



Onboarding Information

Division of Student Affairs | California State University, Fullerton



THE CALIFORNIA STATE UNIVERSITY

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Maritime Academy / Monterey Bay / Northridge / Pomona / Sacramento / San Bernardino / San Diego / San Francisco / San Jose /
San Luis Obispo / San Marcos / Sonoma / Stanislaus



Dear Colleague,

A very warm welcome to you! We are thrilled to have you as the newest addition to the Division of Student Affairs at California State University, Fullerton.

As members of a diverse campus community with more than 40,000 students, we have numerous opportunities to connect with and work alongside so many incredible individuals. The purpose of this document is to help you better understand our work, the campus structure, and other key elements that may make your transition into the Titan Family that much easier.

By the end of this packet, we hope that you come to a greater understand for the significance of our work and how you can be a valuable contributor to our mission of transforming the lives of our students.

Be well, be joyous!

Tonantzin Oseguera, Ed.D.
Vice President
Division of Student Affairs

Table of Contents

03	President's Cabinet
04	Vice President's Cabinet
05	About the Division of Student Affairs
09	Contact List
11	Frequently Used Acronyms
13	CSUF Campus Map
14	Titan Athletics Map
15	Resources: Staff of the Month
16	Resources: Jobs and Communications
17	Resources: Technology
18	Resources: Campus



@CSUFstudents
@FullertonTitans
@ASlcsuf



University President's Cabinet



Framroze Virjee
President



Danielle García
Chief of Staff



Catherine Barrad
University Counsel



Alexander Porter
Vice President for
Administration
and Finance/CFO



Amir H. Dabirian
Vice President for
Information Technology &
Chief Information Officer



David Forgues
Vice President for
Human Resources,
Diversity & Inclusion



Tonantzin Oseguera
Vice President for
Student Affairs



Gregory J. Saks
Vice President for
University Advancement



Carolyn Thomas
Provost and Vice President
for Academic Affairs

Vice President's Cabinet



Jim Donovan
Director of
Titan Athletics



Dave Edwards
Executive Director
Associated Students, Inc.



Martha Enciso
Associate Vice President
for Student Affairs



Chalea Forgues
Chief of Operations



Rob Scialdone
Assistant Vice President,
Resource, Budget,
& Planning



Chelsea Strohm
Executive Assistant to
the Vice President for
Student Affairs /
Chief of Operations



Vincent Vigil
Sr. Associate Vice President/
Dean of Students



Elizabeth Zavala-Acevez
Associate Vice President
for Student Affairs

About | Division of Student Affairs

Our Purpose

The purpose of the Division of Student Affairs is to transform the lives of our students academically, personally and professionally, equipping all with the knowledge and skills required for success at Cal State Fullerton and beyond degree completion.

Our Values

All that we do and the decisions we make are rooted in the following values:

- » Student-Centered
- » Integrity
- » Diversity
- » Collaboration
- » Excellence

Overview

The Division of Student Affairs is made up of more than 450+ employees across 50+ departments. These departments comprise the following service areas:

- » Engagement and Well-Being
- » College Access and Career Pathways
- » Identity and Belonging
- » Associated Students, Inc.
- » Titan Athletics
- » Title IX





About Engagement and Well-Being

The area of Engagement and Well-Being consists of departments dedicated to helping students navigate through their own challenges to be successful in their curricular and co-curricular activities. The area provides a personalized approach to supportive services to make certain students are able to enhance their personal and academic experiences. Each department strives to make a significant difference in a student's life and help them reach their potential at Cal State Fullerton and beyond.

For more information, please visit: www.fullerton.edu/sa/engagement

About College Access and Career Pathways

The area of College Access and Career Pathways consists of departments dedicated to building a pipeline of college success from outreach, admission, funding their education, community engagement, and career development.

For more information, please visit: www.fullerton.edu/sa/pathways

About Identity and Belonging

The area of Identity and Belonging consists of departments dedicated to the priorities of diversity, inclusion, supporting students in a meaningful way to give a sense of belonging and connectedness, which are essential for the persistence and graduation rates of students, aiming to empower Titans in the process of matriculation.

For more information, please visit: www.fullerton.edu/sa/belonging



About Associated Students, Inc.

Associated Students, Inc. (ASI) provides for student governance, shared governance of the university, programming of student activities, funding of campus organizations and athletics, and the operation of a nationally accredited child development center.

