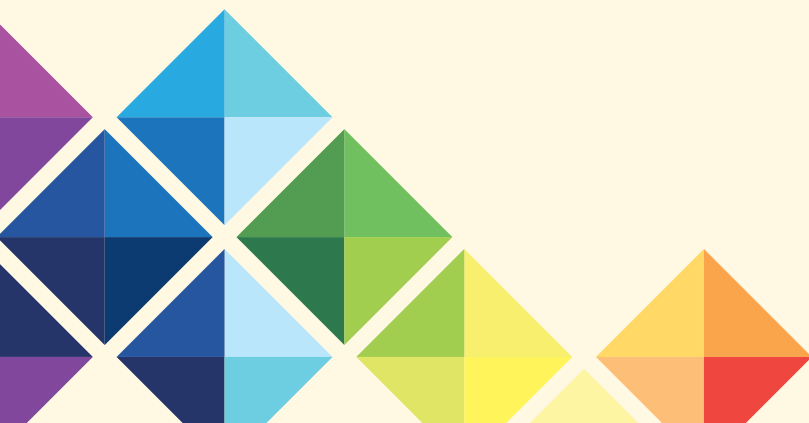


FOUNDATION NEWS

January 2023



Foundation hosted its first annual holiday party! Read more on page 12



PUBLISHED BY:

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Fx: 909.869.4549

**WHAT YOU SPEND ON
CAMPUS ... STAYS ON
CAMPUS**

Surplus funds generated by all
Cal Poly Pomona Foundation
operations go back to the
University to provide financial and
facility resources to benefit
students, faculty, and staff.



**Cal Poly Pomona
Foundation**

foundation.cpp.edu

Bronco Bookstore Hours

January 2023 Winter Break Hours Jan 2-13 Store hours

Monday	CLOSED - CLOSED
Tuesday	9:00AM - 4:00PM
Wednesday	9:00AM - 4:00PM
Thursday	9:00AM - 4:00PM
Friday	9:00AM - 4:00PM

Spring 2023 Pre-Week 1/16-1/20/23 Store hours

Monday	CLOSED - CLOSED
Tuesday	8:00AM - 5:00PM
Wednesday	8:00AM - 5:00PM
Thursday	8:00AM - 5:00PM
Friday	8:00AM - 5:00PM

Winter 2023 Term Start Hours 1/22/23-1/28/23 Store hours

Monday	8:00AM - 7:00PM
Tuesday	8:00AM - 7:00PM
Wednesday	8:00AM - 7:00PM
Thursday	8:00AM - 7:00PM
Friday	8:00AM - 7:00PM
Saturday	10:00AM - 4:00PM
Sunday	10:00AM - 4:00PM



Mark Your Calendars!

January 2023

- 1/3 Foundation/Campus Reopen
- 1/16 Martin Luther King, Jr. Day (**Foundation/Campus Closed**)
- 1/21 Spring 2023 Classes Begin

February 2022

- 2/1 First Day of Black History Month
- 2/14 Valentine's Day
- 2/20 President's Day (**Foundation/Campus Open**)
- 2/22 Lunar New Year



Employment Services Updates

New Foundation Staff Members!

The Foundation would like to give a warm welcome to our new hires - Full Benefitted

- Tom Aiono - A/P Manager
- Vannessa Banuelos Herrera - Academic Advisor
- Stephanie Ramirez - Operations Support

Welcome to the team! We are thrilled to have you all.

Employee Promotions!

- Jessica Ramirez - Academic Advisor



Years of Service Anniversary!

Anniversaries, thank you for your dedication and hard work!
We appreciate your commitment!

- Damien Deocales - 5 years
- Dawn Taccone - 15 years
- Jon Olson - 25 years

Birthday Shout-Out!

Foundation would like to wish a Happy Birthday to our January Birthdays!! Cheers to another year!



