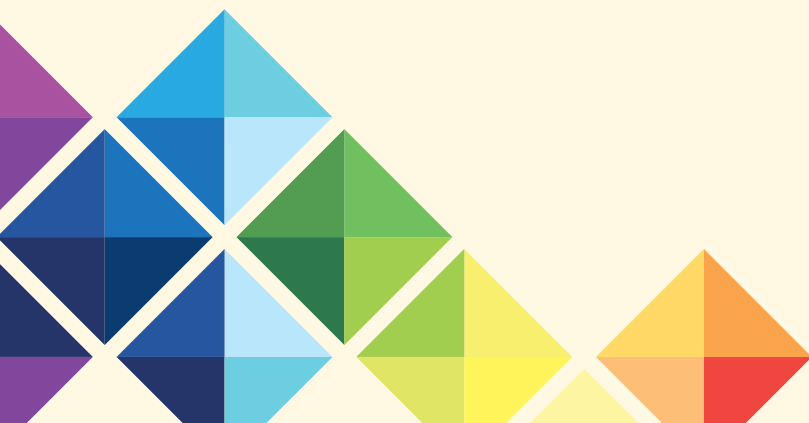


FOUNDATION NEWS

December 2021



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**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

Foundation Holiday Closure

The Foundation administrative offices located in Building 55 (financial services, grants and contracts, employment services, dining services, real estate, marketing and administration) will be closed starting Friday, December 24 and will reopen on Tuesday, January 4, 2022.

Happy Holidays!



Upcoming Bronco Bookstore Hours

12/13/21 - 12/23/21:

Monday - Friday

9:00 a.m. - 4:00 p.m.

12/24/21 - 1/3/22:

CLOSED

1/4/22 - 1/14/22:

9:00 a.m. - 4:00 p.m.

1/17/2022

CLOSED

1/18/22 - 1/21/22:

9:00 a.m. - 5:00 p.m.



Mark Your Calendars!

DECEMBER 2021

12/6-12/12	Finals Week
12/8 - 12/17	Holiday Ham Orders
12/12	University Village Fall Move-Out Day
12/22 - 12/23	Holiday Ham Pick-Up
12/24 - 1/3	Holiday Break (Foundation and Campus Closed)

JANUARY 2022

1/4	Foundation and Campus Reopen
1/17	Martin Luther King, Jr. Day (Foundation and Campus Closed)
1/22	Spring 2022 Semester Begins



Thanksgiving Dinners Donated to Broncos in Need

For the second year in a row, the Cal Poly Pomona Foundation and Centerpointe Dining Commons partnered with the Basic Needs Initiative within the Division of Students Affairs to provide Thanksgiving dinner packages to Cal Poly Pomona students impacted by a Basic Needs Related Hardship. The packages were available to the CPP community for purchase or to be donated to a student facing food insecurity.

The fully-cooked dinners included a 10-14lb oven-roasted turkey, home-style turkey gravy, home-style herb stuffing, buttered mashed potatoes, farm-to-table harvest vegetables, cranberry sauce, dinner rolls and two pies for dessert. The dinner package was priced at \$109.95 and served 6-8 people. At checkout, purchasers 21 and older had the option to add 64 oz. beer growlers from our very own Innovation Brew Works!

This year was a huge success with 154 dinners purchased and 142 dinners donated to a Bronco in need! For every Thanksgiving dinner purchased or donated, Foundation Dining Services in return donated two single-serving meals to the Poly Pantry.

We would like to extend a huge thank you to our donors, purchasers and team. Thank you so much for your generosity this holiday season and for supporting CPP students!



Dining Services Updates

Culinary

In collaboration with the Cal Poly Pomona Department of Agriculture's Spadra Farm, Foundation Dining Services has crafted a seasonally inspired salad in support of the Farm 2 Table initiative.

The Kale and Cranberry Fall Harvest Salad and its Valencia Orange Vinaigrette dressing are 100% campus grown, with freshly harvested ingredients from the Spadra Farm.

