



INSTANT ACCESS COMPLETE ANNUAL REPORT OUT NOW SEE PG. 11

MARK YOUR CALENDARS

August 2024

8/22

Classes begin

September 2024

9/2

Labor Day

9/27

Pumpkin Fest Preview Night

SAVE THE DATE: PUMPKIN FEST PREVIEW NIGHT

Join us for a night of food, wine, and beer tasting amidst the pumpkins on **Friday, September 27 from 5 - 8:30 p.m.!**

The 3rd Annual Pumpkin Fest Preview Night will take place in the Cal Poly Pomona Pumpkin Patch by the Farm Store, 4102 S. University Drive. The event will include offerings from our very own Innovation Brew Works and Horsehill Vineyards.

Preview Night is open to the public. Admission is restricted to guests 21 and over.

Tickets will go on sale mid-August at <https://www.cpp.edu/pumpkinfestival/preview-night.shtml>.



EMPLOYMENT SERVICES

NEW HIRES

Mallory Elvena - Academic Advisor - Talent Search
Ana Garcia Alvarez - Research Associate - Academic Affairs
Moises Bravo - Research Associate - Academic Affairs
Rebecah Mayorga - Coordinator II - College of Agriculture

PROMOTIONS

Joseph Bustamante - Director - IT/MIS
Lorraine Chow - Assistant Manager - Dining Services
Allyson LeClair - Assistant Director - University Village
Hui Chieng - Manager, EHS - Environmental Health & Safety

ANNIVERSARIES

Scott Barak - 5 Years of Service - University Village
Lorraine Chow - 15 Years of Service - Dining Services

PAYROLL UPDATES

The next Payroll training will be on **Thursday, August 15**.

Please contact fdnpayroll@cpp.edu to reserve a seat and get more information on time availabilities.

BENEFITS CORNER!

EMPLOYEE ASSISTANCE PROGRAM (EAP)

The free Mutual of Omaha EAP offers confidential access to personalized care and self-help resources. Mutual of Omaha's experts can help with stress, medical questions, life events like divorce, or legal issues.

- All benefit eligible employees receive **3 free visits** per concern
- Visit <https://www.mutualofomaha.com/eap/>
- Access to the EAP service can be obtained by calling 1-800-316-2796

OPTUM EMPLOYEE ASSISTANCE PROGRAM

VEBA's Employee Assistance Program through Optum is designed to provide confidential support for life's challenges or more serious problems.

- **Available 24/7, 365 days at no cost**
- **A Work Life Balance Program** for members where EAP staff research resources including
- **5 consulting visits** per incident
- Contact Optum by phone or online at 888-625-4809 or by visiting liveandworkwell.com (Access code: VEBA)

EMPLOYMENT SERVICES

SCHOOLSFIRST FEDERAL CREDIT UNION OPENING SOON ON CAMPUS!

SchoolsFirst Federal Credit Union Cal Poly Pomona branch will be soft-opening **August 19**.

Located on the second floor of the Bronco Bookstore, CPP employees are encouraged to open a free account with the branch and sign up for direct deposit. With direct deposit, employees are always paid on time, your security is increased and it's free and convenient!

Stay tuned for the official grand opening of CPP's SchoolsFirst branch soon!



WORKING ADVANTAGE | EMPLOYEE PERKS

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[Working Advantage - LEGOLAND Parks](#)



FINANCIAL SERVICES

WHAT DO YOU CALL A DINOSAUR
THAT'S GOOD WITH MONEY?

AN "INVEST-O-SAURUS"!

GENERAL

- Congratulations to Lisette Gutierrez and Lizette Villar for their job well-done in completing the Public Speaking workshop offered by campus.
- Updated Travel Authorization and Expenses Report form is now available on the Enterprises Intranet. This update includes new per diem rates. Please use this new form for travel that start from **July 1**.

More updates on Enterprises Financial Services forms, policies and procedures to come!

