

3-2013

# Administration and Finance Division Newsletter, Mar. 2013

San Jose State University, Administration and Finance Division

Follow this and additional works at: [http://scholarworks.sjsu.edu/adminfinancediv\\_newsletter](http://scholarworks.sjsu.edu/adminfinancediv_newsletter)



Part of the [Higher Education Administration Commons](#)

---

## Recommended Citation

San Jose State University, Administration and Finance Division, "Administration and Finance Division Newsletter, Mar. 2013" (2013).  
*Administration and Finance Division Newsletter*. Paper 6.  
[http://scholarworks.sjsu.edu/adminfinancediv\\_newsletter/6](http://scholarworks.sjsu.edu/adminfinancediv_newsletter/6)

This Newsletter is brought to you for free and open access by the Administration and Finance at SJSU ScholarWorks. It has been accepted for inclusion in Administration and Finance Division Newsletter by an authorized administrator of SJSU ScholarWorks. For more information, please contact [scholarworks@sjsu.edu](mailto:scholarworks@sjsu.edu).



# Facilities Development & Operations

MySJSU

Athletics

Give to SJSU



## Navigate

◀ BACK to March 2013 Newsletter

## Facilities Development & Operations

[Finance](#)

[Information Technology Services](#)

[Spartan Shops](#)

[Human Resources](#)

[University Police Department](#)

[Office of the Vice President](#)

## Drilling of Wells

You may have noticed there were drilling rigs on campus near the Engineering Building and at South Campus. We were not drilling for oil, instead, we were drilling out two wells that were 250 ft. and 650 ft. deep. One of the wells dates back to 1954, and the other pre-dates any records and was likely a farming well from the 1800's.

The wells were drilled out, exploded with dynamite and filled with concrete. County regulations require that wells not in use, must be disposed of in this manner. For safety reasons, it is important to ensure that no inappropriate materials find their way into the wells which could lead to a contaminated ground water system.

While we won't see any revenues from oil drilling, we have ensured that our ground water system is healthy and not exposed to environmental contamination.

### Information for

[Alumni](#)  
[Current Students](#)  
[Donors](#)  
[Faculty & Staff](#)  
[Future Students](#)  
[Researchers](#)

### Colleges

[Applied Sciences & Arts](#)  
[Business](#)  
[Education](#)  
[Engineering](#)  
[Humanities & the Arts](#)  
[International & Extended Studies](#)  
[Science](#)

### Quick Links

[A-Z Index](#)  
[Academics](#)  
[Bookstore](#)  
[Budget Central](#)  
[Calendars](#)  
[Careers & Jobs](#)  
[King Library](#)  
[Parking & Maps](#)

### Contact us

[Contact Form](#)  
[Directory](#)  
[Report A Web Problem](#)



SAN JOSÉ STATE  
UNIVERSITY

One Washington Square,  
San Jose, CA 95192  
408-924-1000

Last Modified: Aug 5, 2013  
©2013



About Our Division ▾ Division Service Groups ▾

[SJSU Home](#) > [Administration and Finance Division](#) > [About Our Division](#) > [Division Newsletters](#) > [March 2013 Newsletter](#) > [Human Resources](#)

## Human Resources

MySJSU

Athletics

Give to SJSU

### Well U - Healthworks By Kaiser Permanente

It's not too late to complete the online health assessment or enroll in a healthy lifestyle program and get on a path to better health.

Check out [Upcoming Well U Events](#) for more information.

Congratulations to our monthly drawing winners! Each received a \$50 Visa Reward Card.

#### Online Total Health Assessment Winners:

- Wendy Dunn - Athletics
- Deborah Weber - TV, Radio, Film & Theatre
- Janikke Klem - University Advancement

#### Healthy Lifestyle Programs Winners:

- Margaret Soto - Office of the President
- Dan Soriano - Facilities Development & Operations
- Divina Lynch - University Library

### Benefits Alert From the State Controller's Office

Due to a systems error in my CalPERS, the State Controller's Office (SCO) has identified almost 300 outstanding transactions that include new hire, retroactive and open enrollment transactions for health, dental, and flexible spending plans (HCRA/DCRA).

