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- Alcohol, Tobacco and Other Drugs Advisory Committee (ATOD)
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**Mission Statement**

The Division of Student Affairs creates environments of student success, respect, and engagement that facilitate learning and growth within a culture of collaboration, assessment, and innovation.

**Lead Personnel**

Dr. Douglas Freer, Vice President for Student Affairs

*Student Affairs Cabinet*

Christi Chisler, Associate Vice President for Student Affairs

Dr. Kevin Colaner, Associate Vice President for Student Services

Dr. Rebecca Gutierrez Keeton, Associate Vice President and Dean of Students

Kathleen Street, Associate Vice President for Enrollment Management and Services

Daisy Thompson, Executive Assistant

*Student Affairs Executive Leadership*

Cora Culla, Executive Director, Associated Students, Inc.

Bruce Wilson, Interim Chief of University Police

Brian Swanson, Director, Intercollegiate Athletics

**Division Overview**

- Multi-faceted, comprehensive portfolio of services and programs to support student success and the academic mission of the university
  - **Dean of Students**: Judicial Affairs, Office of Student Life and Cultural Centers
  - **Enrollment Services**: Admissions and Outreach, Office of Financial Aid and Scholarships, Orientation Services, Registrar's Office, Veterans Resource Center
  - **Student Affairs Administration**: Budget, Children's Center, Parking and Transportation Services, University Housing Services, IT Liason
  - **Student Services**: Career Center, Disability Resource Center, Student Health & Counseling Services, Student Support and Equity Programs
  - **Associated Students, Inc./Bronco Student Center**
  - **Intercollegiate Athletics**
  - **Student Affairs Development**
  - **University Police**
Accomplishments

- Achieved 102% of the campus 2013/14 FTES goal, bringing additional revenue to the campus while managing enrollment by academic program goals.
- Achieved an overall student-athlete grade point average of 3.03, the highest in recorded history.
- Achieved the centralization of the majority of university scholarships with a 65% increase in applications and a 10% increase in scholarship awards.
- Coordinated CPPs 75th Anniversary Homecoming and Family Weekend for 5,000+ attendees.
- Completed implementation of the radio project and conversion to Interagency Communications Interoperability System (ICIS) which has significantly enhanced interoperability with local agencies.
- Completed Parking Structure II feasibility study and site selection.
- Developed and disseminated alcohol prevention messages including social norms campaign to address student misperceptions of alcohol use on campus.
- Expanded mental health outreach, programming and services formed Active Minds Student Chapter.
- Implemented the Child and Adult Care Food Program in the Children’s Center.
- Implemented the PeopleSoft Modification for EOP Admissions processing and piloted the complete on-line scheduling system for tutorial services.
- Increased attendance at the First Friday events 50% from 10,000 to 15,000.
- Increased employer attendance at career fairs by 7% over last year; with 470 organizations attending.
- Increased undergraduate applications by 4.2% FTF and 13.2% UDT (2nd highest in the CSU system), processed 45,600 undergraduate applications including 6 newly impacted majors.
- Installed 19 electric vehicle charging stations in support of the Climate Commitment.
- Made significant revisions to Orientation leader training curriculum, in consultation with key campus constituents, to address the changing needs of students.
- Revised ASI Strategic Plan for implementation over the next five years, 2014-2019.
- Partnered with the Taskforce for Regional Auto-theft Prevention (T.R.A.P.) to proactively address vehicle thefts.
- Piloted academic theme communities in the traditional halls in collaboration with college-based partners including conducting pre and post assessments for a longitudinal study in support of graduation initiative.
- Provided 19,591 group and individual counseling appointments, responded to 3,023 urgent crises interventions, conducted 183 outreach presentation and workshops to over 8,500 students.
- Provided centralized support services for the student veteran community and their dependents, including peer mentoring, assistance with policies and processes, and community well-being.
- Provided services for 588 student, 4,471 testing accommodations (20% increase from 12/13), 794 alt-media request (24% increase) and over 11,000 hours of interpreting/captioning (18% increase).
- Resolved 533 student conduct cases through formal hearings, settlement agreements, and case dismissals; Suspension from the CSU was the highest sanction; Managed 18 Crisis Cases and Interim Suspensions.
- Strengthened campus engagement related to disability and mental health issues through the Ability Ally Program and mental health stigma reduction programs.
- Transitioned over 1.7M imaged student records to a more advanced system in collaboration with the IT Division, providing advisors and staff earlier and more comprehensive archived student documents.
2014-2015 Major Initiatives

