



Lindero Hall After Renovation



California State
University

Division Of
**FINANCE &
ADMINISTRATION**

C H A N N E L
I S L A N D S

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**INSIDE THIS
ISSUE:**

| | |
|-------------------------------------|---|
| Building Capacity for Change | 1 |
| Finance | 2 |
| Did You Know... | 2 |
| Human Resources Programs | 2 |
| Operations, Planning & Construction | 3 |
| Public Safety | 3 |
| University Glen | 3 |
| Staff Kudos | 4 |
| Division Mission Statement | 5 |

***There's a rainbow in
the sky...all the time***

- Ziggy Marley

Many thanks to the DFA staff who worked tirelessly and heroically in the midst of the Springs Fire.



Building Capacity for Change

At the recent DFA meeting, communication expert Sarita Maybin provided our team with tips and strategies for responding to workplace challenges. One of the highlights was referred to as:

The "3 P's"

- ⇒ **Personal** - remember that it's not about you!
- ⇒ **Permanent** - remember that "this too shall pass."
- ⇒ **Picture** – how important is the situation in YOUR big picture.

And...

Five Ways to Rekindle Passion for Your Career

1. Set a worthy goal and meet the challenge
2. Teaching is a two-sided coin; when you teach, you also learn
3. Nourish yourself with those things that you love to do
4. Serve
5. Practice an attitude of gratitude

For more information about Sarita, visit her web site at:

<http://www.saritamaybin.com/>

Mission:
We are committed to providing expertise, guidance, and support in a wide variety of functions for internal and external customers.



Missy Jarnagin with Dr. Sawyer at the Maximus Awards



Noel and students from the 2011 Kilusan Pilipino Student Organization

HRP's Mission:
We are committed to creating a consistently cooperative work environment that supports CI's mission by providing quality personalized guidance and support to our faculty and staff.

Finance

- Congratulations to Missy Jarnagin, recent candidate for the 10th Annual Maximus Award. The award ceremony was hosted by the CI Student Government on April 5th. This nomination recognizes faculty, staff, and students whose substantial contributions impact student success.
- The new Finance and Human Resource (HRP) Council replaces the previous F&A Forum group. The quarterly meetings provide Finance and Human Resources information to end users on campus.
- Janson Chapman, University Budget Analyst, began his work in the Finance Department in February. He will be supporting the budget development process on various projects.
- Finance's new student assistants are located in the front office of Lindero Hall. If you haven't already done so, stop by and say hello.

Did you know...CI has a Property Coordinator?



Noel Buena joined the CSU family 28 years ago, starting in the IT department at CSUN. In 1999, he began his work at CI, and currently is working as the *Property Coordinator*. In this role, he collaborates with Procurement Property Management to implement property procedures.

Noel plays a part in the first steps towards the survey process, which includes storage and disposal of furniture and auditing. There are many background duties, too, such as tracking and tagging assets and organizing

surplus. Other projects require coordination with the OPC work center.

Noel is also a mentor to students in his role as club advisor for the *CI Kilusan Pilipino Student Organization*, which began in 2010. This multicultural club promotes the Filipino culture, and participates in a number of activities. One of these is the Annual Filipino Culture Night, which includes dance performances and a favorite dish called lumpia. This group also takes part in *Relay for Life*.

Human Resources (HRP)

- The Human Resources annual CalPERS Retirement workshop was held in March, with 66 employees in attendance. This free educational class provides information and assistance to employees who are planning and preparing for retirement.
- The Staff Service Awards and Faculty Commemoration was held on April 9th. This marks the first year that faculty was recognized in this venue. The red carpet event honored 130 employees, with 67 from the Division of Finance & Administration, including two from HRP; Diana Enos for 10 years of service and Ria Fidler for 5 years.
- HRP has initiated a LEAN project that will streamline the employee requisition process. The vision is to create an innovative solution to improve efficiency while enhancing customer service.
- The Student Assistant Compensation Plan was updated and posted on the Human Resources web site. This plan is a guide about administering compensation for student workers who are classified as Student Assistants or Work Study Student Assistants.
- The New Hire Orientation takes place twice annually and is designed to provide an overview of CI, including information about health and life insurance benefits, flexible spending accounts, retirement savings plans, gym memberships, CI policies, and more.

Operations, Planning & Construction

- The American Public Works Association (APWA), Ventura County Chapter, has awarded OPC with the 2012 Project of the Year award for the new 4-lane Entrance Road. The award recognizes this outstanding project for integrating flood control, habitat restoration, sustainability, and historical preservation.
- OPC received the 2012 Tree Campus USA Recognition award from the Arbor Day Foundation. This national program is honoring CI for improving the environment and quality of life through sustainable campus forestry. This includes the promotion of healthy trees and the engagement of students and staff in the spirit of conservation. We would like to recognize John Fluharty and Tiffany Smith for their hard work to see this project through.
- In the past CI has hosted a number of crews who film television shows, movies, and music videos. Some of these include *Pearl Harbor*, *The Ring*, *Buffy The Vampire Slayer*, and *The Biggest Loser*. Most recently Fox TV visited the campus to film a TV pilot titled *Enlisted*.
- Two major projects were completed recently; the Boating Instruction & Safety Center (BISC), and a secondary source of campus power.
- Congratulations to Rosalina Sarreal and Bobby Perez for being recognized as the OPC Core Value Winners. These two employees have dedicated themselves to conferring excellent customer service.