In an effort to resolve this issue, the Chancellor's Office is working closely with the campuses and the SCO. If you enrolled in a health plan or made open enrollment changes that have not been processed, please contact your benefits representative at (408) 924-2250.

### CONCERN: EAP Newsletters

SJSU Human Resources has partnered with CONCERN over the past 11 years to provide an employee assistance program focused on workplace health and productivity. One example of the many resources and services available is LifeAdviser. LifeAdviser is CONCERN's online resource center that provides free access to information, and tools focused on everyday work and life issues. Learn more about [LifeAdviser](#).

LifeAdviser newsletters (Balanced Living and Workplace Employee) are examples of the many valuable resources made available each month. Balanced Living focuses on issues for the whole family while Workplace Employee offers monthly tips for success in the workplace.

So set aside a few minutes today and check out the [March 2013 newsletters](#) from CONCERN.

#### Navigate

◀ [BACK to March 2013 Newsletter](#)

[Facilities Development & Operations](#)

[Finance](#)

[Information Technology Services](#)

[Spartan Shops](#)

**[Human Resources](#)**

[University Police Department](#)

[Office of the Vice President](#)

#### Information for

[Alumni](#)

[Current Students](#)

[Donors](#)

#### Colleges

[Applied Sciences & Arts](#)

[Business](#)

[Education](#)

#### Quick Links

[A-Z Index](#)

[Academics](#)

[Bookstore](#)

#### Contact us

[Contact Form](#)

[Directory](#)

[Report A Web Problem](#)



SAN JOSÉ STATE  
UNIVERSITY

One Washington Square,

[Faculty & Staff](#)  
[Future Students](#)  
[Researchers](#)

[Engineering](#)  
[Humanities & the Arts](#)  
[International & Extended Studies](#)  
[Science](#)  
[Social Sciences](#)

[Budget Central](#)  
[Calendars](#)  
[Careers & Jobs](#)  
[King Library](#)  
[Parking & Maps](#)

San Jose, CA 95192  
408-924-1000

Last Modified: Aug 5, 2013  
©2013

## Spartan Shops



### Street Eats

Street Eats is back! Find out where [Street Eats](#) will be next, and what delicious meals we'll be grilling up including Vietnamese Sandwiches and Gourmet Burger Bars.



### Art & Dine Festival

The Art & Dine Festival is back on March 6, from 11:00am to 2:00pm near MacQuarrie Hall. The Art & Dine Festival will be on campus the first Wednesday of each month, bringing the SJSU community together to celebrate art, music and food! Browse SJSU student artists and their artwork, enjoy music performed by our SJSU musicians, and taste delicious gourmet food.

### Spartan Bookstore's Spring Break Hours

Spartan Bookstore will be closed Monday, March 25, through Monday April 1, for Spring Break and Cesar Chavez Day. Web orders will still be processed during that week.



### Spartan bBBookstore's T-Shirt Sale

Get ready for warmer weather with our 25% off tees sale from March 18 through March 24! Choose from a variety of tees, including the popular Champion SJSU tee, available in multiple colors. Discount does not apply to clearance items.

### Technology Center's Education PLUS Promotion

At Spartan Bookstore's Technology Center, take advantage of our Education PLUS promotion and take an additional \$25 off all Apple MacBook Pros, on top of the faculty and staff educational price! Receive \$25 off all iPads, including iPad Minis.



### Spartapalooza - Wellness Festival

The annual Student Health Center Spartapalooza Wellness Festival is coming soon! Come and visit the interactive booths, learn about campus resources, enjoy music, giveaways and special prizes.