The salad is made of green and black kale, cabbage, romaine lettuce, rainbow swiss chard, rainbow carrots, fennel, and dried cranberries. The salad dressing consists of freshly squeezed Valencia oranges, lemon juice, grape seed oil, agave syrup, white cane sugar, salt, and ground white pepper.

The Farm 2 Table salad was included in the Thanksgiving dinner packages that were available for purchase and as a donation to CPP students in need.



Foundation Dining Services will continue to include Cal Poly Grown and Harvested Farm 2 Table Spadra Farm produce at Fresh Escape when it reopens in January 2022, and expand its offerings at CenterPointe, Kellogg West and other self-operated sites.

As a new initiative this year, Spadra Farm has dedicated a portion of their lot for organic produce, which will make it easier for Foundation Dining Services to offer CPP-grown organic ingredients at Foundation restaurants.

Philanthropy

During Hunger Awareness Week, Centerpointe supported the Poly Pantry through the Swipe Out Hunger Program. For every guest that dined at Centerpointe on November 15, one dollar was donated to the Poly Pantry. A total of \$1499 was raised!

Collaboration

In support of the Focus on Finals Initiative, Foundation Dining Services is offering the following assistance for students during finals week:

- December 6-10: 50% discount at Lollicup after 5 PM
- December 6-9: Centerpointe Dining Commons extended hours until 9 PM



Poly Trolley 2 Grand Opening

The Poly Trolley 2 made its debut on Friday, November 5th at the CPP Library! The grand opening was a huge success with many students, staff and faculty coming out to enjoy the event.

Participants could spin the wheel to receive a free meal or discounts on Poly Trolley 2 food items. Student Yogi Bacchu was declared the lucky raffle winner and received one week of free food vouchers.

With an updated menu, the Poly Trolley 2 is proudly serving fusion-style bowls, tacos and aguas frescas. Over 80 orders were placed during the grand opening event.

Billy Bronco made sure that the eucalyptus trees were on their best behavior!

You can find the Poly Trolley 2 at the Library every Tuesday - Thursday, from 11 a.m. - 1 p.m.

Check out the Grand Opening Recap video: <https://youtu.be/m6YTY1P4OW0>



POLY TROLLEY 2



Billy Bronco poses with students & Poly Trolley 2 staff



Students placing their food orders



Raffle Winner, Yogi Bacchu



President Coley & Billy Bronco

Centerpointe Dining Commons Hosts Thanksgiving and Holiday Luncheons

Centerpointe Dining Commons recently hosted two special luncheons this holiday season for Cal Poly Pomona students, staff and faculty.

The Thanksgiving Luncheon was held on November 18 from 11 a.m. - 1:30 p.m. The menu consisted of Thanksgiving favorites: turkey, mashed potatoes, stuffing, mac and cheese and much more! The Foundation reserved a room in Centerpointe for staff to enjoy a Thanksgiving meal together.

The Holiday Luncheon was held on Thursday, December 2 from 11 a.m. - 1:30 p.m. The menu was full of delicious holiday items such as tamales, glazed ham, pozole, eggnog and peppermint hot chocolate. Both events had vegan options as well.

The luncheons were a great way to get into the holiday spirit!



California State Legislator Visits The Bronco Bookstore

Local legislator Assemblyman Freddie Rodriguez visited the Bronco Bookstore on November 8, 2021, to learn more about the bookstore's efforts to support student success throughout the pandemic. Assemblyman Rodriguez was briefed on the Bronco Bookstore's continuous efforts to provide students with more affordable and accessible course materials.

Since the pandemic, the bookstore has accelerated online fulfillment capabilities, enhanced digital textbook offerings and expanded the Instant Access program. During the Fall 2021 semester students saved \$900,000 on course textbooks through Instant Access!

The Bronco Bookstore has assisted faculty by partnering with the University Library and Affordable Learning Solutions initiative to promote Open Educational Resources (OER).

California State Senator Josh Newman is also scheduled to visit the Bronco Bookstore in the near future!