Update your info on Bronco 411

How to Update your Information on Bronco411

1. Go to www.cpp.edu
2. Scroll to the bottom
 - a. In the section “Additional Resources”
 - b. Click on “Directory”

Colleges

Don B. Huntley College of Agriculture
College of Business Administration
College of Education and Integrative
Studies
College of Engineering
College of Environmental Design
College of the Extended University
The Collins College of Hospitality
Management
College of Letters, Arts, and Social
Sciences
College of Science

Administration

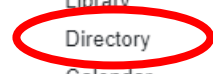
President's Office
Academic Affairs
Administrative Affairs
Student Affairs
Information Technology
University Advancement
CPP Philanthropic Foundation
Associated Students Incorporated

Campus Safety

Annual Security Report
Campus Safety Plan
Safety & Emergency Info

Additional Resources

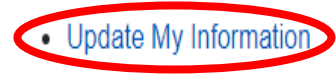
University Catalog
Academic Manual
Library
Directory
Calendar
Change/Reset Your Password
A-Z Index
eHelp
Email
News
For the Media
Info for Undocumented Community



3. On the right hand side click “Update My Information”

Related Links

- [Bronco411 Search](#)
- [Update My Information](#)
- [Update Another Person's Information](#)
- [Update Organization/Department Information](#)
- [About Bronco411](#)
- [FAQ](#)
- [A-Z Index](#)



4. Log in with your CPP credentials.

BroncoName

Password

[Forgot Password?](#) [Don't have an account?](#)

Log In

5. Verify and Update contact information

- a. Click on “Edit Role”
- b. Once all information is correct click “Save” at the bottom of the page.

[Summary](#) [Account](#) [Mail Auto Reply](#) [Groups](#) [Directory](#)

Changes on this page will appear immediately in [Bronco411 Search](#), but will not appear in Exchange/Outlook and other services until the next day.

[Instructions](#)

Display Name	Your Name	Change Display Name
PeopleSoft Name	:	

Add New Role

Role	
Your Role	
	View
Phone	Public
Location	Public
Fax	Public
Work Cell	Private

Fill in all the blanks.

Edit Role: Your Role Remove Role:



6. To ensure changes have been made click “Log out”
7. Go to <https://apps.cpp.edu/bronco411/search/>
 - a. Search for your name
 - b. Verify all information is correct
 - c. If not correct, please repeat steps 3-7

Find People and Organizations

Important Information

Effective April 1, 2020 - Student searches are limited to CPP authenticated users. To search for students, please log in.
Effective November 1, 2018 – To provide increased security, email addresses will only be available to CPP authenticated users.

Please provide at least one item of information before beginning a search.

Search Criteria

The screenshot shows a search criteria form with the following fields: Person Name (circled in red), Organization Name, Person Title, Organization Type (dropdown menu), Phone, Location, and Fax. There is also a 'Fuzzy' checkbox with a note: 'Check here if you don't know how the name is spelled (might not retrieve desired name)'.

Related Links

- [Bronco411 Search](#)
- [Update My Information](#)
- [Update Another Person's Information](#)
- [Update Organization/Department Information](#)
- [About Bronco411](#)
- [FAQ](#)
- [A-Z Index](#)

8. Congratulations! Your information is updated in the Bronco 411 Directory.

Payroll Changes

- Effective with the first payroll in January 13, 2023, payday has moved from **Thursdays to Fridays**
- Please ensure that your information is correct in UKG (Kronos). This is critical as tax forms will be completed soon.
- Sign up for electronic delivery of your tax statements on UKG, you will receive them sooner than snail mail.



New Benefits

We've added a few new benefits to our offering effective January, 2023:

- United Healthcare PPO Plan
- New Chiropractor and Acupuncture program: Optum
- New URM (previous HealthScope) Third-Party Administrator for your Foundation PPO Dental and Vision reimbursement needs. Additional information to follow via email.

Reporting COVID or Close Contact

It is important we report COVID exposures or a close contact to a person with COVID as follows:

1. If you have symptoms, had close contact with someone who tested positive, or have a positive test, DO NOT COME TO CAMPUS. You should complete the Self-Reporting form below.
2. <https://www.cpp.edu/safer-return/self-reporting-form.shtml>
3. Report incident to Nora Fernandez at 909-869-4379 or email: fdnhr@cpp.edu – someone from the HR Team will be in contact with you.

A reminder:

Quarantine and Isolation Process

If you have tested positive for COVID-19 and/or a health care provider thinks you have COVID-19:

Regardless of vaccination status, previous infection or if you

Do not come to campus until you have been cleared by the Foundation's Safer Return Incident Investigation Team for all Staff Employees. Student employees must be cleared by university's Safer Return Incident Investigation Team.

