

CSUF Human Resources, Diversity and Inclusion **DIVISION OF**

Division of Human Resources, Diversity & Inclusion 1 2022-23 Fiscal Year **ANNUAL** REPORT 2022 2023

About HRDI

The division of HRDI is comprised of nine departments and five units. Since 2013, when HRDI was formed, we have served state employees, including faculty, staff, and student employees by providing human resource services, while supporting the University's mission to advance diversity and inclusion.

Stay up to date on the latest news. Follow us on:



@csufhr



@CSUFHumanResources

@hr.fullerton.edu

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The 2022-23 Annual Report for the Division of Human Resources, Diversity & Inclusion at Cal State Fullerton highlights services and accomplishments achieved within the 2022-23 fiscal year. Developed, edited, and designed by Wendy Gillroy. Content and editorial assistance from the HRDI People Leadership Team and HRDI staff. Photography by Matt Gush, Strategic Communications and HRDI staff. Thank you to the many individuals who contributed to the development of this report and to our campus community partners for your support. For the latest updates from the Division of HRDI, visit our website at hrfullerton.edu.

CALIFORNIA STATE UNIVERSITY FULLERTON

Message from the Vice President

Dear Titan Family,

As we reflect on our accomplishments, we are thrilled to share with you one of the most significant milestones that stands out in our journey – the completion of the Human Resources, Diversity, and Inclusion (HRDI) 5-Year Strategic Plan. This achievement represents a tremendous leap forward in our mission to provide invaluable services and create an inclusive environment where a diverse community can flourish. We couldn't have reached this milestone without your unwavering support and collaborative efforts, which have been instrumental in our success.

As we celebrate a decade as a division, we are excited about the future and the opportunities ahead. Among the change we eagerly await is the Climate Survey's results, expected in the coming months. This survey will provide insights into the experiences and perspectives of our community members, enabling us to make informed decisions and further enhance our campus environment. Additionally, it will serve as a foundation for shaping the next university strategic plan. We encourage everyone to actively engage in this process so that we can collectively witness our work materialize into new goals.

We are also delighted to announce the establishment of the Commission on Equity, Inclusion, and Social Justice (CEISJ) at Cal State Fullerton. Guided by our Principles of Social Justice, this commission will ensure that equity and inclusivity remain at the core of our institution's mission. Moreover, we are committed to introducing the equitable searches learning series, offering fresh and dynamic campus-wide training and development opportunities tailored to the needs of our employees. The Leadership Excellence and Development (LEAD) Program for managers and a renewed focus on workforce development are also among our critical endeavors.

As we look ahead to the future, we are energized by the possibilities that await us. With your support and collaboration, we are confident that our institution will continue to thrive and make a positive impact on the lives of those we serve.

Our dedicated employees are true catalysts for transforming lives through the power of education. We deeply value their role in shaping our students' future, institution, and community. Together, we strive to create an environment that fosters growth, learning, and respect for all. Thank you for being part of our journey and contributing to our shared success.

Sincerely,

David Forgues, Ph.D., SHRM-SCP Vice President for Human Resources, Diversity & Inclusion

Forbes

Recognizes Cal State Fullerton



America's Best Employers for Diversity

Cal State Fullerton was recently recognized by Forbes magazine as one of <u>America's Best Employers for Diversity</u> <u>2023.</u> CSUF made the top 500 list, ranking 425 out of the companies noted for their progress and efforts on behalf of Diversity, Equity, and Inclusion.

#425 CSUF made the top 500 list

Best Midsize Employer

Cal State Fullerton is No. 41 out of 500 national employers ranked on the 2023 Forbes list of Best Midsize Employers in America. CSUF ranked in the top 5 of Forbes's 2023 Best Midsize Employers in the education industry.