- Advance the consolidation of student health and counseling by formulating procedures, combining technologies, and implementing a co-location plan
- ASI will hire and train an additional 150 student staff to work in the BRIC
- Complete construction of the BRIC with anticipated completion in fall 2014 with a student grand opening during BroncoFusion in September and a formal ribbon-cutting in October
- Collaborate with the PolyTransfer Program to host transfer BBQ in an effort to build community among current and incoming transfer students
- Complete site selection and finalize programming for student project lab, begin upgrades for Scolinos field, complete programming studies for Student Health & Counseling Center and track and soccer stadium
- Customize the CSU systemwide Aware Awake Alive program on campus to reduce the incidents of high risk alcohol behavior
- Develop an alumni student veteran base to stay connected and to provide support and opportunities to current student veterans
- Expanding partnerships with Academic Affairs to advance college based career services, enhance academic advising, and improve accessible materials in the classroom
- Finalize site selection with Facilities Planning and Management and recommence design on the traditional residence hall and dining commons replacement project slated to open in 2018
- Grow employer database and develop relationships with industry specific organizations in environmental sustainability and renewable energy
- Implement additional software modules to further improve enrollment and attendance tracking and begin direct billing to families of the Children’s Center
- Implement operational changes in preparation for the Student Enrollment Center, including new phone/imaging systems, business processes and on-line services
- Increase course-to-course articulation of out-of-state and military coursework to boost the number of degree applicable transfer credits of our out-of-state transfer students and veteran-students
- Integrate health, counseling, wellness to foster a Holistic approach with Individual and community focus through renovation for a one-stop location, and development of integrated policies and services
- Refine communication process with faculty to ensure uniformity of information as it pertains to testing, Deaf/HH, and At Media, and develop faculty handbook to assist with FAQs
- Replace and upgrade the 911 Communications system to integrate with the new campus VOIP system
- Research and implement new technologies in parking, such as cloud based permit sales, text message notification for expiration of pay station permits, and the ability to remotely increase time on pay station permits
- Restructure the enrollment departments and processes to create a Student Enrollment Center (one-stop services for transactions and communication) to achieve a high level of student service
- Revamp online orientations to meet the needs of diverse student populations, including veterans, international, out-of-state, and graduate students
- Upgrade Event Management System software, make Calendar and Website upgrades, and implement Virtual scheduling
- Utilize student conduct database, Maxient to track and trend data, and to improve proactive planning, sanctioning consistency with Housing/Village, educational outreach to targeted groups, and assessing threats
- Work with campus partners to implement Title IX & VAWA compliance and education
Key Challenges