ASI provides student development opportunities through leadership, volunteer, and employment experiences. In addition, ASI provides campus community members with important social, cultural, and recreational opportunities. As an auxiliary organization, ASI does not receive any funding from state sources.

For more information, please visit: asi.fullerton.edu

About Titan Athletics

From humble beginnings and with modest resources, the Titans have achieved successes that are the envy of many older and larger universities across the country. The Titans have won 12 national team championships in seven sports and have produced hundreds of individual All-Americans, dozens of professional athletes, several Olympians and numerous national coach of the year award winners.

A National Collegiate Athletic Association Division I institution, Cal State Fullerton competes in the Big West Conference, sponsoring seven men's and 10 women's sports.

For more information, please visit: www.fullertontitans.com

About Title IX and Gender Equity

In order to make sure Cal State Fullerton is in compliance with Title IX, the Title IX and Gender Equity Office is responsible for ensuring that all programs and activities at Cal State Fullerton are free from sex and gender-based discrimination. This applies to all academic, educational, extracurricular, and athletic activities (both on and off campus).

For more information, please visit: www.fullerton.edu/titleix



Contact List | Student Affairs

Department	Ext.	Website	Location
Office of the Vice President for Student Affairs	x3221	fullerton.edu/sa	LH 805
Academic Appeals	x3221	fullerton.edu/academicappeals	LH 805
Athletics Academic Services	x3057	fullertontitans.com/athletics/academics	LH 209
Career Center	x3121	fullerton.edu/career	LH 208
Center for Internships and Community Engagement (CICE)	x3746	fullerton.edu/cice	LH 206
Center for Scholars <ul style="list-style-type: none"> • Abrego Future Scholars • Foster Youth Student Support • Guardian Scholars • Nicholas Academic Scholars • President's Scholars 	x3458	fullerton.edu/scholars	PLS 170
Counseling and Psychological Services	x3040	fullerton.edu/caps	SHCC E 116
Dean of Students	x3211	fullerton.edu/deanofstudents	TSU 243
Disability Support Services	x3112	fullerton.edu/dss	GH 101
Diversity Initiatives and Resource Centers <ul style="list-style-type: none"> • African American Resource Center x3230 • Asian Pacific American Resource Center x3742 • Latinx Resource Center x2537 • LGBTQ Resource Center x4218 • Titan Dreamers Resource Center x3234 	x4391	fullerton.edu/dirc fullerton.edu/aarc fullerton.edu/aparc fullerton.edu/lcrc fullerton.edu/lgbtq fullerton.edu/tdrc	PLS 180
Educational Partnerships <ul style="list-style-type: none"> • GEAR UP x7783 • Educational Talent Search x8545 • Upward Bound x3254 	x3943	fullerton.edu/partnerships	TH 1220
Housing and Residential Engagement	x2168	fullerton.edu/housing	HA

Department	Ext.	Website	Location
Male Success Initiative – Fullerton	x4870	fullerton.edu/msi	GH 230
Office of Financial Aid	x3125	fullerton.edu/financialaid	GH 146
Outreach, Recruitment and Orientation	x2086	fullerton.edu/oro	THALL 1203
Educational Opportunity Program	x2288	fullerton.edu/eop	GH 231
Student Support Services	x5210	fullerton.edu/sss	GH 179
Student Health Services	x2800	fullerton.edu/studentwellness	SHCC West
Student Life & Leadership	x7622	fullerton.edu/sll	TSU 234
Veterans Resource Center	x8660	fullerton.edu/veterans	GH 230
Auxiliary Services			
Associated Students, Inc.	x2468	asi.fullerton.edu	TSU 2017
Intercollegiate Athletics	x2777	fullertontitans.com	Titan House

- HA Housing Administration
- LH Langsdorf Hall
- PLN Pollack Library North
- PLS Pollack Library South
- SHCC Student Health and Counseling Center
- TSU Titan Student Union
- GH Gordon Hall