#41 Out of 500 National Employers

OUR VALUES

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PEOPLE FIRST contributing to a community of belonging;



INCLUSION embracing and welcoming diversity;



DILIGENCE with careful and consistent effort;



INTEGRITY with the aim of honesty and trustworthiness in all interactions;



INNOVATION introducing original and creative thinking; and



COLLABORATION creating better solutions together than we could alone.

OUR VISION

The vision of the Human Resources, Diversity, and Inclusion (HRDI) Division is to empower the CSUF community through excellent and innovative service.

OUR MISSION

HRDI's mission is to deliver valuable services to create an environment where a diverse community thrives.

EMPLOYEE VALUE STATEMENT

At Cal State Fullerton, we take immense pride in our campus, where every employee is driven by a shared purpose: to transform lives through the power of education. We are committed to fostering an exceptional employee experience where you will be a catalyst for change.



What we do

HUMAN RESOURCES SERVICES

- Staff employment services Employee life cycle
- HRS subunits are as follows:

Compensation Services

Staff Compensation Services

Talent Acquisition

 Recruitment and appointments Employment Services (for Management Personnel Plan (MPP), staff, and temporary appointments pool)

Payroll Services

- Absence management
- Attendance Process
- CHRS
- Employment & Student
 Payroll
- HR Data Analytics
- Position Management

Academic Human Resources

- Faculty Appointments
- Faculty Compensation Services
- Student Employment

Total Wellness

- Well-being
- Perks at Work
- Employee Assistance Program
- Benefits & Retirement
- Workers' Compensation
- ADA/Disability Accommodations Leaves

OFFICE OF THE VICE PRESIDENT/OPERATIONS

- Employee Recognition
- Campus & Division Events
- University Awards Program
- Special Projects & Strategic Planning
- HR/Operations & Budget
- Communication & Website
- Assessment

LABOR/EMPLOYEE RELATIONS

- Faculty and Staff Labor Relations
- Faculty and Staff Employee
 Relations
- Performance Evaluations
- CSU Bargaining Agreements

RISK MANAGEMENT

- Insurance & Risk Programs
- Document Retention Management
- Information Requests
- Faculty/Staff Visas &
 Permanent Residency
- Volunteer Program
- Claims & Litigation
- Consultations & Assessments
- Foreign Travel
- Compliance
- Fee Waivers

DIVERSITY, EQUITY & INCLUSION PROGRAMS (DIEP)

- Academic Recruitments (Faculty)
- Diversity, Equity & Inclusion
 Initiatives
- Community & Engagement
- Equitable Searches