*Assemblyman Freddie Rodriguez
Image Credit: [Facebook](#)*



ENJOY A COMPLETE HOLIDAY HAM DINNER



\$109.95
TAXES INCLUDED

**ORDER BETWEEN
12-8 TO 12-17**

FOR EACH COMPLETE HOLIDAY HAM DINNER PURCHASED, DONATED, CAL POLY POMONA FOUNDATION DINING SERVICES WILL DONATE TWO (2) SINGLE SERVING MEALS TO A STUDENT IN NEED.

Ham(s) and side(s) available for individual purchase.

PACKAGE INCLUDES: (SERVES 6-8 people)

- Fully Cooked Pineapple Honey Glaze Spiral Cut Ham
- Green Beans and Baby Carrots
- Buttered Mashed Potatoes
- House Cranberry Sauce
- Home-Style Turkey Gravy
- Farm to Table Harvest Vegetables
- Home-Style Mac & Cheese
- Dinner Rolls
- Pies | Re-heating instructions

ORDERING AVILABLE STARTING DEC. 8

CLICK BUTTON

TO PLACE YOUR ORDER OR DONATION NOW!

DONATE!

Share the holiday spirit and donate a Holiday Ham Dinner package to a CPP student in need.

ARE YOU A STUDENT IMPACTED BY A BASIC NEEDS RELATED HARDSHIP?

In partnership with the Basic Needs Initiative within the Division of Student Affairs and Cal Poly Pomona Foundation, Cal Poly Pomona students impacted by a Basic Needs related hardship will be considered to receive a donated Holiday Ham Package. The more donations that we receive, the more students and employees that can be supported. Donated Holiday Ham Dinner Packages will be provided while supplies last. Student's, to submit your request click on the info button starting Dec. 8, 2021.

STUDENTS GET MORE INFO

LINK ACTIVE STARTING DEC. 8

Employment Services Updates

Payroll Changes

- Effective with the first payroll in January, direct deposits will be made on our regular pay day of Thursday.
- Managers will have until 1 p.m. Monday of payroll to review and approve timecards.

New Benefits!

We've added a few new benefits to our offering effective January, 2022:

- United Healthcare HMO Plan
- New EAP program: Optum
- AD&D added to life insurance paid for by the Foundation
- VEBA Partnership



Veba Partnership

VEBA (CS VEBA), a non-profit organization providing high-quality, affordable and accessible health and wellness resources to all our members.

One of the most-unique aspects of CS VEBA that makes our member experience unlike any other is the VEBA Resource Center (VRC), a virtual platform designed to help members assess, identify and remove barriers to achieving optimal health. With a wide range of programs, classes, services and events offered regularly, the VRC gives members the opportunity to take a holistic and proactive approach to their overall well-being. The VRC was launched to provide members with easy access complete care through contracted healthcare, well-being and community service providers who are preferred partners of the VRC.

To learn more go to <https://vebaresourcecenter.com/>.

Recent Foundation Staff Promotions!

The Foundation would like to recognize 2021's promoted employees.

Thank you for your hard work and congratulations on your well-deserved promotion!

- 08/08 – Juan Ruiz Promotion to Supervisor - Facilities
- 08/26 – Sara Martinez Promotion to Supervisor - Dining
- 10/03 – Matthew Linton Promotion to Asst Director -University Village
- 10/04 – Jussie Alvarado Promotion to Supervisor – Dining
- 10/04 - Kristina Carillo Promotion to Suypervisor – Dining



Year-End Reminders!

Update Your Personal Information in the Kronos Employee Self-Service System

As we approach the end of 2021, Foundation Employment Services would like to provide you with some courtesy reminders to update your personal information. Keeping your information updated is important so that you don't miss out on important notices, such as information regarding Form W-2, Wage and Tax Statement.

If you need to make any changes, please do so by end of day on Friday, December 24, 2021.



Please also take note of the following reminders:

Address Change: Verify your address shown on your pay statement. If you have a change in your mailing address, please change your address via the Employee Self-Service or notify Foundation Employment Services.

Consent to Receive Electronic W-2:

To receive your Form W-2 electronically, you will need to complete a one-time consent via the Employee Self-Service.