**Thursday, March 14**  
**10:00am-2:00pm**  
**Student Union Ballroom**



### Sustainability News

Spartan Shops now sources all-natural, additive-free, hormone-free, antibiotic-free beef from Creekstone Farms.

Tully's Coffee hot beverage cups are now 100% compostable. Get them at On Fourth Café and the Dining Commons.

We are using Got Grease? to recycle the grease from our kitchens into biodiesel.

Check out our monthly sustainability newsletters online and get tips on how to live a green lifestyle, nutritional facts, and also to look into our sustainable practices right here on campus.

MySJSU

Athletics

Give to SJSU

### Navigate

◀ [BACK to March 2013 Newsletter](#)

[Facilities Development & Operations](#)

[Finance](#)

[Information Technology Services](#)

**Spartan Shops**

[Human Resources](#)

[University Police Department](#)

[Office of the Vice President](#)

---

**Information for**

[Alumni](#)  
[Current Students](#)  
[Donors](#)  
[Faculty & Staff](#)  
[Future Students](#)  
[Researchers](#)

**Colleges**

[Applied Sciences & Arts](#)  
[Business](#)  
[Education](#)  
[Engineering](#)  
[Humanities & the Arts](#)  
[International & Extended Studies](#)  
[Science](#)  
[Social Sciences](#)

**Quick Links**

[A-Z Index](#)  
[Academics](#)  
[Bookstore](#)  
[Budget Central](#)  
[Calendars](#)  
[Careers & Jobs](#)  
[King Library](#)  
[Parking & Maps](#)

**Contact us**

[Contact Form](#)  
[Directory](#)  
[Report A Web Problem](#)



**SAN JOSÉ STATE**  
UNIVERSITY

One Washington Square,  
San Jose, CA 95192  
408-924-1000

Last Modified: Aug 5, 2013  
©2013



# Finance

MySJSU

Athletics

Give to SJSU

## Spring 2013 What's Up? Presentation

Held twice a year, the Finance What's Up? presentation is designed to keep the campus informed of the latest news, updates, and goals for the departments within our service group.

All members of the campus community with procurement, accounting or budget responsibilities are encouraged to attend. We hope to see you there!

Check out Finance's previous [What's Up? Presentations](#). If you have any questions, please contact [Finance Connect](#) at (408) 924-1558.

**Monday, April 22, 2013**

**10:30 a.m. to 12:00 p.m. (New Time)**

**ENG 189**

## Expiration of IRA and Course Fee Funds

Last Fall, SJSU implemented a new student fee, the Student Success, Excellence & Technology Fee (SSETF). At that time, the Instructionally-Related Activities (IRA) Fee and Miscellaneous Course Fees (except field trip fees) were no longer charged. Their purposes are now encompassed by the SSETF.

Departments should expend any remaining balances in IRA and Miscellaneous Course Fee funds by June 30, 2013. These funds will expire at that time and any remaining funds will revert to the SSETF fund and be considered available for allocation through the SSETF proposal process.

Please contact the [University Budget Office](#) at (408) 924-1558 if you have any questions.

## Online Textbook Purchases for Students

As you may recall from the August newsletter, the Bursar's Office partnered with Spartan Shops to offer students the option to purchase textbooks and supplies at the Spartan Bookstore or online. Those charges are posted directly to student accounts. For the Fall 2012 and Spring 2013 semesters, students charged a total of \$301,600 in books and supplies at the Spartan Bookstore under the program. Between 600 and 650 students used this service each semester.

## Partnership with peerTransfer™

In September we announced that the University has partnered with peerTransfer™ to offer an innovative and streamlined way for students to make international tuition, fee and housing payments. To date, we have received over \$1.1 million in wire transfers.