Discrimination, Harassment & Retaliation

 Discrimination, Harassment, Retaliation (DHR) Complaints and Resolution

Engagement & Learning

- Professional Development
- Community Events

Conflict Resolution Program

 Conflict Resolution & Prevention Consultation, Training and Resources

Staff Development Center

 Advance staff members' capacity for personal and professional growth

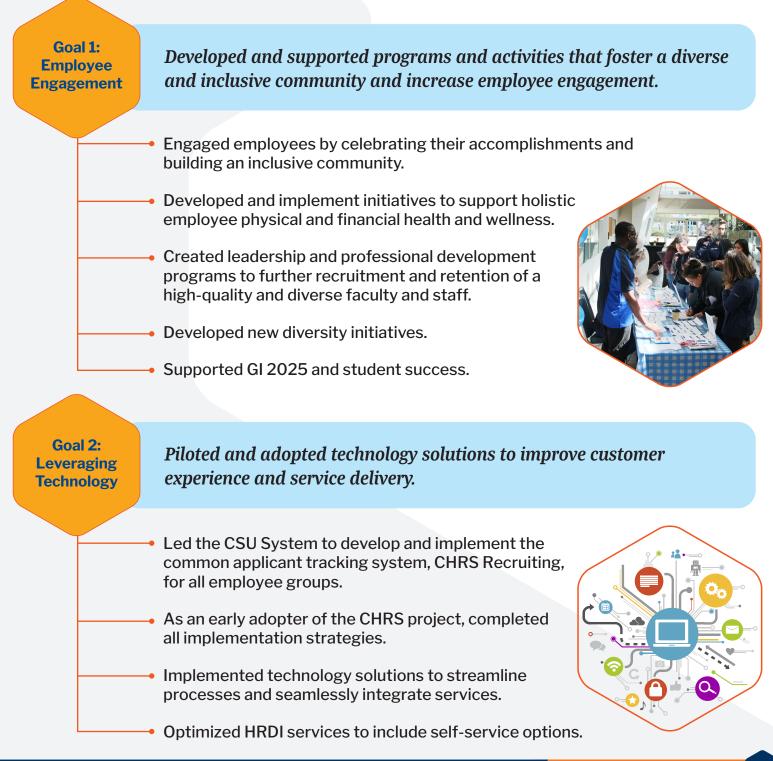




*(Instructional student assistants, graduate assistants, and teaching associate). Data shown is based of the 2022-2023 fiscal year for state employees unless otherwise noted.

5 Year Strategic Plan <u>Highlights</u>

In 2018 HRDI created its first five year strategic plan. This plan included five goals that included a number of specific objectives. The strategic plan aligned directly with the university's strategic plan. All goal objectives were successfully completed in 2023. Listed below are just some of the highlights of the completed objectives over the five year plan.



5 Year Strategic Plan <u>Highlights</u>

Goal 3: Used employment and customer service data to inform operational **Data-based** decision and strategic decision-making. making Enhanced various data reports to empower decentralized decision-making around human resource functions to increase employee recruitment and retention. Assessed the HRDI customer experience and implemented benchmarks for increased satisfaction. Developed strategies around divisional resource needs and budget stabilization. Goal 4: Improved and streamlined communication between HRDI and **Proactive** University Stakeholders to model transparency and best practice. Communication Updated and enhanced the HRDI website to increase engagement and accessibility as a one-stop shop for **HRDI** services.

> Communicated critical guidelines and processes for HRDI functions.



5 Year Strategic Plan <u>Highlights</u>

Goal 5: Collaborative Partnerships

Pursued strategic collaborations with University partners to strengthen diversity and inclusion and scale University initiatives.

- United stakeholders around initiatives to positively impact compositional diversity and an inclusive climate in support of the University's Strategic Plan.
- Collaborated with University partners to develop or revise key initiatives, policies, and procedures.
 - Developed, promoted and delivered training programs that support cross-divisional goal attainment and address employee development and expertise.
 - -• Strengthened Diversity and Inclusion Initiatives.
 - Pursued opportunities to develop relationships and increase communication with University partners.
 - Continue work related to COVID-19, developed re-entry plans for the division and assisted in developing a phased approach for campus re-entry (new in 20-21).

Scan or click the code to view detailed achievements from the 5 Year Strategic Plan



Divisional Highlights

Wellness at Work

Workshops and services include:

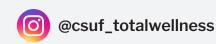
- Beneficiary Update Clinic
- Building Self-Esteem Through Positive Self-Talk
- Clutter Buster
- Communicating Cooperatively at Work
- · Happy (Affordable) Holidays
- Identity Theft
- Jet Dental
- Kaiser Mobile Truck
- Living to Work or Working to Live
- Parenting
- Planning Your Retirement
- Power of NetBenefits
- The Role of IRAs
- The Winter Blues
- Saving and Investing Beyond Your Retirement Plan
- Successful Single Parenting
- Your Retirement Application and Beyond





Employees participated in wellness sessions, webinars, events and workshops Unique wellness sessions were offered to employees







Health & Wellness Expo



The Total Wellness Health and Wellness Expo was held in September 2022. The expo featured over 41 health and wellness vendors and offered free health screenings and flu shots. Over 500 employees were in attendance.