CPP ENTERPRISES

43RD ANNUAL BRONCO GOLF CLASSIC

CPP Intercollegiate Athletics held its 43rd Annual Bronco Golf Classic on Monday, July 29 at the Glendora Country Club.

The golf tournament raises funds that are directed into scholarship support for CPP student athletes! CPP Enterprises is proud to partner with Athletics, providing food and beverages and participating in the event.

Athletics specifically expressed gratitude for CPPE's Thomas Sekayan, Aaron Neilson and Sandy Cain for their help in sponsoring the annual golf classic.



CPP ENTERPRISES CONT.

DAVID CORRAL AND SUSAN TANARTKIT EARN LEAN SIX SIGMA GREEN BELT!

David Corral, Associate Director of Dining Services, and Susan Tanartkit, Assistant Director of Contracts and Project Management, have both earned their Lean Six Sigma Green Belt.

Lean Six Sigma is a managerial training program that strives to teach leadership effective ways of minimizing physical resources, time, effort and talent while maintaining quality in production and organizational processes. The Lean Six Sigma Green Belt program is specifically catered towards teaching management road maps to lead projects alongside extensive analytical methods used for process optimization.

These trainings are applicable to various fields and departments, and Lean Six Sigma Institute has an impressive track record of successful businesses that utilize their methods.

Congratulations to both David and Susan for this notable accomplishment in professional growth!





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Grab 'n' go



*Terms apply: <https://lp.grubhub.com/campuslegal2022/>

DINING SERVICES

CATERTRAX: CAMPUS CATERING MADE EASY!



Retail Catering is pleased to announce the relaunch of Catertrax, CPP Dining's catering order website, effective August 12.

Customers will now have the ability to place orders, update changes and attach all required supporting documents required for payment through the Catertrax website. Communications regarding catering orders will also be centralized to the website, ensuring a more efficient catering ordering process.

This relaunch intends to better support Retail Catering's commitment to customer service for placing and billing orders, and the team is committed to increasing customer satisfaction through this online ordering system.

Retail Catering has also prepared step-by-step instructions on how to order through Catertrax for your convenience:

1. Open Catertrax using the corresponding link for your desired catering unit and **click on the order icon to start your order.**
 - a. If you do not have an account with Catertrax, you will be prompted to create one.
2. Select your desired location and corresponding unit using **the drop-down menu listed on the left side of the page.**
 - a. You will then be prompted to select **the requested date for catering, pick up or delivery option, order and event details, and payment method; click enter to place your order.**
3. Once the order is placed, there will be an option on **the left side of the page to attach required documents.**
 - a. Documents can be found at **the bottom of the main Retail Catering page**, and attachments will need to be in PDF format.
4. To request order changes or guest count modifications, please use **the "Track Order" icon located at the top of your order page.**
 - a. Once you click the icon, you can enter a message or request in the message body text box and click send; **please allow 24 hours for a response.**

If you have any questions or need further assistance, feel free to contact Retail Catering (retailcatering@cpp.edu), and the team will be able to assist you with the ordering process.

Visit CPP's Retail Catering Catertrax websites below:

Retail Catering: <https://cppretailcatering.catertrax.com/>

Centerpointe: <https://cppcenterpointe.catertrax.com/>

Innovation Brew Works: <https://ibwcatering.catertrax.com/>

DINING SERVICES CONT.

TAKOREAN TRAINING IN WASHINGTON D.C.!

CPP Dining Services management staff recently visited Washington D.C. for hands-on training with CPP's newest dining unit: Takorean!

Takorean, a quick-service Korean and Latin American fusion restaurant, will bring its delicious menu to the West Coast for the very first time inside CPP's Campus Center Marketplace beginning fall 2024.

In preparation for the units arrival, CPP Dining Services staff attended an eight-day training program lead by Takorean's Owner and Lead Trainer Mike Lenard. The extensive program covered training on prepping, cooking, grilling, sauce making and closing shift duties at Takorean's two D.C. locations: The Yard and Union Market. Clientele differed between the two locations, one caters towards office clientele while the other focuses on serving younger crowds, allowing the CPP Dining staff to experience the restaurant in varying atmospheres.