### Navigate

◀ [BACK to March 2013 Newsletter](#)

[Facilities Development & Operations](#)

**Finance**

[Information Technology Services](#)

[Spartan Shops](#)

[Human Resources](#)

[University Police Department](#)

[Office of the Vice President](#)

### Information for

[Alumni](#)  
[Current Students](#)  
[Donors](#)  
[Faculty & Staff](#)  
[Future Students](#)

### Colleges

[Applied Sciences & Arts](#)  
[Business](#)  
[Education](#)  
[Engineering](#)  
[Humanities & the Arts](#)

### Quick Links

[A-Z Index](#)  
[Academics](#)  
[Bookstore](#)  
[Budget Central](#)  
[Calendars](#)

### Contact us

[Contact Form](#)  
[Directory](#)  
[Report A Web Problem](#)



SAN JOSÉ STATE  
UNIVERSITY

One Washington Square,  
San Jose, CA 95192  
408-924-1000



About Our Division ▾ Division Service Groups ▾

[SJSU Home](#) > [Administration and Finance Division](#) > [About Our Division](#) > [Division Newsletters](#) > [March 2013 Newsletter](#) > [Information Technology Services](#)

# Information Technology Services

[MySJSU](#)

[Athletics](#)

[Give to SJSU](#)

## Rooms for Improvement

In support of three goals from the SJSU Strategic Plan: Vision 2017 - Agility through Technology, Unbounded Learning, and 21<sup>st</sup> Century Learning Spaces; the Next Gen Technology Project has delivered five Next Generation Learning Spaces for use for Spring 2013 instruction.

Through a collaborative effort with ITS, Academic Technology, FD&O, and vendor resources, the project team designed and installed upgrades to existing classrooms to support the instruction that integrates technology components to provide instructors with high definition audio/visual, recording, and communication resources to allow delivery of instructional content. This content can be viewed real-time in the learning space and remotely via WebEx or telepresence video sessions and also recorded for later review via the new SJSU VideoShare System, a campus private YouTube-type system for sharing video content built on Cisco video technology.

The five Next Generation Learning Spaces that were enhanced for Spring 2013 were:

Morris Dailey Auditorium	850 Seat Auditorium
Clark 238	44 Seat Classroom
Sweeney Hall 435	50 Seat Classroom
Dwight Bentel Hall 225	50 Seat Classroom
MacQuarrie Hall 526	20 Seat Classroom



Plans for enhancement of additional lecture capture learning spaces to be completed during Summer 2013 include:

Science 142	250 Seat Auditorium
Washington Square 109	200 Seat Auditorium
Engineering 189	150 Seat Auditorium
Moss Landing Marine Lab 109	30 Seat Classroom

## Navigate

[BACK to March 2013 Newsletter](#)

[Facilities Development & Operations](#)

[Finance](#)

[Information Technology Services](#)

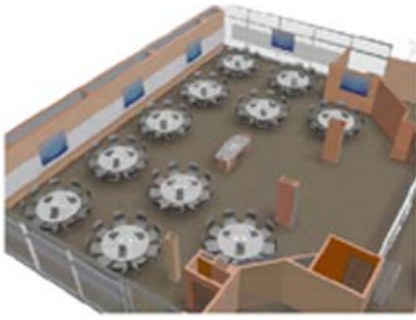
[Spartan Shops](#)

[Human Resources](#)

[University Police Department](#)

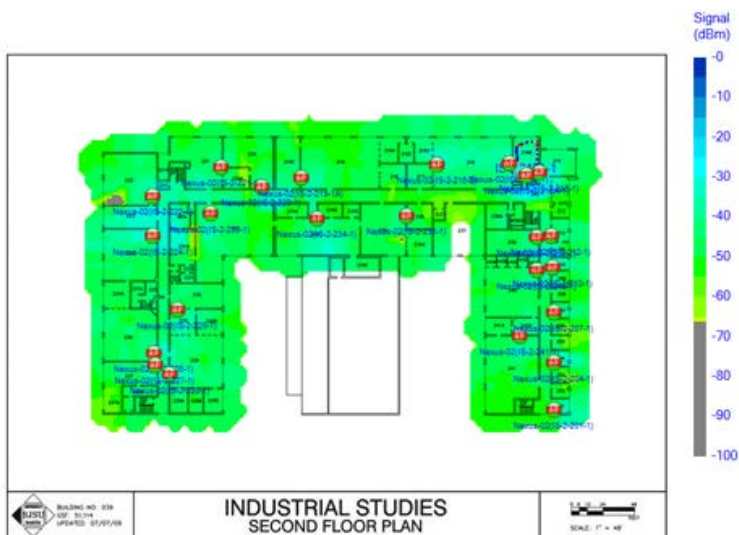
[Office of the Vice President](#)