Diversity Equity and Inclusion

CSUF Diversity, Inclusion and Equity Programs

Overall, DIEP hosted a total of

99 diversity education programs

(41 in the Fall, 58 in the Spring) during the 2023-2024 year, representing a notable 39% increase compared to the previous year.



@csufdiversity

3,190

Attendees actively participated in DIEP programs, more than doubling participation in comparison to the previous year.

Respondents of the **DIEP Common Assessment Survey** expressed that their participation in DIEP programming was deemed: highly relevant (86%), of high quality (83%), and effectively fulfilled the learning objectives of the sessions (85%).

The Inclusions Champion Certificate Program (ICCP) has had 174 participants complete their certifications since the creation of the program in 2020. The inaugural ICCP gala was held in May 2023 to honor those who completed their certifications.



The Annual Inclusive Leadership Symposium

was held In June and featured keynote speaker Paige Diggs who presented on microaggressions. During this workshop, attendees received foundational information on microaggressions and learned tools to increase awareness and encourage others to be active bystanders to those experiencing microaggressions.



CSUF

Diversity, Inclusion and Equity Programs

The Campus Climate Survey Initiative

"Your Story, Our Story," took place during the Spring semester of 2023 and resulted in the collection of 2,436 stories 348 (14%) faculty 727 (24%) staff, and 1,361 (3%) students responded to the survey.

Scan or click the code to learn more about the Campus Climate Survey



The One Book, One CSUF selection, One of the Good Ones

authors, Maika and Maritza Moulite, visited campus in February 2023 as a Titans Together initiative led by the Office of Diversity, Inclusion and Equity programs.



The Faculty of Color Learning Community strives to support the retention of faculty of color at Cal State Fullerton. This past academic year, FOCLC hosted three writing retreats for approximately 15 active faculty members of color. The faculty had an opportunity to meet with grant writers and editors and receive feedback on their current research projects.



CSUF | Staff Development Center (SDC)

Supporting CSUF staff personal and professional development by providing training, resources, and space to foster education, community-building and a sense of belonging.

Staff Development Center Advisory Board

The SDC Advisory Board consisted of 14 active members from all campus divisions to provide consultation and advocacy regarding issues affecting CSUF staff.

SDC Space Reservations The SDC fulfilled 60 space reservations for campus meetings, retreats, and programs.

SDC Programming Highlights

Wellness Retreat series with Dr. Portia Jackson Preston

Meditate with Me series with Afsaneh Hamedani

Professional and Personal Money Matters:

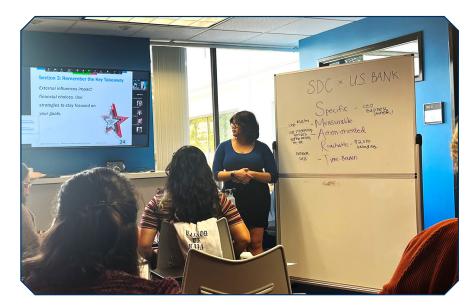
A Three Part Lunch Series for Financial Wellness in Your Life.

Staff Community Groups Two staff community groups hosted meetings and discussions in the SDC.



The SDC hosted 28 additional personal and professional development programs and customized sessions that impacted 137 campus participants.





74 staff participated in the "Money Matters" series, a partnership with US Bank.

*Not including wellness retreats, meditate with me, or money matters series.

SDC Programming Highlights



StaffCon is a conference for CSUF Staff that featured keynote speaker Ashley B. Stewart and many presentations on a range of topics including:

- Professional Development in the Workplace
- Refining Your Resume
- Writing Persuasively
- The Post-COVID era for Mental Health in the Workplace: Navigating Wellbeing in Academia
- Practical Well-being for Long Term Success
- Data Informed Practices: Using Data to Inform Your Work
- Using Technology to Make Our Lives Easier
- Supporting 1st Gen Students