Form W-4, Employee's Withholding Allowance Certificate:

Now is the time to check your Federal and State tax withholding allowances. Did you have a life event, gain or lose a dependent or have major changes in your family income? If you answered yes to any of these questions, you may need to file a new Form W-4.

Please remember that it is your responsibility to ensure that your information is up-to-date.

If you have any questions or need assistance, please feel free to contact:

Jeanette Mendez - jeanettem@cpp.edu or Maria Bernardette Gonzalez - mariag@cpp.edu



Financial Services Updates

*There really isn't much more to say about the rest of the year...
It really feels like its days are numbered!*

The Financial Services department has been working hard to make sure all service recipients are looked after. In that regard, the following are some upcoming deadlines, and updates for your information. You can always reach out to us for additional information and questions.

Accounts Payable Updates

Upcoming dates for December and January:

Request for Payments: Request for Payments should be submitted to Foundation Accounts Payable at foundationap@cpp.edu. Webform requests should be completed and approved by the authorized signer(s) **no later than 3 p.m. on Friday, December 17, 2021.**

Purchase Order requests: Requests for Purchase Orders should be submitted to the Foundation Accounts Payable, **no later than 5 p.m. on the same day, December 17, 2021.**

Purchasing card: Purchasing card Statement Expenses should be submitted to the Foundation **by 5 p.m. also on Friday, December 17, 2021.**

Payment issue: Upon approval of the paperwork received, checks and payments will be issued and mailed out in the **Wednesday a.m. mailing on December 22, 2021.**

What to expect in January: Our office will be open after the December break on January 4, 2022, and the first check run will be processed on **Wednesday, January 12, 2022.**



Grants and Contracts Updates

For Grants and Contracts, all expenditure requests must be submitted **no later than Friday, December 10, 2021.**

For all Grants and Contracts related payments or questions please contact Maria Nino at mnino@cpp.edu or extension 3304.

Note:

1. Grants and Contracts Projects begin with **00xxxxx** or **000xxx**.
2. Philanthropic Grant Projects begin with **700xxx**.

All other projects should be going to Accounts Payable Department foundationap@cpp.edu.

Please contact Accounts Payable department at foundationap@cpp.edu or Pauline Anongdeth at pswong1@cpp.edu or extension 2907 if you have further questions.



Service Contracts and Stipend Forms for Faculty and Staff

Effective November 2021, Foundation Accounts Payable is no longer processing invoices for services or stipend payments to faculty and staff. All such requests are to be forwarded to the Foundation Payroll Department where they will be handled by either Maria Bernardette Gonzalez at mariag@cpp.edu, extension 2246 or Jeanette Mendez at jeanettem@cpp.edu, extension 3276, since such payments are to go through payroll.

For this purpose, an Employee Transaction form (ETF) can be found at this link: <https://www.foundation.cpp.edu/content/es/d/nh/Employment-Transaction-Form.pdf>

The updated Participant Stipend Payment form can be found at: <https://www.foundation.cpp.edu/content/f/d//FS01127F.pdf>



Accounts Receivable Updates

We have an updated list of contact in Accounts Receivable. For who to contact for questions and/or assistance, please see below:

Cynthia Delgado - Ext 2906 and/or via email at csdelgado@cpp.edu or foundationar@cpp.edu

- Real Estate invoice issuance and copy request
- Real Estate invoice payment
- Real Estate AP invoice processing
- Real Estate aging report
- IDTs (Inter-Department Transfer), Foundation to Foundation and Philanthropic to Philanthropic
- General AR questions/inquiries



Jessica Lopez - Ext 4854 and/or via email at jessicalopez@cpp.edu or foundationar@cpp.edu

- Enterprise accounting (Bookstore/Dining/Farm Store/Village/KW/CEU)
- Gift Processing
- Budgets
- General AR questions/inquiries

Omar Qadamani – Ext 4807 and/or via email at omqadamani@cpp.edu or foundationar@cpp.edu

- Campus and bookstore invoice issuance and copy request
- Invoice payment
- ICTs (Inter-Company Transfer), Foundation to Philanthropic and Philanthropic to Foundation
- Aging reports
- General AR questions/inquiries

Vault Hours – Operating Hours

Monday thru Friday 8:30 a.m. – 4:00 p.m.
Closed for Lunch 12:00 p.m. – 1:00 p.m.

