

11-8-1996

November 8 1996

Friday Bulletin

Follow this and additional works at: <http://scholarworks.lib.csusb.edu/fridaybulletin>

Recommended Citation

Friday Bulletin, "November 8 1996" (1996). *Friday Bulletin*. Paper 1074.
<http://scholarworks.lib.csusb.edu/fridaybulletin/1074>

This Article is brought to you for free and open access by the CSUSB Archives at CSUSB ScholarWorks. It has been accepted for inclusion in Friday Bulletin by an authorized administrator of CSUSB ScholarWorks. For more information, please contact scholarworks@csusb.edu.

CB

THE FRIDAY BULLETIN

RECEIVED
CALIFORNIA STATE UNIVERSITY
San Bernardino
JAN - 8 1996

NOVEMBER 8, 1996

'CREDIBILITY' KEY TO ACCEPTING EVALUATION PROCESS, SAYS ROBINSON

Basic to the new evaluation process is the question, "What do you want me to do?" said J.C. Robinson, associate vice president for academic personnel and chair for the task force that assembled a new evaluation form. His comments came at an Oct. 24 forum where 60 CSUSB employees gathered to voice their opinions of the new form. Staff and their supervisors will have to define more clearly job descriptions now, particularly because job descriptions are

outdated, Robinson said. "What you need to do is give you and the manager the flexibility to decide what's important in your office." Shortly after the meeting's start one man loudly protested saying, among other things, that by rewarding only excellent work the system will encourage those with "very good" ratings to regress to satisfactory work. Why work harder, he asked, if you're going to go unrewarded?

Administrators are building checks and balances into the new process. Robinson emphasized that managers will not be able to "just sign off" on evaluations as in the past. They will have to read them, he added, and an employee can appeal the outcome if he or she disagrees. Some employees said that rating descriptions, like "satisfactory" and "very good," sounded too much alike in some categories. Other workers thought that

the ratings sounded "negative" and preferred some of the language of the old form, suggesting the new forms use such ratings as "exceeds expectations," "meets expectations" and "does not meet expectations." The task force, comprised primarily of staff personnel, is taking comments made at the forum into consideration. Suggestions also can be made, said Robinson, by contacting task force members through e-mail.

PERFORMANCE PAY AND MOTIVATION: TWO EXPERTS, TWO VIEWS

(Editor's Note: What follows are excerpts from interviews with CSUSB professors Michael Clarke and Matt Riggs. The topic: Performance pay at Cal State.)

Michael Clarke,
professor of public administration
"Educational institutions, as a whole, I think, are inappropriate vehicles for the use of (a merit-based pay system). ... Quality education depends on cooperation. It's very seldom ... a question of one person doing an outstanding job and given the same amount of support, and another person isn't doing an outstanding job. The reality is that you have to motivate an entire workforce. Wouldn't it be more important to ensure the motivation of the larger number of people rather than ensuring the motiva-

tion of a very small number ... This is a very fine campus to be on ... and you have a system that says, 'Well, you're not quite so wonderful after all.' But we tell you at all these staff meetings or all these convocations ... how well you're doing. We tell the press how well you're doing. We tell the politicians, "I have a wonderful faculty. Oh, by the way, it's just these 44." There's these conflicting messages coming out of that process. So I think that merit pay tends to have more of a demoralizing effect on the vast majority of employees rather than setting up a standard to which all of them can aspire. ... To improve staff morale, you're going to have to create systems where staff are seen as valued employees, where they're encouraged to participate in their job ... where teamwork is valued, appreci-

ated and rewarded ... because individuals don't necessarily achieve things without a whole bunch of people helping them. You can do it monetarily. You can give more money to a particular division. Give them a little more vacation. Let them choose the sort of equipment they get to work with or the sort of programs they get to use. ... Now in terms of the faculty, I would argue that a more effective way to use that money is for travel funds or research funds. ... There's a whole variety of other mechanisms that faculty will see as equitable and appropriate in a university setting."
Matt Riggs
associate professor of psychology
"If (the performance pay system is) really going to be motivational ... there
(continued on back)