2022 StaffCon

446 Staff Attended

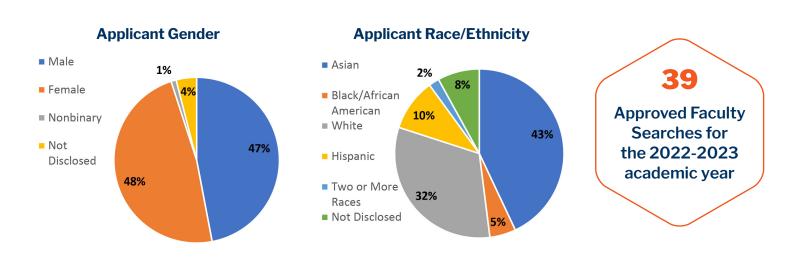




StaffCon 2024 January 18, 2024 Titan Student Union

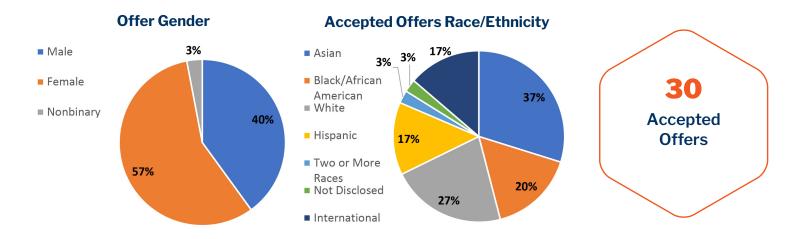
Faculty Searches

CSUF is committed to the recruitment, hiring and retention of a diverse workforce – including faculty, administrators, and staff – because we believe it is essential to the university's pursuit of continued excellence and keeping true to our core mission and values.



Applicant Demographics

Successful Candidate Demographics



⁶ Based on Federal reporting guidelines, race, ethnicity, and nationality are reported separately so employees appear multiple times in the raw number count. Therefore, totals will not match number of appointments.

Serving Our Campus: A Snapshot

RISK MANAGEMENT

813 volunteers processed.

240 Cayuse proposals reviewed.

442 travelers assisted with international travel.

26 Visas and Permanent Residency applications processed.

898 fee waivers processed.

100% compliance with Conflict of Interest training completion.

COMPENSATION SERVICES

945 compensation actions completed.

RECRUITMENT

294 completed staff and management recruitments .

243 Quick Hires/Temporary Appointments

PAYROLL SERVICES

80,0000+ payroll transactions keyed.

Processed campuswide merit increases for all bargaining units, the largest in CSU history.



LABOR AND EMPLOYEE RELATIONS

8 presentations to faculty, staff, and MPPs to promote best practices to mitigate labor and employee relation issues.

7 New Employee Orientations conducted for Unit 11 employees.

6 training sessions conducted for Managers on effective performance evaluations.

ACADEMIC HR SERVICES

253 Student Assistant/Federal Work Study requisitions approved.

1,930 offers for mass-hire employees (parttime lecturers, academic student employees and students) processed.

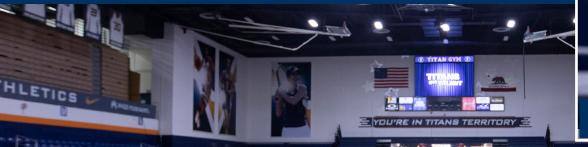
39 faculty recruitments launched.

30 faculty successfully hired

6 trainings on student employee recruiting processes conducted, with 105 attendees in a single session.

UNIVERSITY AWARDS PROGRAM

2023 University Awards Program





Host: Cecil Chik, Assistant Vice President Diversity Equity and Inclusion Programs







Scan or click for details on the full program

21 Award Winners



2023 UAP

AWARD WINNERS

Titan Excellence Award Winners

The Titan Excellence Award recognizes individuals of the Titan Family contributed to the day-to-day operations critical to the needs of our students and campus. These Titans dedicate themselves every day to a job well done and are committed to the university's mission and values.