- Addressing lack of infrastructure to manage increased crisis cases, conduct, sexual assault cases, plus Title XI/VAWA mandates involving education, investigation, adjudication of cases and survivor resources
- Addressing deferred major maintenance ($50 to $60 million) for 55 year old residence halls and dining commons with halted replacement project planning
- Balancing competing enrollment management demands related to colleges, open enrollment student groups, Executive Orders, legislation, and Chancellor’s Office goals
- Conflicting priorities, policies, and demands related to parking, alternative forms of transportation, cyclists, skateboarders, and pedestrians
- Continuing need to increase services for students and keep student fees as low as possible
- Continuing to improve threat assessment processes
- Focusing and prioritizing resources on implementing the initiatives that will have the most impact on student success, while maintaining quality services in each of the departments
- Identifying and securing external support for capital projects (Intercollegiate Athletics, Cultural Centers, and Rose Float)
- Identifying key research points related to the retention and graduation gap for Black and Latino males and creating action plans to address this gap
- Increasing services required for disabled students, students with mental illness, public health crisis
- Intensifying demand for housing to open in fall 2018 as enrollment increases and campus culture shifts
- Meeting the needs of veterans related to housing, priority registration, and unit caps
- Monitoring increased number of protests
- Providing expensive and timely accessible course materials with campus cooperation
- Serving additional identity-specific groups that are requesting additional services and space on campus

Employees (FTE)   Highest Degree Earned of Staff   Budget & Revenue
363 Permanent Employees   132 Bachelors   General Fund: $13,600,447
64 Temporary Employees   97 Masters   Self-Generated Revenue: $51,794,948
613 Student Assistants   31 Doctorates   ASI Revenue: $7,823,611

Vice President Involvement

ASI Personnel Review Committee
Cal Poly Pomona Foundation Board of Directors
Cal Poly Pomona Foundation Finance Committee
Child Care Center Planning Committee
Climate Commitment Task Force
Fee Advisory Committee

Information Technology Governance Executive
Parking Structure II Construction and Planning
President’s Cabinet
Recreation Center Construction & Planning
Space Management Campus Planning Committee
Veteran Services Initiative Executive Committee
Vice President Direct Report Involvement

75th Anniversary Homecoming & Family Weekend Committee (Division 75th Anniversary Committee), Co-Chair
75th Anniversary Homecoming Weekend Planning Committee, REACH Reunion committee
Asian American Pacific Islander - Journey to Success Initiative
Access and Compliance Team, Co-Chair
Accessible Technology Initiative, Subcommittee Co-Chair
Administrative Technology Work Group – IT Governance
ASI Personnel Review Committee
ASI Senate Advisor
Bronco Pride and Traditions Committee, Co-Chair
Bronco Recreation and Intramural Complex (BRIC) Construction Committee
Campus Climate Survey Committee, Chair
Campus Safety Forum
CLA Replacement Building Advisory Group
Constitution Day Planning Committee
Crisis Protocol Committee
Dashboard and Report Development Committee
Disruption Planning Committee
Division Business Continuity Liaison
DOE and DOJ Grant Site Visit - Assistant Secretary for Civil Rights at the U.S. Department of Education - Catherine E. Lhamon & Susan Williams- Assoc. Dir. of Office on Violence Against Women
Early Childhood Advisory Board
EMS Committees- Enterprise, Common Calendar Regics Enrollment Planning Group (EPG)
Executive Director, Student Health & Counseling Services Search Committee, Chair
Find your Balance Committee
First Year Experience Student Success Partners Committee
Golden Key, Advisor
Graduation Initiative Steering Committee
Information Security Work Group - IT Governance
Instructionally Related Activities (IRA) Committee
Instructionally Related Activities (IRA) Website

Development Committee, Chair
IntelliResponse Task Force
International Admissions Work Group
International Student Task Force
Judicial Affairs Hearing Officer
Landscape Planning Committee
Latino Faculty, Staff, and Student Association
Mr./Ms. Cal Poly Pomona Judge
MyBAR (Bronco Activity Record) Co-Curricular Portfolio Committee
Notice and Respond Committee
Orientation Advising Council
Parking & Transportation Services Advisory Committee
Parking Structure II Consultant Selection Committee
Parking Structure II Feasibility Study Steering Committee
Pathways Program Steering Committee
Resource Management Advisory Committee
Response Protocol for Hate Crimes and Hate Incidents Team
Scolinos Field Project Planning Committee
Semester Conversion Committee
Soccer and Track Project Planning Committee
Space Management Planning Committee
Student Development Leadership Institute: Advisory Committee chairperson
Student Lab Project Committee
Student Success Fee Planning Committee
Student Support and Equity Services Search Committee, Chair
The Student Affairs Leadership Group
Traditional Hall Replacement Contractor Selection Committee
UHS mentors to Resident Advisor
Unity Luncheon Committee
University sponsor for dissertation study
Veteran Services Initiative Committee
Veteran Success Faculty Advisory Group
Veterans Resource Group
Web Task Force
Web Technologies – IT Governance
Website Task Force
Western Regional Careers in Student Affairs Day Committee
### 2013-2014 Budget Overview