Acronyms | Student Affairs

Acronym	Meaning	*Notes
ASI	Associated Students, Inc.	
ASI L&PD	ASI Leadership & Program Development	*ASI office overseeing ICC programs and funding
ASIP	ASI Productions	
AICA	Association of Intercultural Awareness	*ASI cultural programming/funding board
CAPS	Counseling & Psychological Services	
DOS	Dean of Students Office	
BIT	Behavioral Intervention Team	
DIRC	Diversity Initiatives & Resource Centers	
AARC	African American Resource Center	
APARC	Asian Pacific American Resource Center	
LCRC	Latinx Resource Center	
LGBTQRC	Lesbian, Gay, Bisexual, Transgender, Queer Resource Center	
TDRC	Titan Dreamers Resource Center	
DITC	Designated IT Contact	
DSS	Disability Support Services	
HRE	Housing & Residential Engagement	
HRDI	Division of Human Resources, Diversity and Inclusion	
MSHE	Master of Science in Higher Education	
MSI	Male Success Initiative-Fullerton	
ORO	Outreach, Recruitment & Orientation	
SLL	Student Life & Leadership	
CSICC	Community Service InterClub Council	*Advised by CSLP Coordinator
CSLP	Community Service & Leadership Programs	
ELR	Emerging Leaders Retreat	
EMS	Event Management System	*System hosted by ASI that SLL utilizes to reserve and manage outdoor spaces

Acronym	Meaning	*Notes
ICC	InterClub Councils	
AICC	Arts InterClub Council	
BICC	Business InterClub Council	
CICC	Communications InterClub Council	
EICC	Education InterClub Council	
HSSICC	Humanities & Social Sciences ICC	
HHDICC	Health & Human Development ICC	
NSMICC	Natural Sciences & Mathematics ICC	
FSL	Fraternity & Sorority Life	
IFC	Interfraternity Council	*National and international fraternities
MGC	Multicultural Greek Council	*National, regional, and local fraternities and sororities
NPHC	National Pan-Hellenic Council	*Historically Black/African-American fraternities and sororities also known as the Divine 9
PHC	Panhellenic Council	*National and international sororities
SC	Sports Clubs	
SCICC	Sports Clubs InterClub Council	
SLI	Student Leadership Institute	
TSU	Titan Student Union	
UA	Division of University Advancement	
UCC	University Conference Center	
VPSA	Office of the Vice President for Student Affairs	
VRC	Veterans Resource Center	



- AF** Anderson Field
- ASC** Auxiliary Services Corporation
- B** Bookstore/Titan Shops
- BA** Becker Amphitheater
- BGC** Greenhouse Complex
- CC** Children's Center
- CJ** Carl's Jr.
- CP** College Park
- CPAC** Clayes Performing Arts Center
- CS** Computer Science
- CY** Corporation Yard
- DBH** Dan Black Hall
- E** Engineering
- EC** Education-Classroom
- ECS** Engineering & Computer Science
- EPS** Eastside Parking Structure
- G** Golleher Alumni House
- GF** Goodwin Field
- GH** Gordon Hall (formerly University Hall)
- H** Humanities-Social Sciences
- KHS** Kinesiology & Health Science
- LH** Langsdorf Hall
- MH** McCarthy Hall
- P** Parking & Transportation Office
- PL** Pollak Library
- R** Receiving
- RGC** Ruby Gerontology Center
- RH** Residence Halls
- SHCC** Student Health & Counseling Center
- SGMH** Mihaylo Hall
- SH** Student Housing
- SRC** Student Rec Center
- TG** Titan Gymnasium
- TH** Titan House
- THALL** Titan Hall
- TS** Titan Stadium
- TSU** Titan Student Union
- UP** University Police
- VA** Visual Arts
- NPS** Nutwood Parking Structure
- SCPS** State College Parking Structure

- Parking Information Center
- Buildings
- Student Parking
- Faculty/Staff Parking
- Resident Hall Parking
- Parking Permit Machine
- Park and Pay
- Electric Vehicle Charging
- Uber/Lyft Zones



CAL STATE FULLERTON ATHLETICS MAP



ATHLETIC FACILITIES

- (A) Titan Stadium (Soccer)
- (B) Goodwin Field (Baseball)
- (C) Anderson Family Field (Softball)
- (D) Softball Complex Field 2
- (E) Golf Practice Facility
- (F) Titan Track Complex
- (G) Titan Courts (Tennis)
- (H) Titan Gym (Basketball/Volleyball)

PARKING

CAMPUS LOCATIONS

- (I) Intermural Field West
- (J) Intermural Field East
- (K) Titan House (Athletic Ticket Office)
- (L) Fullerton Arboretum
- (M) Student Housing
- (N) Ruby Gerontology Center
- (O) Student Health Center
- (P) Kinesiology & Health Science Bldg.
- (Q) Student Recreation Center
- (R) CSF Police Department
- (S) Parking and Transportation
- (T) Children's Center
- (U) ROTC Buildings

VISITOR INFORMATION

Resources | Staff of the Month

Staff of the Month Program

The Division of Student Affairs (DSA) Staff of the Month program recognizes the significant contributions of staff employees from across the Division of Student Affairs. Staff are nominated by their colleagues because of outstanding service to the University community and reviewed by members of the Division of Student Affairs Professional Development Committee.