Alida Lam - Supervisor – Ext 2904 and/or via email at alidalam@cpp.edu or foundationar@cpp.edu

Jason DeBellis - Manager – Ext 4678 and/or via email at jmdebellis@cpp.edu or foundationar@cpp.edu



Financial Systems Updates

Reporting

CDD reporting is going away. To assist you with the change, it has now been replaced by COGNOS reporting in new a workspace named COG Campus User Workspace.

Systems Upgrade

The Foundation is getting ready to upgrade the Finance Enterprise Accounting System.

Frequently Asked Questions:

- What is the version that is being updated and to what?
 - Version upgrade is from v18.1 to v21.1
- What is the expected Go Live date?
 - The new update is expected to go live in April 2022
- What is the impact of the upgrade to users?
 - The upgrade will impact campus users' login credentials
 - There will be no anticipated changes to the user interface, reporting or workspaces
- Who should I contact if I have further questions?
 - Contact debrachavez@cpp.edu with any questions or concerns

Keep an eye out as more information will be provided as we get closer to the Go Live date!



Internal Managers

To better serve you, Cal Poly Pomona Foundation Inc.'s Financial Services has appointed Internal Account Managers for each college or division of the University for all Foundation Inc. and Cal Poly Pomona Philanthropic Foundation accounts. There have been some changes with respect to who to contact. If you have a question or concern regarding either your Foundation or Philanthropic Foundation account, please contact your Internal Account Manager as listed below.

The following is list of Colleges and Divisions and their respective Internal Account Manager:

Student Affairs Athletics College of Business College of Agriculture (Interim)	Pauline Anongdeth General Business Manager Ext. 2907 pswong1@cpp.edu
College of Education College of Extended University University Library College of Letters, Arts and Social Sciences University Advancement (Interim)	Jason DeBellis Enterprise Accounting Manager Ext. 4678 jmdebellis@cpp.edu
College of Engineering	Chiayin Joyce Hsiung Financial Systems Accountant Ext. 2941 chsiung@cpp.edu
Collins College of Hospitality Management	Alida Y. Lam AR/Cashier Supervisor Ext. 2904 alidalam@cpp.edu
Academic Affairs Office President's Office Administrative Affairs Office College of Environmental Design College of Science IT Alumni Affairs (Interim)	Debra Chavez Financial Systems Manager Ext. 2909 debrachavez@cpp.edu



Foundation Management Team Hosts Holiday Appreciation Party!

The Foundation's Holiday Appreciation Party took place Friday, December 3rd at Innovation Brew Works from 5 p.m. - 8 p.m. The Foundation's Management Team hosted the event to show their appreciation for all hourly employees. Management made sure to provide food, hand-crafted soda, games, raffles and a photo booth!

Guests could enter the raffle by winning tickets at each game station. The raffles took place throughout the night, with great prizes ranging from movie tickets to an Apple iPad and flat-screen TV!

The party was a fun way for Foundation staff to celebrate the holidays together!



Executive Director Jared Ceja and Human Resources Director Shari Benson stopped by IBW to make craft orange soda for the event.



Holiday Appreciation Party Highlights



Bronco Bookstore's Holiday Sales

Do your holiday shopping at the bookstore!



Sale

20% OFF

**All Holiday Merchandise,
Clothing, School Supplies,
Gifts, General Books & Bronco
Branded Items**

DISCOUNTS TAKEN FROM MARKED PRICE

 **BRONCO BOOKSTORE** *exclusions apply

This banner features a blue background with white snowflake patterns. At the top right is a gingerbread man wearing a Santa hat. Below the word 'Sale' is a stack of three yellow gift boxes with red and white striped ribbons. The text '20% OFF' is prominently displayed in the center. Below that, the sale details are listed in red and white. At the bottom, the Bronco Bookstore logo is shown on the left, and the text '*exclusions apply' is on the right.