PSYCHOLOGIST EARNS NATIONAL DISTINCTION

Diane Halpern, professor and chair of the Psychology Department at Cal State, San Bernardino, is the first woman to be honored with the Career Achievement Award from the American Psychological Association (APA) for her contribution to education. On the state and national level Halpern has served on several committees designed to shape public policy on higher education, including work with the California Postsecondary Commission, the U.S. Department of Education's National Goals for post-secondary education and the Technical Advisory Committee for the Graduate Record Examination (GRE). When the State Governors' Association endorsed a plan to assess educational outcomes in post-secondary education, Halpern chaired a national meeting on the topic and edited one of the earliest books explaining the benefits and pitfalls of educational assessment. An author of several books and articles on critical thinking and issues in education, Halpern has been on the faculty at Cal State, San Bernardino since 1981. She was selected for the award by a committee of peers who chose her based upon excellence in education and training. She is the past president of the APA's General Psychology Division and president elect of the organization's Society for the Teaching of Psychology. APA has 142,000 members. An Altadena resident, Halpern is working on her fifth book, *States of Mind: American and Post-Soviet Perspectives on Contemporary Issues in Psychology*. She is co-editing international perspectives about psychology with the head of chair at Moscow State University, Alexander Voiskounsky. Chapters have been prepared by several leading American psychologists that will be paired with post-Soviet psychologists, Halpern says. The book is due to be published in 1997. Other books she has published
(continued on back)

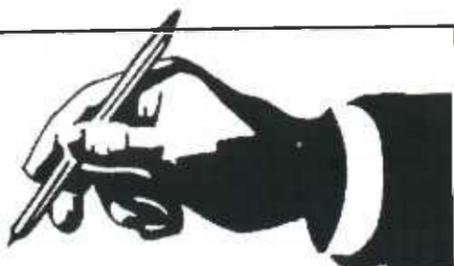
"STAGE BLOOD" IS WATER THAN THICKER



STAGES — (From left, clockwise) Deborah McFatter, Jimmie Gunther, Anne Johnston-Brown and Andy Felt appear in "Stage Blood," opening Nov. 15.

The typically wide line separating real life from the absolutely ridiculous is obliterated in the Charles Ludlam farce, "Stage Blood," opening Nov. 15 at Cal State, San Bernardino. It's Shakespeare's "Hamlet"—twisted, a realm in which one could hear, "Be to or not be to." And Ludlam uses the Bard's famous play to "echo the lives of the sorrowful actors ... who find themselves adrift somewhere in San Bernardino," say the program notes for the production. When Ludlam wrote the play he left it up to each director to decide the setting. "Stage Blood" is theatre of the ridiculous, Ludlam's forte, says director Patrick Watkins, chair for the university's theatre department. So in the play Ludlam throws together farce, melodrama, camp and backstage film comedy. "You're taking a traditional comedy and really bending it," explains Watkins. "If 'The Cosby Show' is reality, then 'Married with Children' is theatre of the ridiculous." Ludlam produced his plays for his Ridiculous Theatre Company in New York until his death in 1987. Some of his best were "Camille," "The Ventriloquist's Wife," and "Der Ring Gott Farblonjet." Ludlam starred in all his plays. "I think what he's doing in this play," Watkins says, "is mocking everything he loves about the theatre. You take the foibles of the theatre and expose them and they become less ridiculous." The six Cal State students featured in the cast are Robert Louis Oakes, Andy Felt, Deborah W. McFatter, Philip Kasinski, Jimmie L. Gunther and Anne Johnston-Brown. "Stage Blood" plays Nov. 15, 16 and 20-23 at 8:15 p.m., and Nov. 17 and 24 at 2 p.m. All shows are in the University Theatre located in the Creative Arts Building. General admission is \$10, senior citizens and CSUSB alumni are \$8, and students are \$4.

A NOTE FROM HUMAN RESOURCES



ASSISTIVE DEVICE AND TECHNOLOGY PROGRAM

Limited funds are available through the Assistive Device and Technology Program to defray the cost of providing reasonable accommodations for adaptive equipment and assistance to faculty and staff with physical or mental limitations. Pick up a proposal form and return it to the human resources department by Nov. 15. Call Twillea Carthen at Ext. 5138 with any questions.