Eligibility

Eligible: Current Student Affairs staff (including ASI and Athletics)
Non-eligible: Student staff, vendors.

Recognition

Staff who are recognized as DSA Staff of the Month will be highlighted via the VPSA website, VPSA social media, etc. All nominees will receive a nomination e-certificate. There is no financial compensation connected to this award.

Nomination and Selection Criteria

A scoring model will be used by the DSA Professional Development Committee based upon the following criteria. Candidates should meet all three criteria to be considered for the award. In order for the committee to fully evaluate the nominated employee's service, it is important that at least one example is provided for each of the criteria within the nomination form. The same example can be used for multiple or all criteria as long as sufficient explanation is given for how the example relates to each criteria.

- » Commitment to Diversity, Equity and Inclusion
- » Initiative and/Leadership (facilitates/provides innovative programs/services)
- » Positive Attitude and/or Teamwork (displays a helpful and cooperative attitude toward others; assists with important projects/initiatives) Teamwork (assists colleagues with important projects/



Resources | Jobs & Communications

Where can I learn more about employment opportunities for students, staff and faculty?

- » Human Resources, Diversity and Inclusion
hr.fullerton.edu/jobs
- » Career Center
www.fullerton.edu/career/students/jobs-internships/
The Career Center is committed to engage, educate, and empower students by providing high-quality services in career development, planning and preparation, experiential learning, job and graduate or professional school attainment.
- » The Center for Internships & Community Engagement
www.fullerton.edu/cice
CICE creates cooperative linkages between higher education, community organizations and professional offices and strives to create high quality, community-based experiences that benefit students, partner sites, and communities.
- » Associated Students, Inc.
asi.fullerton.edu/about#Employment
- » Titan Athletics
www.fullertontitans.com/athletics/employment

What resources are available to communicate across our campus community?

Our campus has numerous communications channels to connect with various target audiences. To follow are a few well-known communication channels and departments:

- » Flyers, Posters & Banners
Registered campus departments may post flyers, posters, and banners at approved campus locations. However, they must first be preapproved by Student Life & Leadership. For more information, please visit TitanLink or www.fullerton.edu/sll.
- » Email Communication
VPSA@fullerton.edu is an email account reserved for Division of Student Affairs email announcements and campus-wide email announcements. If you would like to distribute information related to your department, please submit a formatted email announcement to your supervisor to be reviewed and approved. The email will then be reviewed by the Chief of Operations for final approval. Once all parties have reviewed, the message will be disseminated to the appropriate distribution list.

Please note: Only one memo will typically be sent per day via vpsa@fullerton.edu.

- » University Branding/ Communication
brand.fullerton.edu
Strategic Communications, a department within the Division of University Advancement, is responsible for oversight of communications practices at CSUF.
- » Associated Students, Inc.
asi.fullerton.edu/services
For digital banner requests on digital boards within the Titan Student Union and/or the Student Recreation Center.
- » Titan Athletics
For marketing and promotional inquiries with Titan Athletics, please email athleticsmktg@fullerton.edu.

Resources | Technology

IT Service Requests

www.fullerton.edu/it

Below is a quick roundup of potential questions you may have as it pertains to technology at Cal State Fullerton. Additionally, there is a link to a comprehensive guide produced by the Division of Information Technology that you can review.

Faculty & Staff Software

The Division of Information Technology offers a variety of free software for active faculty and staff. The software titles are available for employees to download for campus, home, or cloud use. Learn more at fullerton.edu/it/services/software.

Frequently Asked Questions

What technological equipment do I qualify for?

Full-time Staff are qualified for a Desktop

Full-time MPPs are qualified for 2 packages: Desktop, a Laptop and an iPad (4G/LTE model) or 27" Monitor, a Laptop and an iPad (4G/LTE model)

Part-time Staff are qualified for a Desktop only

Temporary hires, consultants, and retired annuitants only qualify under special circumstances.

Who has the ability to request technological equipment?

