A Word from our Vice President...

Dear A&F,

At the A&F Town Hall meeting on Aug. 15, I announced an exciting new initiative for employee-based training called the Employees’ University.

This comprehensive employee development program will be aligned with University goals and strategies, and will have a sequential curriculum culminating in recognition of professional development in specified areas. The Employees’ University is designed to meet the continuing development needs of all employees and will be available right here on campus.

As we move ahead with plans for the Employees’ University we have set up a Governing Council to be the ongoing operating body. The Governing Council is responsible for decisions affecting all aspects of the Employees’ University including curriculum and certificate content, course approvals, offerings and schedules, accreditation, trainer selection, alignment with A&F management strategies, and evaluation.

Members of the initial Employees’ University Governing Council are:

Fran Barron
Irene Donner
Catherine Dunham
Wanda Humphrey
Edlyn Louie
Chris Mabie
Rowena Manalo
Tiffany Mikami
Malik Nish
Ed Park
David Rourke
Caitlin Steele

It is an honor and privilege to be working with you.

Best Regards,
Ronald S. Cortez
Vice President & CFO

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Everyone is encouraged to email submissions or ideas for future newsletters to: adminfin@sfsu.edu
Congratulations to our “Newsletter Naming” Contest Winner:

Sri Ramya Bachu Venkata
IT Consultant, Dolt

Sri received a $50 gift card to the SF State Bookstore for coming up with the winning name. Thanks Sri!

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Employee Profile

Michael Lam,
Lead ITC, Fiscal Affairs Business Systems

I have been working for Fiscal Affairs for 13 years. I am the Lead ITC in Fiscal Affairs Business Systems where I manage all Fiscal Affairs’ and UCorp systems servers, desktops and websites. I also manage the Finance Reporting (OBIEE) and the CFS / Fiscal Affairs Help Desk. I love doing the work I do; our Fiscal Affairs and campus users are great to work with, and I can’t ask for a better environment.

I’m married with two beautiful girls; they are 3 and 7. If you see a 7 year old girl (wearing glasses) running around the hall in front of our VP Ron Cortez’s office, it’s probably my daughter here visiting me.

For fun, I just started playing basketball and badminton (when possible) on Friday’s with campus staff.

Shop24 Grand Opening
Fri., Sept. 6th
11am – 1pm

You’re all invited to the Grand Opening of an exciting new food option on campus – Shop24. In celebration, FREE food items (1 per person) will be given out, first come/first serve, between 11am-1pm.

Shop24 is an automated convenience store serving approx. 200 different food, beverage and convenience items. It is open 24/7 and accepts cash, credit cards, and OneCard Gator Dollars. It is conveniently located between the Library & the Administration Buildings.

Contact: gator@sfsu.edu
Facebook: https://www.facebook.com/sfsugatorgroup
Twitter: https://twitter.com/SFSUGatorGroup
Wordpress: http://sfsugatorgroup.wordpress.com
Instagram: http://instagram.com/sfsugatorgroup

Photos by: Chris de la Torre
CSU Chancellor Timothy P. White to visit SF State campus Sept. 3-4

Over the course of his first year of service, California State University Chancellor Timothy White has been visiting each of the 23 CSU campuses. He will visit SF State on Sept. 3 and 4. During his visit, Chancellor White will participate in various events and forums with members of the campus community, including students, faculty, staff, union representatives, community members, elected officials and alumni. He will also tour our facilities and learn about faculty-student research collaborations.

All A&F members are invited & encouraged to attend the Faculty & Staff Reception with Chancellor White on Tues., Sept. 3 5:00pm - 6:00pm Jack Adams Hall - Cesar Chavez Student Center

Great News from Fiscal Affairs

Fiscal Affairs, in conjunction with the Financial Aid office, have been working very hard over the last couple of years to encourage students to sign up for direct deposit. Disbursements made via Direct Deposit save time and money for everyone involved. Their work has really paid off. Nearly twice as many students are using direct deposit now than were just two years ago. Great teamwork!

% of students

<table>
<thead>
<tr>
<th>Year</th>
<th>Using Direct Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013</td>
<td>85%</td>
</tr>
<tr>
<td>2012</td>
<td>69%</td>
</tr>
<tr>
<td>2011</td>
<td>45%</td>
</tr>
</tbody>
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Did You Know...

• 49% of SF State Freshman live on Campus
• 63% of SF State residents are female
• almost half (46%) of SF State’ resident students are from southern California
• SF State collects 15,000 gallons of rainwater and uses it to water the landscaping on campus
• we have a forest of 2000 trees to care for on our campus
• there are 70,000 unique devices connected to SF State’s wireless network last year
• SF State’s footprint grew 50% in the last 10 years
• SF State diverts 72% of its waste from the landfill
Stop and Stretch!
Stretch Break Pro

Stretch Break Pro, a computer program that reminds users to take periodic breaks, provides health tips and suggests specific stretches, is now available to all members of the campus community free of charge. Faculty, staff and students may download the software and install it on their work and home computers. Follow the instructions on the Tech Central website to download Stretch Break Pro.