"The training was very hands-on and gave a good understanding of execution," said Le'yona Darden, Campus Center Marketplace's retail manager.

The dining team is excited to welcome Takorean to CPP's diverse community very soon!



DINING SERVICES CONT.

INTRODUCING FOODTURE: A HOT FOOD VENDING MACHINE!

CPP Dining Services is pleased to announce the arrival of CPP's newest vending machine: FOODTURE!

The FOODTURE vending machines allow customers to buy and enjoy hot, restaurant-quality food in as little as three minutes. Simply chose the desired meal on the touchscreen display, pay with card, and a within a few moments— a hot, filling meal is ready to go!

The innovative machines feature offerings like pizza, pasta and salads, and can be found at two locations on campus: Campus Center Marketplace and the College of Engineering breezeway.



CPP DINING HONORED AT NACUFS CONFERENCE!

CPP Dining Services was celebrated at the 2024 National Association of College and University Food Services (NACUFS) National Conference in Louisville, Kentucky on July 20.

A select team of Dining Services management, including Aaron Neilson, Carlo Arceo, David Corral and Thomas Sekayan, were presented with a certificate for CPP Dining's recent Silver Loyal E. Horton Dining Award.

BRIC Break, a customizable smoothie and acai bowl shop, won Silver in the Retail Sales: Single Concept category, and was judged based on the unit's menu, design, nutrition, sustainability and overall wow factor. Located inside CPP's Bronco Recreation and Intramural Complex, be sure to try out the award-winning unit this fall semester!



BRONCO BOOKSTORE

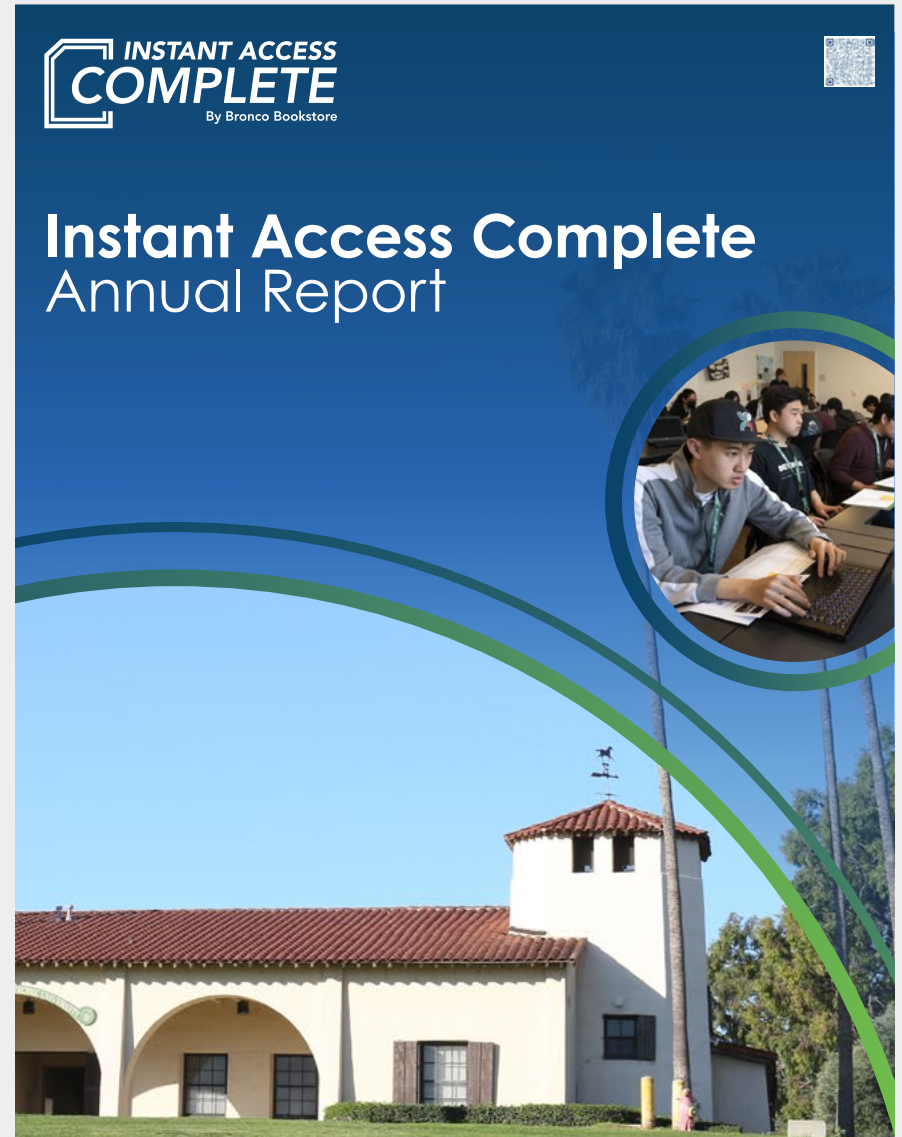
INSTANT ACCESS COMPLETE FIRST ANNUAL REPORT OUT NOW!