The Next Gen Technology Project is also looking to provide enhancements and deliver 5 additional learning spaces in Summer 2013 that match technology to collaborative learning methods. This teaching style has most of the delivery of instructional content delivered outside of class and focuses class sessions on group interaction with instructor facilitation. A blend of specialized furniture and audio/visual equipment networked in the space can provide for effective collaboration of individual group activities with presentation to the entire class. Selection of the classrooms targeted for these enhancements is underway.

The Clark 118 Training Room is equipped with Next Generation technology and is being used for learning about the enhanced technologies in the Next Generation Learning Spaces. Academic Technology is preparing training materials and workshops to provide instruction on usage of these technologies. We invite you to visit [Next Generation Learning Spaces](#) to learn more.



## Wireless Wherever

The Next Gen Technology Project has the goal to increase the coverage and capacity of the campus wireless network to make wireless wherever a reality. This will involve conversion of the current wireless network to Cisco technology and installing nearly 4 times the number of wireless access points (WAP) that are currently deployed. A WAP is the receiver that communicates with the wireless transmitters in mobile devices like laptops, tablets, and smartphones to provide network connectivity to campus and internet resources.

The first step in the process was to complete wireless coverage assessments in 42 campus buildings on the main campus, south campus, and remote locations such as Moss Landing Marine Labs, 210 4th Street, and Reed Hillview Aviation. Engineering teams performed wireless radio measurements in each room of each building and used the results to determine the optimal location for wireless access points to be placed.

The assessment process provided the design for the new wireless network and ITS has been installing network cabling to the new WAP locations. Work on this phase of the process will continue through Spring.

The next step, which is in the testing phase, is to enable the Cisco core wireless network technology to communicate to the WAPS and authenticate users for controlled access.

Once this is completed, we can begin the conversion to the new wireless network which is scheduled for later this Spring. Because the conversion will involve outages, the work will be scheduled during off-hours, on a building-by building basis in coordination with building occupants.

More project information and the latest updates is available at [Wireless Network Expansion](#).

## Campus Online Directory Gets Refreshed

The basic functionality of finding SJSU employee phone numbers, email addresses and location is available online at the [San José State University Directory](#). Improvements have been made including:

- Search finds results based on "contains" instead of "starts with" criteria
- Search result set is sorted alphabetically in order of last name, first name
- Phone numbers are displayed in a 9 digit format

---

### Information for

[Alumni](#)  
[Current Students](#)  
[Donors](#)  
[Faculty & Staff](#)  
[Future Students](#)  
[Researchers](#)

### Colleges

[Applied Sciences & Arts](#)  
[Business](#)  
[Education](#)  
[Engineering](#)  
[Humanities & the Arts](#)  
[International & Extended Studies](#)  
[Science](#)  
[Social Sciences](#)

### Quick Links

[A-Z Index](#)  
[Academics](#)  
[Bookstore](#)  
[Budget Central](#)  
[Calendars](#)  
[Careers & Jobs](#)  
[King Library](#)  
[Parking & Maps](#)

### Contact us

[Contact Form](#)  
[Directory](#)  
[Report A Web Problem](#)



**SAN JOSÉ STATE**  
UNIVERSITY

One Washington Square,  
San Jose, CA 95192  
408-924-1000

Last Modified: Aug 5, 2013  
©2013



# University Police Department

MySJSU

Athletics

Give to SJSU



## SJSU Commuter Vanpools

Enjoy a direct ride to SJSU in a large passenger van from Modesto, Manteca, Tracy, and Pleasanton.