#### Division of Student Affairs

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<th>Department</th>
<th>General Fund</th>
<th>Self-Generated Fund</th>
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#### Financial Focus

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[1] Revenue excludes $250,000 revenue from Parking Operations to TWGS.
[2] Revenue excludes $250,000 revenue from Parking Operations to TWGS.
[3] Payments exclude $1,500,000 from TWGS operations to TWGS.
[4] Payments exclude $1,500,000 from TWGS operations to TWGS.
Professional Activities

Presentations to External Associations, Conferences and Organizations

Associated Student Inc.

Admissions & Outreach

Associate Vice President and Dean of Students
Gutierrez Keeton, Rebecca. "Graduation Address on behalf of President Ortiz". Parents Institute for Quality Education (PIQE). May 2014.
Gutierrez Keeton, Rebecca. "Opening Ceremonies Address". SRAP - Southern Region of WACUHO. November 2013.

Associate Vice President for Student Affairs Administration

Associate Vice President for Student Services

Career Center

Disability Resource Center
Duran, Patricia. "The Role of Diversity in Student Affairs Practice". APU Graduate Program in College Counseling and Student Affairs. January 2014.

Judicial Affairs
Presentations, continued

Judicial Affairs (continued)

Office of Student Life and Cultural Centers
Bryant, Tashiana. “Communications Styles for Student Leaders”.
Marquez, Lorena. “College Readiness Workshop”. Latin@ Roundtable of the San Gabriel Valley and Pomona Valley. May 2014.

Orientation Services

Registrar’s Office
Martinez, Maria and Pio Ortega “Transforming a Registrar’s Office to Align with the New Normal”. Pacific Association of Collegiate Registrars & Admissions Officers (PACRAO) 2013 Conference. October 2013.

Student Health & Counseling

Student Support and Equity Programs

Student Support and Equity Programs (continued)

University Housing Services
Presentations, continued

University Housing Services

University Police

Veteran's Resource Center

Writings Published

Career Center

University Housing Services

Leadership in External Associations and Organizations

Admissions and Outreach
Cleveland Friday, Yolanda. Pacific Association for Collegiate Registrars & Admissions Officers, Professional Development Subcommittee. 2013-2014.
Cleveland Friday, Yolanda. Statewide Intersegmental Coordinating Committee (Transfer Days/College Nights), CSU South Representative. 2012-2014.

Associated Students, Inc.
Graves, Devon. California State Student Association (CSSA), Chair. 2013-2014.

Associate Vice President for Student Services
Colaner, Kevin. NASPA Undergraduate Fellows Program, Mentor. 2013.
Colaner, Kevin. USC Lambda Alumni Associate, Mentor. 2014.
Colaner, Kevin. USC, Adjunct Associate Professor. 2014
Leadership, continued

Associate Vice President and Dean of Students
Gutierrez Keeton, Rebecca. AAHHE – Hispanic Serving Institutions – Latino and Latina Student Retention, Campus Representative. 2013-2014.
Gutierrez Keeton, Rebecca. IEEE - Hispanic Serving Institutions, Campus Representative. 2013-2014.
Gutierrez Keeton, Rebecca. NASPA- Student Affairs Administration in Higher Education, Region VI Conference Mentor for Women’s Knowledge Community. 2013-2014.
Gutierrez Keeton, Rebecca. Stopping Violence & Stimulating Success in Pomona: Progressive Alliance