For more information please visit:

<http://publichealth.lacounty.gov/acd/ncorona2019/covidquarantine/>

<http://publichealth.lacounty.gov/acd/ncorona2019/covidisolation/>



Dining Hours

Winter Break

January 2nd - 22nd 2023

MON - WED

THUR

FRI

SAT

SUN

BRONCO COMMONS

BUILDING 52

Vista Market	10:00 am - 4:00 pm	10:00 am - 4:00 pm	10:00 am - 4:00 pm	closed	closed
FitBites	10:00 am - 4:00 pm	10:00 am - 4:00 pm	10:00 am - 4:00 pm	closed	closed

Subway and Poly Fresh will be closed 1/16

BRONCO STUDENT CENTER

BUILDING 35

Subway	9:00 am - 2:00 pm	9:00 am - 2:00 pm	9:00 am - 2:00 pm	closed	closed
Poly Fresh	9:00 am - 2:00 pm	9:00 am - 2:00 pm	9:00 am - 2:00 pm	closed	closed

CAMPUS CENTER MARKETPLACE

BUILDING 97

Carl's Jr. opens 1/17	10:00 am - 7:00 pm	10:00 am - 7:00 pm	10:00 am - 7:00 pm	closed	closed
Pony Express opens 1/17	9:00 am - 2:00 pm	9:00 am - 2:00 pm	9:00 am - 2:00 pm	closed	closed

UNIVERSITY LIBRARY

BUILDING 15

Starbucks Opens 1/18	7:30 am - 4:00 pm	7:30 am - 4:00 pm	7:30 am - 4:00 pm	closed	closed
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CENTERPOINTE

BUILDING 72

Centerpointe	10:30 am - 5:30 pm	10:30 am - 5:30 pm	10:30 am - 5:30 pm	closed	closed
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COLLEGE OF BUSINESS

BUILDING 164

CBA Pony Opens 1/17	10:00 am - 7:00 pm	10:00 am - 7:00 pm	10:00 am - 7:00 pm	closed	closed
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OTHER UNITS

VARIOUS LOCATIONS

Farm Store	10:00 am - 6:00 pm	10:00 am - 6:00 pm	10:00 am - 6:00 pm	10:00 am - 6:00 pm	10:00 am - 6:00 pm
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INNOVATION VILLAGE

BUILDING 220A

IBW	11:00 am - 9:00 pm	11:00 am - 10:00 pm	11:00 am - 10:00 pm	11:00 am - 10:00 pm	11:00 am - 9:00 pm
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Scan the QR code to view current online hours or visit www.cppdining.com/hours



Dining Services Updates

Meet the Team!

Denise Ramirez recently joined the Foundation Dining Services team as Centerpointe Supervisor. She has been onboard for the past three months, after graduating from Cal Poly Pomona in Spring 2022 with a B.S. in Hospitality Management.

Denise enjoys her work at Centerpointe and strongly believes in the values of the Foundation stating, "I chose to work at Foundation because of what the company stands for. I love this school and wanted to give back."

We are thankful to have Denise on our team!



Midnight Madness

Associated Students Inc. (ASI), hosted Unwind: Midnight Madness on December 9, 2022, in the Bronco Student Center (BSC). The event was held from 10:00 pm – 12:00 am and welcomed over 300 students.

Foundation Dining Services partnered with ASI to provide nachos, hot dogs and popcorn.

Midnight Madness gave students the opportunity to relax and enjoy a fun-filled night before finals. The free activities ranged from mini golf, arts & crafts, a photo booth, caricatures, a nacho bar, a donut station, and much more!



Photo courtesy of CPP ASI



Photo courtesy of CPP ASI



Photo courtesy of CPP ASI



Foundation Holiday Party

Foundation hosted its first annual holiday party on December 9, 2022 at Kellogg West. All Foundation employees were invited to an evening of food, fun, and games at the 1920's themed event.

Guests enjoyed the photo booth and played casino games for the opportunity to win amazing prizes such as an air fryer, TV, GoPro, and assorted CPP merch.

Thank you to everyone who attended!



Marketing Wins International Awards!

The Cal Poly Pomona Enterprises Marketing Department has been honored with five awards in the 2022 international MarCom Awards. The MarCom Awards is one of the world's largest, most-respected creative competitions, administered by the Association of Marketing and Communications Professionals since 2004.

Over 6,000 entries were submitted from marketing and communications professionals based in the United States, Canada and 43 additional countries. Each entry was independently judged based on its own creative excellence, quality and resourcefulness.

The Marketing team earned one platinum and four gold awards for their marketing efforts and materials promoting enterprise units. MarCom platinum awards are the competition's highest honor, awarded to the most exceptional entries. The platinum award was received in the Digital Media Creation category for the [Instant Access at Bronco Bookstore](#) video.