STAFF TRAINING CLASSES

Travel Procedures. Held Nov. 12, 9-11 a.m., Sycamore Room. Workshop will cover vital information on internal guidelines governing reimbursement for travel expenses, moving allowances and contracted airfares. Receive pertinent information on the newly implemented Business Travel Account (BTA) for airfare and rail charges. Workshop #105.

On-Line Trust Fund Accounting. Held Nov. 18, 9-11 a.m., PL-1108. Workshop will focus specifically on trust fund accounts and how they differ from general fund accounts. Instruction will be given on the various report formats and their corresponding on-line screens, their interpretation, procedures for spending/depositing, and reconciling the accounts to office records. Departments that have established trust fund accounts are encouraged to send a representative to gain a better understanding of how a trust fund works. Attendees must have a "User I.D." and an "Operator I.D." with corresponding passwords established through Administrative Computing and Telecommunications, and should have personal computers equipped to access the mainframe. For further information, please contact Carmen Murillo-Moyeda at Ext. 3155. Workshop #106.

Fall 1996 Budget Workshop. Held Nov. 19, 9-11 a.m., Sycamore Room. Class designed for all responsible for the budget in their department or school. Workshop will cover the budget policy for FY 96/97, revised budget forms, on-line screens for budget and account information, Management on-line screens and Reimbursed Activity accounts (117) with the added ABR draw feature for FY 96/97. Budget Books for FY 96/97 will be available. Workshop #107.

Purchasing Procedures. Held Nov. 20, 9-11 a.m., Sycamore Room. Stay current on the policies and procedures for processing purchasing requisitions including competitive bidding requirements, purchases which require special justification, and an overview of the services available through the purchasing office. Includes information on ordering through Stockless Stores. Workshop #108.

CPR Certification. Held Dec. 3, 9-11 a.m., Sycamore Room. You should always be prepared to handle an emergency situation by learning basic first aid and CPR. Successful participants will receive a CPR certificate—valid for two years—issued by the American Heart Association. Dress comfortably. Number of participants is limited. Workshop #109.

Foundation Accounting. Held Dec. 5, 9-11 a.m., Sycamore Room. Workshop will focus specifically on Foundation Accounting procedures. Receive information on donations, purchase orders, definition of accounts, and reading Foundation financial statements. Workshop is open to those who are involved with Foundation accounts and would like to gain a better understanding of Foundation procedures. Workshop #110.

Registration Information:

Workshops are filled on a first-come basis. Employees interested in attending a workshop must complete an enrollment application. All applications must have supervisory approval and must be returned to the human resources department, SH-110. Contact Human Resources at Ext. 5138 for enrollment information.

A confirmation, either written or by telephone, will be sent to you approximately one week before the workshop. If you are unable to attend, call human resources so others may have the opportunity to attend in your place.

CONSULTANT HEADS CSUSB FUND DRIVE

Palm Desert fundraising and international trade consultant, Steve McLean, is the new director of development for CSUSB's campaign to build facilities for the Coachella Valley Center.

In addition he is overseeing fundraising for the School of Humanities at the main campus.

McLean brings nearly 25 years of experience in fundraising for educational institutions to his new position. His service has included Boston, Western Connecticut State, Yale, Midwestern State and Virginia Union universities as well as work for Pacific Oaks and Whittier colleges. He has performed short-term consulting work for numerous other educational concerns.

McLean has a bachelor's degree in history from Oklahoma City University.

FOUNDATION STARTS FREE COURIER RUN

The foundation is now delivering checks and other items to each of the five schools on campus—no charge.

The free courier service, which has been up and running for a few weeks, also will pick up any paperwork for the foundation, including small deposits. Couriers will make the rounds every Wednesday and Friday from 2:30-4:30 p.m. The items to be picked up need to be ready by 2:30.

The foundation also has consolidated its cashiering duties. Combining the central office and commercial operations into one, a cashier office is now located in the foundation building.

The office will be open from 2:30-4:30 p.m. It will accept funds for deposit to foundation accounts, dispense petty cash reimbursements, paychecks and reimbursement checks, scrip points for commuters, points for dorm students and accept lab breakage payments. Call the foundation at Ext. 7213 with any questions.