Sale

30% OFF

**Select Holiday
Candy, Decorations,
and Gifts**

 **BRONCO BOOKSTORE** *in stock only

This banner features a blue background with white snowflake patterns. At the top right is a gingerbread man wearing a Santa hat. Below the word 'Sale' is a stack of three yellow gift boxes with red and white striped ribbons. The text '30% OFF' is prominently displayed in the center. Below that, the sale details are listed in red and white. At the bottom, the Bronco Bookstore logo is shown on the left, and the text '*in stock only' is on the right.



Bronco Bookstore Hosts Annual Winter Wonderland Holiday Mixer!

In collaboration with the Cal Poly Pomona Alumni Association and Bronco Parent and Family Engagement, the Bronco Bookstore hosted the annual Cal Poly Pomona Winter Wonderland Holiday Mixer on November 19th from 4:30 p.m. - 7:30 p.m. in the Building 66 Atrium.

The event welcomed CPP staff, faculty and alumni to celebrate the holiday season. There was a live DJ, photo booth, raffles, free snacks and discounts on bookstore merchandise. Select CPP crewnecks were available for \$19.99 and hoodies for \$24.99 in the bookstore. The first 100 RSVP'd guests received a plush Bronco!



CPP Alumni Association, Bronco Parent and Family Engagement, the Poly Pantry and Josten's set up booths for attendees to visit and learn more about their organizations.

Poly Trolley 2 also made an appearance outside for guests to purchase food.

70 lucky raffle winners went home with presents! The event was a huge success with a great turnout!

You can view and download photo booth pictures at <https://www.broncobookstore.com/photos>

View the Winter Wonderland Holiday Mixer Recap Video here: <https://youtu.be/9bRt1nsEILc>



Shake up this Holiday Season with an Easy Eggnog Shake!

Courtesy of All Recipes

INGREDIENTS

- 1 Large Banana
- ½ cup vanilla frozen yogurt
- ½ cup milk
- ½ cup low-fat eggnog
- 4 large ice cubes
- 1 teaspoon malted powder (optional)

<https://www.allrecipes.com/recipe/256423/easy-holiday-eggnog-shake/>

DIRECTIONS (4 servings)

1. Combine banana, frozen yogurt, milk, eggnog, ice cubes, and malted milk powder; blend until smooth.



Image Credit: [All Recipes](#)



Santa's Workshop



assemble
box
boys
build
busy
Christmas
elf
elves
factory
gifts
girls
hammer

helper
letters
lights
list
merry
nails
naughty
nice
North Pole
ornaments
package
paint

presents
reindeer
Santa
sleigh
snow
stocking
table
Toyland
toys
tree
workshop



Employee Profile

Julia Carney

Job title: Marketing Communications Coordinator

Length of employment: 3 weeks

What is your favorite movie? My favorite movie is 13 Going On 30

What is your favorite song? "If I Fell" by The Beatles

What is on your bucket list? I would love rent an RV to go on a road trip across the country with my friends. I think it would be so fun to just be on the road and stop in as many states as possible.

If you could travel anywhere in the world, where would you go and why? I have always wanted to go on a trip to Europe. I'd love to visit Paris, Rome and London. While in the UK I would want to stop by Liverpool to see the Cavern Club, where the Beatles used to perform.

What are your biggest accomplishments? My biggest accomplishment is graduating college Out of high school I enrolled at Chaffey College for two years then transferred to Cal State San Bernardino. I was very determined to make sure I graduated within four years.

What are your hobbies? I love taking my dogs to the park and going to vinyl record stores with my dad. I have two dogs, a maltipom and a golden retriever mix that are both very spoiled!

What's the best gift you've ever received? My favorite kind of gifts are ones that are custom/personalized. For Valentine's Day a few years ago, my boyfriend made me a music box that lit up and had pictures of us in it.

What's the best meal you've ever had? Over the summer I went to New Orleans and had the best boiled shrimp. It was cajun seasoned and came with corn and potatoes.

What was your first job? When I was 16 I got my first job at Scandia, a small amusement park in Ontario. I worked there for 4 years and was promoted to Senior Manager before they went out of business.







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.