The four gold awards were in recognition of:

- [Special Event Marketing – Grad Fair](#)
- [Special Event Marketing – Job Fair](#)
- [Digital Media Communications – Organizational Newsletter](#)
- [Digital Media | Non-Profit – Support Our Campus, Buy On Campus](#)

“I am honored to have such an amazing team and excited to share that our department has won five MarCom Awards,” said Alex Hernandez, Associate Director of Marketing. “The marketing department is made up of very skilled, creative, dedicated, innovative team members. I’m proud that their outstanding efforts and dedication to Cal Poly Pomona Enterprises have been recognized. These awards are well deserved.”



Financial Services Updates

*“I don’t usually boast about my finances.
But my credit card company calls me every day to tell
me my balance is outstanding.”*

Meet the Team!

Tom Aiono recently joined the Foundation Financial Services team as the new Manager of Reporting and Accounts Payable on December 10, 2022.

He brings over 20 years of experience in accounting, serving as assistant controller for Pacific Palms Conference Center, Controller for SelectBuild Southern CA Plumbing, and most recently as Director of Accounting with the Speciality Equipment Market Association (SEMA).

Tom began his career after graduating from the University of La Verne in 1996. He returned for his Master’s degree in 2004 and immediately started teaching accounting courses at various colleges within the area.

In his time away from the office, Tom enjoys going out of town with his wife and two boys and visiting family. He is an avid golfer and basketball player. He also trains and coaches basketball for an AAU club that he started in 2010 called the Eastvale Warriors.

We are very excited to have Tom on our team!



Accounts Payable

First Check Run for 2023

We will be starting off our weekly check run the second week of January. Make sure you are up to date on your entries during the first week so we can take care of your requests.



Trainings

We are preparing to launch our next training session in the new year. Send us your topics for training and we will incorporate it into the training plan. All financial topics are welcomed.

Budget for FY 2023-2024

Capital Budget

The capital budget process is starting early for us this year and has been launched as of January 3, 2023. We expect to have the budget approved at the February 2023 Board meeting.

Operating Budget

We will begin the operating budget process in the month of March, for which the meetings to review and discuss the budgets will be scheduled between March and April; dates will be forthcoming.

Group emails for Financial Services

Enterprise Foundation Financial Services Department

Email: fdnfs@cpp.edu

Accounts Payable in Financial Services

Email: fdnap@cpp.edu

Accepts:

- Disbursement vouchers
- Stipends
- Payment requests
- P-card statements

Accounts Receivable in Financial Services

Email: fdnar@cpp.edu

Accepts:

- Request for Invoice forms (RFI)
- IDT forms
- ICT forms
- Deposit slips
- Satellite Cash Handling forms
- Change Fund & Petty Cash forms

Grants & Contracts in Financial Services

Email: fdngrants@cpp.edu

General communication on:

- Budgets
- Access to OneSolution

Contracts & Project Management in Financial Services

Email: fdncpm@cpp.edu

General communication on:

- Contracts
- Requests for Proposals (RFPs)
- Independent Consultants
- Compliance and Internal Control



Real Estate Updates

Meet the Team!

Stephanie Ramirez recently joined the Foundation as Facilities Coordinator on December 5th, 2022. She brings over 20 years of office management experience in the mortgage industry.

Stephanie has strong ties with Cal Poly Pomona, as she has attended in the past and plans to make CPP her Alma Mater in the near future. Her daughter graduated from CPP and also works for Foundation in Dining Services!

Stephanie is thrilled to work on campus, stating, "I am most excited about joining Cal Poly Pomona Foundation because my history with Cal Poly Pomona. I love the family environment of the campus."

She would also like to thank her new coworkers for being so welcoming and making her a part of the team.



Friends of Foundation Updates

ACE Pathways to Success Event

You are Invited to the American Council on Education (ACE) Women's Networks of Northern and Southern California Pathways to Success: Workshop, Panel, and Networking Event

The ACE Women's Networks of Northern and Southern California have joined forces to bring you a FREE virtual event, where we will examine pathways to success.

Get connected, get inspired, get involved. February 3, 2023 9 AM to 1 PM.

During this event you will choose your own adventure and select the virtual breakout sessions that are right for you. The day will be filled with women in leadership workshops, networking & connecting opportunities, and a panel of male leaders in allyship. These sessions are designed to strengthen your leadership journey.

