

Labeling machine, to apply continuous, pressure-sensitive labels to envelopes,

Metal desks, old (two).

Information is available from Mrs. Horenberg, Ext. 7595, in the Shipping and Receiving Building.

Winter Extension Bulletin Available

Classes offered by Extended Education during winter quarter are listed in the free, winter Bulletin now available.

Extended Education will begin utilizing its new classrooms in the lower level of the Bookstore during winter quarter. The facilities were made available with the addition of a wing to the Bookstore.

In addition to the classes on campus, extension courses will be offered in Hemet, Indio, Palm Desert, Redlands, Riverside, San Bernardino, the Desert Studies Center at Soda Springs (*Zzyzx*) and Yucaipa.

The variety of winter quarter offerings includes accounting, business management, computer, education, entrepreneurship, graphics, health science, photography, psychology, recreation, religion, research and statistics, writing. The office also offers courses to help people prepare for tests and to enjoy for personal enrichment.

Registration forms are available in the Extension Bulletin. Information and registration also are available by calling Extended Education, Ext. 7664, or by stopping at the office on the fifth floor of Pfau Library.

Phone Directory Corrections Sought

An addendum to the campus telephone directory, listing corrections and new personnel or offices, will be published with the Jan. 8 Bulletin, announced Edna Steinman (Publications).

Any office having changes or corrections should submit them to the Publications Office, AD 117, Ext. 7814, no later than Tuesday, Dec. 22.

Community Service

Dr. David Bellis (Public Administration) provided three days of training for managers of community-based crime prevention programs as a consultant to the Crime Resistance Involvement Council and the California State Office of Criminal Justice Planning. His training centered on management control systems and innovative approaches to community crime prevention.

Dr. Sandra K. Cross (Health Science and Human Ecology) gave a presentation on "Stress and Stress Management" for 11th and 12th grade psychology classes at Redlands High School Dec. 4.

President Anthony H. Evans gave an illustrated talk on the university for the Palm Springs Rotary Club Dec. 9.

Dr. Mildred Henry (Education) presented a workshop, "Career Change? It's Your Thing," at the San Bernardino Valley College Re-entry conference, "New Choices for the Future," Nov. 18. She was a judge in homecoming activities at the University of Arkansas Oct. 31-Nov. 2. Dr. Henry also spoke to the Kiwanis Club of East San Bernardino Dec. 8 on "Dropouts, Pushouts, Where do We Go from Here?"

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Dr. Julius Kaplan (Art, Graduate Programs) lectured to the provisional docents of the Los Angeles County Museum of Art on "Renaissance and Baroque Art" Nov. 23 and Nov. 30.

Dr. Janice Loutzenhiser (Management) spoke to the 11th and 12th grade psychology classes at Redlands High School Dec. 16 on "Joint Custody."

Jennifer McMullen (School of Business and Public Administration) was installed as vice president, programs, for the PACE Division of the San Bernardino Area Chamber of Commerce by the chamber's 1988 president Gill Snyder Dec. 9.

Dr. Tom Pierce (Economics) spoke to the Estate Planning Council Dec. 9 in San Bernardino on economics.

Johnnie Ann Ralph (Library) spoke to the City of San Bernardino Historical and Pioneer Society Dec. 2 about "Christmas in San Bernardino 1867-1899."

Dr. Geraldine Butts Stahly (Psychology) discussed "Battered Woman: Why Does She Stay" for the 11th and 12th grade psychology classes at Redlands High School Dec. 11.

Personnel

NEW TO THE UNIVERSITY

Full-time, permanent

Darryl Graham
Student Services Professional II
Admissions
Ext. 7737, SS 103

Jenny Lizarde
Clerical Assistant IA, Personnel
Ext. 7205, SS-151

Ann Puffer
Student Services Professional IB
Coachella Valley Center
(609) 341-2883

CHANGE IN POSITION

Full-time, permanent

Claudia Armitage
Clerical Assistant IIA
Financial Aid
Ext. 7741, SS 143
from full-time, temporary

Employment Opportunities

Applications will be accepted from 2 p.m. today, for new positions until 2 p.m. on the dates listed. Current information on employment opportunities is available through a 24-hour hotline at Ext. 7762, which is updated at 2 p.m., Fridays.

FINANCIAL AID: Clerical Assistant IIA--\$1332-\$1571/mo.; full-time, permanent. Apply by: open until filled.

INTERCOLLEGIATE ATHLETICS: Clerical Assistant IIIA--\$1545-\$1829/mo.; part-time, temporary through June 30, 1988. Apply by Dec. 18.

PLANT OPERATIONS: Building Services Engineer--\$2190-\$2516/mo.; full-time, permanent. Apply by Dec. 18.

PLANT OPERATIONS: Plumber I--\$2299-\$2522/mo.; full-time, permanent. Apply by: open until filled.

PUBLIC SAFETY: Supervising Public Safety Officer I--\$2473-\$2979/mo.; full-time, permanent. Apply by: open until filled.

UNDERGRADUATE STUDIES: Student Services Professional IIIA (retention coordinator)--\$2371-\$2854/mo.; full-time, permanent. Apply by Jan. 4, 1988.

The California State University, San Bernardino BULLETIN is published by the Publications Office, AD 117, on the first and third Fridays of each month. Items for publication must be submitted in writing by the prior Friday.

Edna Steinman, Editor (Ext. 7814)

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