Public Safety

- The Public Safety Unit consists of University Police, Transportation & Parking, Special Events, Emergency Management, and Environmental Health & Safety Services.
- April was *National Distracted Driving Awareness Month*, and University Police distributed informational flyers to students about the danger of using cell phones while driving. This activity is the cause of nearly 1 out of every 4 automobile crashes. <http://focusdriven.org/>
- Bill Kupfer will be facilitating a Chancellor's Office audit for Hazardous Materials Management, which begins in May .
- In March, Chief John Reid hosted *Recognizing and Preventing Violence in the Workplace*.
- Parking Services now offers on-line permit sales. <https://ci.t2hosted.com/cmnp/index.aspx>.
- You can now follow the Police Department on Twitter by going to @CI_POLICE.
- The system-wide CSU Police running team, anchored by CI Officers Arnie Camp and Greg Reynolds, Chief John Reid, and Lieutenant Mike Morris, won first place in their division during the grueling annual *Baker to Vegas Challenge Cup Relay*.
<http://www.calstate.edu/CSULeader/2013/4182013.shtml>

University Glen

- Islands Café featured a variety of strawberry-themed food at its 2nd Annual Strawberry Festival held on April 9th.
- The Homeowners Advisory Council met on March 27th with over 50 homeowners and renters in attendance. A revised plan was presented about providing student housing in the Town Center.
- Pizza 3.14 has been very successful since its opening. There have been various promotions for both Albert Einstein's birthday and March Madness. This fun restaurant offers handmade pizza with a choice of toppings, including vegan cheese and nut-free basil pesto. Hours of operation are 10:30 a.m. to 8:00 p.m. For evening delivery, call 437-3674.



Noel Coronado and Charissa Barnhart from University Glen Corp.

Mission:
OPC supports CI stakeholders by providing highest quality service by practicing excellent workmanship, exhibiting forward vision, using resources effectively and efficiently and continuously improving the quality of service.



Arbor Day Foundation

Mission:
Public Safety, in partnership with its student-centered community, ensures a safe and secure campus environment.



Baker to Vegas

Mission:
University Glen Corporation supports the mission of California State University Channel Islands by providing our students, faculty, staff, and guests with a variety of high quality services in a fiscally responsible way that complements and enhances the educational mission of the University.



Staff Kudos:

OPC



We would like to thank the OPC staff for helping to renovate Lindero Hall. In addition to the Vice President's Office, the Finance, Fiscal Services, and Procurement and Contract Services departments are now located in Lindero Hall.

Vice President's Office



The DFA would like to recognize Dr. Dawn Newman, Provost and Vice President for Academic Affairs, for her dedication to the CI campus. Since 2008, Dr. Neuman has worked to create academic programs and activities, and has supported faculty and staff in maintaining high quality teaching. When not in her office, Dr. Neuman enjoys campus events such as the Island View Orientation.

Finance



Welcome Angela Sanchez, Accounts Payable Technician for the Procurement and Contract Services Department.



The Finance Team would like to welcome Janson "Jay" Chapman, University Budget Analyst.

Public Safety



A warm welcome to our newest members: Rubin Lino, Public Safety Officer for Transportation and Parking; Maggie Tougas, Special Consultant as the new CI Emergency Manager; and Manny Ramos, Health and Safety Manager.



Congratulations to officers Dan Borgstrom and Garrett Brownfield for being honored by *Mothers Against Drunk Driving* (MADD). Pictured from left: CI Lieutenant Michael Morris, Officers Dan Borgstrom and Garret Brownfield, and Chief John Reid.



We are pleased to announce that Vanessa Songer has been selected as the *Dispatcher of the Year*. She was recognized at the annual banquet held at the Ventura County Deputy Sheriff's Association on April 11th. We appreciate her dedication as a team member.

Mission Statement

We support CI's academic mission by transforming the delivery of services through continuous improvements, providing a foundation that is knowledge driven, flexible in approach, and entrepreneurial in spirit.

Vision Statement

We are the recognized leader for delivery of outstanding services to our campus community.

Our Core Values

*We value a **People-Centric** perspective that includes **Teamwork, Collaboration, and Relationships** across campus.*

*In addition, we value **Excellence** that is exhibited through **Efficiency, Accountability, and Conscientiousness.***

*The **Spirit** of our Division is reflected by*

Fun, Magic, Pride, and Integrity

We also commit ourselves to these qualities:

- ~ *Timeliness* ~ *Safety and Quality* ~ *Compassion*
- ~ *Trust and Respect*



CI's Safe Spring Break Event

CHP Officer David Kelly, CI Officer Garrett Brownfield, CHP Officer Steve Reid, CI Lieutenant Michael Morris, and CI Officer Arnie Camp.



OPC ladies Elizabeth Silva & Angela Azevedo



Christy Gonzalez, SBS & Ria Fidler, HRP

Questions or
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