The Bronco Bookstore's first annual Instant Access Complete (IAC) report is now available for review.

The comprehensive report details information and statistics regarding IAC's noteworthy impact over the 2023-2024 school year. Highlights include the program saving students over \$2 million on required textbooks and course material, and removing a whopping 351 tons of carbon emissions from the atmosphere by distributing digital copy over print.

The report also notes future initiatives to enhance the effectiveness of the IAC program including an expanded partnership with the library as well as in-person workshops to provide more transparency regarding the program for students.

[Read the full report here.](#)





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SOCIAL MEDIA CORNER

Can you believe summer break's almost over?! The CPPE Social Media Team worked hard to keep the CPP community updated and engaged throughout July on both social media accounts. Here are the top posts of the month:



@BroncoBookstore



@CPPDining

Be sure to follow Enterprises' social media accounts to stay up to date with all the sales, promotions and events we host around campus!

Find @BroncoBookstore on [Instagram](#), [Facebook](#) and [X](#)!

Find @CPPDining on [Instagram](#), [Facebook](#) and [X](#)!

EMPLOYEE PROFILE



CHEF THOMAS LAU

Job title:

Sous Chef at Kellogg West.

Length of employment:

24 years and 2 months.

I have a talent for...

Cooking most dishes without a recipe.

What are your biggest accomplishments?

First, being at my current job for over 24 years. I met and learned from many talented chefs in the past. I learned to work hard, never give up and inspire young future chefs. Second, I got married to my greatest husband last December.

What is your favorite movie?

Only You by Marisa Tomei and Robert Downey Jr.

What is your favorite song?

Frozen by Madonna.

What are your hobbies?

Home decorating and floral arrangements.

What is on your bucket list?

Owning my own florist shop.

What was your first job?

At 7-eleven.

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

My grandmother's Chinese cooking.

If you would like to be featured in the next newsletter or would like to nominate someone please email mkt@cppfoundation.com.

ABOUT CAL POLY POMONA ENTERPRISES

To support the educational mission of Cal Poly Pomona, Cal Poly Pomona Enterprises provides services, financial aid and administrative assistance to the university community, and is the largest employer of students on the campus, providing invaluable work experience to approximately 1,500 students each year.

Additional support includes post-award compliance to Sponsored Programs and Awards, services to The Farm Store, Philanthropic Foundation, Enterprises Programs, and more.

In addition, CPP Enterprises provides a wide range of essential services for the campus community, including Dining Services, the Bronco Bookstore, faculty/staff housing, University Village housing, the Kellogg West Conference Center and Hotel, commercial real estate activities and Innovation Village.

Because of your support, CPP Enterprises 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.