The statewide average price of gasoline (as of 2/18/13) is now \$4.15 per gallon. If you commute to work or class from the Central Valley, you may be able to save money and time by carpooling with fellow co-workers and classmates in an SJSU Vanpool.

SJSU Commuter Vanpools provide a quick and affordable group shuttle transportation option, whisking employees and students to and from campus along express and HOV (high-occupancy vehicle) freeway lanes. Vanpools serve as a premium alternative to the Altamont Corridor Express (ACE) trains, providing either non-stop or one-stop express service from Modesto, Manteca, Tracy, and Pleasanton.

Vanpools are a membership based service, typically meeting and departing from freeway park and ride lots according to a set schedule, though variations are possible to accommodate riders' needs. Fares currently range from \$3.75 to \$4.25 per roundtrip, depending on the distance traveled. For additional savings, Vanpool fares may be paid through a pre-tax payroll deduction (via Commuter Checks, administered by A.S. Transportation Solutions). The currently operating Vanpools are as follows:

### **Modesto/Manteca to SJSU (accommodates a 7:00 am-4:00 pm work or class schedule)**

Inbound trip from Vintage Faire Mall Park & Ride departs 4:50 am (makes optional stop in Manteca at 5:00 am). Return trip from SJSU departs approximately 4:00 pm.

### **Tracy/Pleasanton to SJSU (accommodates a 7:30 am-4:30 pm work or class schedule)**

Inbound trip from South Tracy departs 5:55 am (makes optional stop in Pleasanton at 6:45 am). Return trip from SJSU departs approximately 4:45 pm.

### **Pleasanton to SJSU (accommodates a 7:00 am-4:00 pm work or class schedule)**

Inbound trip from Stoneridge Drive Park & Ride (at I-680) departs 6:15 am. Return trip from SJSU departs approximately 4:00 pm.

If you do not live near any of the above origin cities, or if the schedule does not accommodate your work or class schedule, please request to join a waiting list for future Vanpool expansions. Alternately, if you live along the Altamont Corridor Express (ACE) train route, ACE now operates four daily roundtrip trains between Stockton and San Jose.

## Navigate

[← BACK to March 2013 Newsletter](#)

[Facilities Development & Operations](#)

[Finance](#)

[Information Technology Services](#)

[Spartan Shops](#)

[Human Resources](#)

**University Police Department**

[Office of the Vice President](#)

SJSU employees and students receive a 50% discount on 20-ride tickets and monthly passes when purchased through A.S. Transportation Solutions.

SJSU Commuter Vanpools are a service of Parking Services, located in the University Police Building. To apply, join an expansion waiting list, or for additional information, please contact [Denny Yau](#) at (408) 924-2219.

---

**Information for**

[Alumni](#)  
[Current Students](#)  
[Donors](#)  
[Faculty & Staff](#)  
[Future Students](#)  
[Researchers](#)

**Colleges**

[Applied Sciences & Arts](#)  
[Business](#)  
[Education](#)  
[Engineering](#)  
[Humanities & the Arts](#)  
[International & Extended Studies](#)  
[Science](#)  
[Social Sciences](#)

**Quick Links**

[A-Z Index](#)  
[Academics](#)  
[Bookstore](#)  
[Budget Central](#)  
[Calendars](#)  
[Careers & Jobs](#)  
[King Library](#)  
[Parking & Maps](#)

**Contact us**

[Contact Form](#)  
[Directory](#)  
[Report A Web Problem](#)



**SAN JOSÉ STATE**  
UNIVERSITY

One Washington Square,  
San Jose, CA 95192  
408-924-1000

Last Modified: Aug 5, 2013  
©2013