The Pathways to Success event will bring together colleagues of all levels in higher education who are passionate about inclusivity, uplifting voices, and building supportive relationships.

Deadline to register is January 27, 2023.

You do not need to be an ACE member to participate.

To register or to get additional information, please visit:

<https://www.eventbrite.com/e/ace-womens-network-northern-and-southern-california-free-virtual-event-tickets-505924974217>



Buy an iPad, get up to \$60 off* select iPad accessories



Sale starts 1/5 and lasts until 3/31

**\$60 off up to two (2) select iPad accessories

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MAPLE BRUSSEL SPROUTS W/ BLUE CHEESE CRUMBLE

CAL POLY SPADRA FARM FEATURED HARVEST:

BRUSSEL SPROUTS

SERVINGS: 4-6

Ingredients

2 Brussel Sprout Stalks
1/2 cup Olive Oil
1/2 cup Maple Syrup
Lemon(2 Tbsp of Juice)
4 oz Blue Cheese
Salt to taste
Pepper to taste

How to Cook?

1. Using a knife remove the Brussel sprouts from the stalk
2. Pre-heat oven to 400°F
3. Wash the sprouts and pat dry using clean paper towel
4. Slice the sprouts in half
5. In a bowl gently toss the Brussel sprouts, olive oil, maple syrup, lemon juice, salt and pepper until all the sprouts are coated.
6. Place the sprouts onto a sheet pan and roast in the oven for 15-20 minutes until slightly brown
7. Remove sprouts from the oven and place onto a serving platter, sprinkle with Blue cheese

****Options: add agave or honey instead, add chopped jalapeno to spice things up!**

BRUSSEL SPROUTS ARE IN EARLY SEASON, MEDIUM SIZED AND VERY TENDER. CURRENTLY AVAILBLE FOR PURCHASE AT THE FARM STORE!

Winter Bucket List

20 Activities to Do this Winter



- o Go Ice Skating
- o Build A Snowman
- o Go to A Movie
- o Bake Cookies
- o Build A Fort
- o Wear Slippers All Day
- o Go on a Winter Walk
- o Shaving Cream Snow Fun
- o Make Paper Snowflakes
- o Try A New Restaurant
- o Read Stories by the Fire
- o Pajama Day
- o Go to A Museum
- o Drink Hot Cocoa
- o Soup Night
- o Camp Out in the Family Room
- o Go Bowling
- o Make A Bird Feeder
- o Do A New Puzzle
- o Family Movie Night



Brianna De La Cruz

Job title: Marketing Coordinator

Length of employment: 3 months

I have a talent for... graphic design

What are your biggest accomplishments? Being the first in my family to graduate college as a 2nd gen student

What is your favorite movie? La La Land or Parent Trap

What is your favorite song? Anything from Lady Gaga

What are your hobbies? Taking care of my plants, playing anything Nintendo, and going to breweries

What is on your bucket list? I would love to see the aurora borealis in person

If you could travel anywhere in the world, where would you go and why? Ever since I saw the Secret Life of Walter Mitty, I've been wanting to go to Iceland

What was your first job? Recruitment/Enrollment Rep in a call center for a summer youth camp (0/10 recommend)

What's the best meal you've ever had? Tonkatsu ramen

If you could be any animal, which would you be? Probably a butterfly







When you support the services that are owned and operated by the Cal Poly Pomona Foundation, you help students obtain on-campus jobs, and help fund scholarships, campus programs and educational grants. Foundation enterprises include Dining Services, the Bronco Bookstore, the University Village and Kellogg West Conference Center & Hotel.

As the largest employer of students on campus, the Foundation offers valuable work experience and hands-on training to approximately 1,500 Cal Poly Pomona students each year. The Foundation offers positions in various fields; whether it is in the area of technology, science, retail, culinary arts, hospitality management, leadership or research grants, these student employees participate in Cal Poly Pomona's learn-by-doing philosophy and acquire practical skills in their designated field of study.

The Foundation also contributes operating support to nearly 1,100 Foundation and scholarship programs every year, including Bronco Athletics and the Norman J. Priest Scholarship. In addition, the Foundation administers grants and contracts, contributes to campus security, and supports several university publications. The Foundation contributes over \$1 million annually to Cal Poly Pomona.

Because of your support, the Foundation is able to provide these beneficial services every year. Thank you for making your purchases on campus and contributing to the success of Cal Poly Pomona students and the university community.