Department IT Coordinators (DITCs) can request technology equipment for you.

How do I get access to the IT Service Catalog Request Forms?

All authorized DITCs have access to the IT Service Catalog Request Forms upon completion of the IT Service Catalog Request Form training. Please contact your supervisor for more information.

What's the difference between a campus email account and a login account?

Login account = Can log on to campus computers and the campus portal using a faculty/staff username (i.e. larthur, zzjpendray, ittraining). There is no associated email address.

Email account = Can log on to campus computers and the campus portal using a faculty/staff username (i.e. larthur, zzjpendray, ittraining). Can send/receive emails from a campus faculty/staff email address (i.e. larthur@fullerton.edu, zzjpendray@fullerton.edu, ittraining@fullerton.edu).

What are ZZ Accounts?

ZZ accounts are accounts that are created for student assistants and graduate assistants in order to provide them access to services on the faculty/staff portal. The zz account can be used to login account (i.e. zz-tuffy) or an email account (i.e. zz-tuffy@fullerton.edu). DITCs need to request zz accounts for student assistants using the Account Management forms.

Do we have an IT network that is specific to the Division of Student Affairs to archive documents/information?

While we do not have a centralized network, common practice across the University is to use an "@fullerton.edu" email account to create a Dropbox account. Check with your supervisor or with IT to learn more.

How do I get in touch with the IT Help Desk?

Phone: (657) 278-7777

Email: ITHelpdesk@fullerton.edu

How can I create a campus website for my department?

Any division, college, department, and even faculty/staff can have a website hosted by the Campus. Depending on how your area runs that may mean faculty/staff pages are maintained in the main department office by support staff. CSUF IT works with everyone to find the best solution for their needs.

For more information, please visit www.fullerton.edu/webservices.

What is the Accessible Technology Initiative (ATI)?

The CSU Accessible Technology Initiative (ATI) is the effort by the California State University (CSU) system to ensure that information and communication technology (ICT) is accessible to all students, faculty, staff, and the wider community. ICT includes websites, computer software and hardware, and multimedia such as video. For more information, visit www.fullerton.edu/ati.

Resources | Campus

CSUF Procurement Card Program

The Cal State Fullerton Procurement Card Program has been successfully operating for over 10 years. The cards currently in use provide a great convenience to faculty, staff and administrators in obtaining office supplies to support department operations as well as in facilitating business travel.

The Procurement Card Program represents an official delegation of purchasing authority. It is the responsibility of the Cardholder and Approving Official to ensure that all University policies and procedures have been followed for all expenditures charged to the Procurement Card.

For more information on if you may need to obtain a Procurement Card, please contact your supervisor or visit adminfin.fullerton.edu/cp/services/ebusiness.

Travel Operations

The mission of Travel Operations is to serve as a support function to meet the University's goals and objectives. The primary goal of Travel Operations is to provide for timely and accurate recording of University travel-related expenditures and to ensure that CSUF employees, vendors, and on-campus candidates are paid in a timely, accurate and efficient manner consistent with the overall guidelines and regulations.

For more information on travel, please contact your supervisor or visit adminfin.fullerton.edu/finance/ap_travel.

Approved Vendors

In order to use your Procurement Card with external vendors or companies, the entity must be approved by Cal State Fullerton. For more information, please contact your supervisor or visit adminfin.fullerton.edu/cp/services/suppliers.

Additional Resources

Annual Reports & Archives

Learn more about the Division of Student Affairs history: fullerton.edu/sa/assessment/publications.

Assessment

The Division of Student Affairs systematically collects data pertaining to student experiences in the co-curriculum. Student Affairs at CSUF is focused on the improvement of programs and services through student centered, intentional, and ongoing assessment. With student success as the guiding principle, Student Affairs advances holistic student learning and development by creating meaningful connections through educationally purposefully activities. More information can be found at fullerton.edu/sa/assessment.

CSUF Campus Directory

Search the CSUF campus database to find contact information of colleagues: apps.fullerton.edu/directory

CSUF Brand and Downloads

Learn more about the CSUF brand and services, and download templates and logos: brand.fullerton.edu

Social Media Directory

Engage with the CSUF community through social media platforms: social.fullerton.edu/directory

University Catalog

CSUF's interactive, fully online catalog contains a number of features to assist, including advanced search options, user-friendly navigation and a personal portfolio to store favorite programs and courses: catalog.fullerton.edu