THE BULLETIN BOARD



CANNED FOOD DRIVE

Drop off any canned goods in the multicultural center for the annual food drive, which goes to Nov. 15. Donations will go into a harvest basket and be given to Option House. You can drop off your items Mon.-Thurs. from 9 a.m.-7 p.m., or Friday from 9 a.m.-4 p.m. The drive is coordinated by the Alpha Kappa Alpha Sorority.

OUTSTANDING PROF

The Outstanding Professor Committee wants to honor your favorite professor for her or his great teaching, research and service to the university. Fill out a nomination form from your school office, the library or academic personnel and return it to academic personnel by 4:30 p.m., Nov. 15.

C A L E N D A R

SATURDAY, NOV. 9

Men's Basketball.
Five Star All Stars, 7:30 p.m.

THURSDAY, NOV. 14

Talk.
"Women in History: Researching and Writing Historical Novels," by Sharon Newman, mystery writer. 6 p.m., HP-124 in Coussoulis Arena. Free. Ext. 5524.

NOVEMBER 15-17, 20-24

Theatre.
"Stage Blood," by Charles Ludlam. A backstage comedy of murder and intrigue by the "master of theatre of the ridiculous." Nov. 15, 16, 20-23 at 8:15 p.m.; Nov. 17 and 24 are 2 p.m., Sunday matinees. University Theatre. General admission \$10; senior citizens and CSUSB alumni \$8; students \$4. Ext. 5884.

MOTIVATION...

needs to be a perception of validity.

... In 'frame of reference' training the goal is to try to ensure that every supervisor is using a similar frame of reference. ...

I can offer what I think are some very strong general principles that seem to contribute to better systems. And one is participation of everybody in defining the process by which they're evaluated.

... A better evaluation instrument is one that's very specific. It gets down to defining the behaviors that are necessary to performing that job well. So the more specific and the less vague the instrument is ... the more I'm going to have the perception that this is a reflection of my actual performance. ... If a reward is going to be obtainable, I have to perceive that there's actually a contingency, a relationship between my level of performance and obtaining those rewards. ...

One thing that's demotivating ... if I'm doing a job and I'm looking at my peers, if I'm working harder than them but I know they're taking home just as much money, that's demotivating ... We don't want to treat people like rats in a cage. Yet it just seems like good, human fairness that the harder workers should receive significantly more compensation for what they do. That's motivation."

PSYCHOLOGIST...

include Thought and Knowledge: An Introduction to Critical Thinking, now in its third edition with a separate thinking skills exercise book, Thinking Critically About Critical Thinking. In addition, her text, Sex Differences in Cognitive Abilities, soon will be published in its third edition.

Halpern will receive the APA award at the national convention in August 1997, when she will present an invited address.

SATURDAY, NOV. 16

Women's Basketball.
New Zealand National Team, 7:30 p.m.

THURSDAY, NOV. 21

Women's Basketball.
St. Cloud State, 7:30 p.m.

THROUGH DEC. 16

Art Shows.
Opening exhibits for the new Robert V. Fullerton Museum. "Selma Moskowitz: Recent Paintings." Studies in perceptions of color and spatial relationships. Also, "Minoru Ohira. Recent Sculptures." Museum hours: Monday-Friday, 10 a.m.-4 p.m.; Saturday and Sunday, noon-4 p.m. Ext. 5802.

(All sports listings home games.)

RAPE FILED WITH D.A.

A date rape allegedly occurred Oct. 18 in Serrano Village and was reported by the student-victim to university police on Nov. 1, reports Dennis Kraus, chief (Campus Police). The suspect, who is not a student here, has been interrogated and the university has submitted the case with the district attorney's office. The persons involved were boyfriend and girlfriend. The student will not be identified to university officials because she wishes to remain anonymous, Kraus adds.

Kraus says "time is of the essence with all criminal investigations" because evidence can be eliminated over time, and encourages anyone who thinks they've been the victim of a crime to report it immediately to campus police.

THE FRIDAY BULLETIN

is a biweekly newsletter published for administrators, faculty and staff of California State University, San Bernardino. Next issue: **Nov. 22.** Items for publication should be submitted in writing by 5 p.m., **Tuesday, Nov. 12 to:**

Sam Romero, Editor
Public Affairs, AD-121
CSUSB
5500 University Parkway
San Bernardino, CA
92407-2397
(909) 880-5007
Fax (909) 880-7043
Vol. 31, No. 21