Berna Torr Professor and Department Chair, Sociology (Academic Affairs)



Stephanie Del Rosario Admin Analyst/Specialist, Physical Plant Admin (Administration & Finance)



Lynn Winter Evaluator II, Graduate Studies (Academic Affairs)

Titan of the Year

The Titan of the Year winner is selected from the three Titan Excellence Awards Winners by the President.



Stephanie Del Rosario Admin Analyst/Specialist, Physical Plant Admin (Administration & Finance)

Presidential Award of Distinction



Joe Camacho Titan Equipment Manager (Athletics)

AWARD WINNERS 2023 UAP

Teamwork and Collaboration Award

Higher Education Emergency Relief Fund (HEERF) Collaboration

The Teamwork Award recognizes teams or individuals who demonstrate cooperation, collaboration and open communication. Eligible teams should be comprised of staff and/or faculty members who have collaborated and worked together on a project or significant effort that advanced college/departmental goals and /or the University's strategic goals.



not shown include are Monica Coloso, Melda Navarro. Christine Quach and Laleh Gravlee

Diversity, Inclusion, and Equity Award

Health and Human Development (HHD) and Learning for Equity Ascend Research Network (LEARN)



The Diversity, Inclusion and Equity Award recognizes an individual or a team (no more than 10) whose actions have promoted an inclusive, transformative, just and equitable campus environment that is exemplifies the University's Social Justice Guiding Principles.

40 Years of Service



Bunny Casas



Dr. Kristi Kanel



Magsood Chaudhry



Dr. Mikel Hogan

Scan or click for the complete list of service honorees



2023 UNIVERSITY AWARDS PROGRAM

TITANS got TALENT

This year's theme of the University Awards Program is Titans Got Talent. At this year's show, we celebrated all talented Titans, including some special Titans performing live!

On February 22, Titans showcased their talents at our Titans Got Talent audition, where they performed live for our judges. Three performers were selected to perform live at the University Awards Program, where the live audience will voted for the overall winner.