Sustainable SF STATE

News from the Office of Sustainability:

- New Sustainability Coordinator – Nick Kordesch.
- Reduced water usage from 9 million gallons a year in 2008 to 6 million gallons in 2012.
- Princeton Review Honor Roll three years in a row (’12-'14)
- 11 new water bottle filling stations were installed in the academic buildings this summer http://www.sfsu.edu/~sustain/
- SF State has been awarded the distinction of hosting the California Higher Education Sustainability Conference, summer 2015
- A lovely community garden was planted behind Mary Park Hall by student volunteers last week during One Community Day.

Caitlin Steele, Sustainability Programs Manager
Contact: 415.405.3868
Website: www.sfsu.edu/~sustain
Facebook: https://www.facebook.com/greensfsu
**Computer Security**

Like other entities and universities worldwide, San Francisco State is seeing an increased amount of cyber-attacks. These attacks range from attempting to steal sensitive data to taking over machines for other objectives. Once compromised, attackers use the machine’s capabilities in different ways – they may include further re-using the machine to attack other entities, installing software to monitor activity on the local machine or network, or re-selling the machine’s capabilities to other attackers. These objectives further depend on the long and short-range goals of the attackers, which may be monetary gain, data theft, or social and military activism. Both technical and social techniques are used by attackers to trick users into revealing sensitive information, and/or install malicious software that typically will take advantage of software vulnerabilities that users don’t know exist on their machines. Some protective measures you can take:

**Avoid being a victim.** “Phishing” is a common social engineering technique to get you to reveal sensitive information. Please see guidance on what phishing is and how to avoid being a victim at:

http://tech.sfsu.edu/it/guides/phishing#what
http://tech.sfsu.edu/it/guides/phishing#victim

**Keep your password secure and hard to guess** – please see password guidance at http://tech.sfsu.edu/policy/safeguarding-information#passwords. Remember that SF State will never e-mail you to request that you send personal information in a reply or through a non-SF State website. Do not reply to any e-mail with personal information. If you have reason to believe the source is legitimate, call them directly.

**Make sure your computer, applications and browser are up to date with the latest security patches** – Qualys Browsercheck provides a free tool that scans and returns insight to missing patches; this link has been customized for use for just SF State users:

https://browsercheck.qualys.com/?uid=6b161ff31999fba5d516196c4d77ee3b

**Encrypt using native operating system encryption** - [https://sites.sfsu.edu/doit/security-policies/guardinginfo.html](https://sites.sfsu.edu/doit/security-policies/guardinginfo.html). Under California Law, this control alone can prevent a breach disclosure notification if in place.

**Make sure your local firewall is enabled** - [https://sites.sfsu.edu/doit/secureyourcomputer.html#firewalls](https://sites.sfsu.edu/doit/secureyourcomputer.html#firewalls). Keep a virus malware protection program running at all times, scanning regularly - [https://sites.sfsu.edu/doit/downloads/av](https://sites.sfsu.edu/doit/downloads/av).

Under California and federal law, certain breach events may require in a formal notification to impacted individuals whose information might have been on the compromised machine. Report suspicious activity to incident@sfsu.edu

SF State’s Information Security Program page is at: [https://sites.sfsu.edu/doit/infosecurity.html](https://sites.sfsu.edu/doit/infosecurity.html)

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**Dates to Remember:**

**September 3**
Staff & Faculty Reception with Chancellor White

**September 6**
Shop 24 Grand Opening

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**A&F Recruitment:**

Associate VP, Human Resources
Internal Auditor
Q & A of the Month:

Submitted by:
Alexis Wilson, Human Resources

Q: I am so impressed with the campus’s award winning grounds and would love to see the landscaping alongside Holloway Avenue in front of the Administration Building developed to reflect that same lushness and color. Are there any plans for improvements to this very public approach to campus?

Answered by:
Phil Evans, Director, Site Planning
John Cahill, Grounds Operation Manager

A: The gardens we have planted along the Holloway frontage of the campus are typical of the new breed of landscapes emerging all around the Bay Area, and reflecting a conscientious focus on sustainability. These gardens, and those all around the Library, are using less drinking water and supplying a more complex and ecologically rich environment.

While these gardens have a different look from the lush and shady flower beds in other areas on campus, they are part of what we call our “Pollinator Perimeter”, one of our many flagship projects demonstrating best practices in stewardship of urban land.

Watch these gardens change in appearance through the seasons, as new shoots emerge from winter dormancy, special buds form and develop into flowers, flowers turn to seeds, and dead stalks or twigs are gathered by birds for nesting!

We have placed educational signs in many of the campus demonstration gardens, and we are in the process of developing web information to let the campus community know more about the design intent behind our plantings.

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Please submit your questions to:
adminfin@sfsu.edu