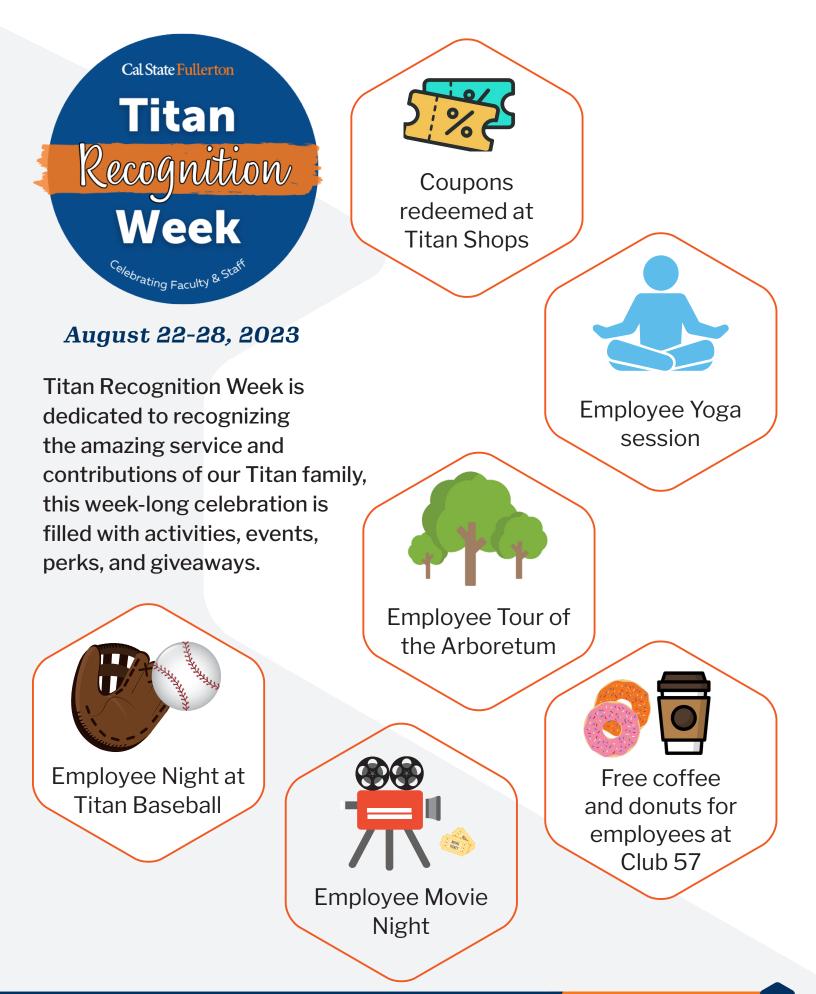
Diversity Equity and Inclusion Programs





Scan or click to watch the full program including TGT performances on Youtube.

Runner Up: Tabitha Cervantes, Talent Acquisition



EVENTS SPOTLIGHT

IT TAKES A

FULLER'. HUMAN RESOURC DIVERSITY & INCLU

UZ-

HRDI Events Spotlight







HRDI Family Night Baseball

Universit





Titans Gives Back

Inclusion Champion Gal



Inclusive Leadership Symposium



HRDI ANNUAL REPORT







y Awards Program

Health and Wellness Expo

New Employee Mixer (Titan Family Reunion)



a

One Book, One CSUF Event HRDI Team Building Retreat

StaffCon



VID and Flu cine Clinic



2023-2024 PRIORITIES

e County State College was founded in 1957 y an act of the California Legislature. It is site was purchased in 1959 and fits site was purchased in 1959 and founding president. The County State College classes began 52 students at Sunny Hills High School. 40, the first classes were held here in 12 bungalows bounded by orange groves. It changed to Orange State College in 1962, fornia State College, Fullerton in 1964, fiornia State College, Fullerton in 1968 lifornia State University, Fullerton in 1972.

Presidents

Dr. winnam B. Langsdorf 1959 - 1970 Dr. L. Donald Shields 1970 - 1980 Dr. Milles D. McCarthy 1980 Dr. Milles D. McCarthy 1980 Dr. Jack B. McCarthy 1980 Dr. Jack B. McCarthy 1980 Dr. Jack B.
founding president.

Drange County State College by an act of the California Legislature. This site was purchased in 1959 and This site was purchased in appointed

2023-2024 Priorities

In the next chapter on the mission to create an inclusive, transformational, just, and equitable environment for all members of our Titan community, the 2023-2024 HRDI Strategic Plan will implement initiatives that promote social justice and amplify the voices of all community members. This includes:

1. Campuswide DEI and Social Justice Initiatives

- A. Create a Commission on Equity, Inclusion, and Social Justice (CEISJ)
- B. Develop Updated Equitable Searches Learning Series

Scan or click for details



2. Campus-wide Training and Development

- A. Implement the Leadership Excellence and Development Program (LEAD) for Managers
- B. Inclusion Champion Certificate Program 2.0- Engagement and Re-engagement
- C. Assess and Update Staff Development Center (SDC) programming

3. Workforce Development

- A. Enhance Student Employment programs to increase the value of student employment experiences and to increase the pipeline for future CSU Fullerton employees
- B. Revitalizing campus and community engagement amplify CSUF as the employer of choice in the area
- C. Operational efficiency, technological advancement creating a strong business process to support HR reporting/documentation with streamlined customer service

2023-2024 Items to Come

Campus Climate Survey- Your Story, Our Story

Results from this survey will be reviewed and shared with the campus community in the coming months. For updates check out the <u>Your Story</u>, <u>Our Story</u> <u>website</u>. Your Story, Our Story will serve as a tool for the campus to identify areas of improvement and also provide a blueprint for how the campus should approach our intentional diversity, equity, inclusion work through the creation of a DEI Strategic Plan.

Commission on Equity, Inclusion, and Social Justice (CEISJ)

Creation of the Commission on Equity, Inclusion, and Social Justice (CEISJ) at Cal State Fullerton, guided by our Principles of Social Justice. The purpose of CEISJ would be help to align DEI efforts on campus using the campus climate survey results under the Campus Strategic Plan 2024-2029 and to provide accountability and transparency in the strategies used to attain the goals.

Staff Con 2024

StaffCon will take place on January 18, 2024. This conference for CSUF Staff will feature a keynote speaker and several presentations on a range of topics. Visit the <u>StaffCon page</u> for more information.

Leadership Engagement and Development Program for MPP's

To equip university administrators and managers with the knowledge, skills, and best practices necessary to effectively lead and manage complex organizations at Cal State Fullerton, focusing on fostering student and employee success while advancing institutional goals. This program will increase self-awareness and emotional intelligence, enhance personal leadership skills and style, and develop a better understanding of one's strengths and areas for improvement in order to become a more effective and successful manager.

Amplified

The Office of Diversity, Inclusion, and Equity Programs is excited to announce Amplified: CSUF's Common Listen Program! Amplified is a proactive dialogue series that harnesses the power of community through podcasts. By educating the campus community on equity and social justice issues through open dialogue, Amplified aims to provide the space for participants to develop essential skills for engaging in conversations across differences and foster critical connections between personal identity and social justice.

Each month, a highlighted podcast will be chosen for the campus community to listen to and come together for dialogue. For more information, visit the <u>Amplified website</u>.



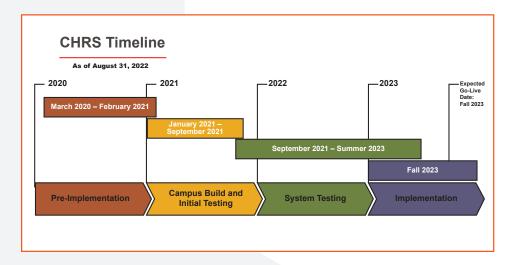
CHRS

Common Human Resources System

Common Human Resources System (CHRS) is a single Human Resources data management system for all 23 campuses in the CSU, plus the Chancellor's Office. In March 2020, the Chancellor's Office, Stanislaus State, and Cal State Fullerton began their collaboration to realize the project.

CHRS is a multi-year effort to create a single Human Resources platform for all 23 campuses in the California State University system. CHRS will upgrade the entire CSU to the latest version of PeopleSoft HCM (v 9.2), with modifications included to ensure the software meets CSU business needs.

CHRS will officially launch mid November 2023



It's almost time...

Academic HR, Benefits, Payroll Services, and Information Technology have worked tirelessly in preparing to launch the CHRS



launch the CHRS System. This is the largest initiative of its kind and Cal State Fullerton is leading the way.

CSUF has set the gold standard and hosted other CSUs, sharing best practices.

> Scan or click this code to learn about the latest changes



BENEFITS

Once implemented, CHRS will provide the CSU with a host of extensive benefits. A single, common system ensures better communication, greater efficiency, and easier resource-exchange between campuses and the Chancellor's Office.

As an early adopter, Cal State Fullerton will be one of the first campuses to benefit from these upgraded features:

- Shared HR processes and systems for all 23 CSU campuses
- A more cost-effective HCM (Human Capital Management) system
- Improved reports based on more accurate, standardized data

The CSUF Faculty/Staff Emergency Fund

This fund was created to provide support to CSUF staff and faculty affected by a qualified disaster such as COVID-19, that could adversely affect them and their families as they serve the campus and our students. Applications are still being accepted. Scan the QR code below to apply or learn more about the program.





Scan or click the code to learn more or apply to the Emergency Fund.



Stay up to date on the latest news. Follow us on:



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CSUF | Human Resources, Diversity and Inclusion