Career Center

Intercollegiate Athletics
Duke, Stephanie. CCAA Executive Committee, Executive Member. 2014.
Duke, Stephanie. CCAA Championships Committee, Executive Member. 2014.
Duke, Stephanie. CCAA Women’s Soccer Liaison, Executive Member. 2014.
Duke, Stephanie. NCAA West Regional Women’s Soccer Ranking Committee. 2014.
Swanson, Brian. CCAA Executive Committee, Executive Member. 2014.
Swanson, Brian. CCAA Championships Committee, Executive Member. 2014.
Swanson, Brian. CCAA Track & Field Sport Liaison, Executive Member. 2014.

Judicial Affairs
Ashe, Susan. CSUSCA, Co-Chair. 2013-2014.

Orientation Services
Santiago-Gonzalez, Cecilia. "Western Regional Careers in Student Affairs Day". Conference Registration Lead. 2014.

Office of Student Life and Cultural Centers
Bryant, Tashiana. Western Association of College and University Housing Officers, Academic Relations Chair. 2013-2014

Office of Student Life and Cultural Centers, continued
Howlett, Byron. National Association of Student Affairs Personnel Administrators - Region VI, Southern California Executive Committee Member. 2013-2014.

Parking & Transportation Service
Leadership, continued

Registrar’s Office

Student Health and Counseling Services
Jackson, Carla. Tri-City Mental Health Services Campus Leadership Group, Cal Poly Pomona Representative. 2013-2014.
Schmitt-Whitaker, Catherine. American Council of the Blind, College Scholarship Committee Member. 2013-2014.
Schmitt-Whitaker, Catherine. Family Resources and Education Exchange, Board Member. 2013-2014.
Schmitt-Whitaker, Catherine. Tri-City Mental Health Services Campus Leadership Group, Chair. 2013-2014.

Student Support and Equity Programs
Campbell, Deborah. California State University Employees Union, President. 2004-Present.
Scott, Leticia Guzman. Southern California Consortium Hispanic Serving Institutions, Board Member. 2013-2014.

University Housing Services
Guerra, Jennifer. Student Affairs Administrators in Higher Education (NASPA), Scholarship Review. 2013.
Guzman, Araceli. Western Association of College & University Housing Officers (WACUHO), Programs Committee. 2013-2014.
Leadership, continued

University Housing Services
Hernandez, Annalicia. Western Association of College & University Housing Officers, Substance Abuse Co-Chair. 2013-2014.
Lazaro, Maria. Western Association of College & University Housing Officers, Career Development Committee. 2013-2014.
Lazaro, Maria. Western Association of College & University Housing Officers, SRAP Committee. 2013-2014.
Lazaro, Maria. Western Association of College & University Housing Officers, Substance Abuse Co-Chair. 2013-2014.
Lu, Jason. Western Association of College & University Housing Officers, Member-at-Large. 2013-2014.
Navarro, Chelsea. Western Association of College & University Housing Officers, Sustainability Initiative Chair. 2013-2014.
Orgeta, Christine. Western Association of College & University Housing Officers (WACUHO), New Professionals Committee. 2013-2014.
Orgeta, Christine. Western Association of College & University Housing Officers (WACUHO), Southern RAP Conference Planning Committee. 2013.
Ruiz, Alexander. Western Association of College & University Housing Officers (WACUHO), Co-Chair for Southern RAP Conference. 2013.

University Police
McFall, Debbi. Area D CERT, Co-Chair. 2013-2014.
McFall, Debbi. Area D Moulage Team, Chair. 2013-2014.
McFall, Debbi. Campus Corridor Coalition, Chair. 2013-2014.
McFall, Debbi. Pomona Community CERT, CERT Coordinator. 2013-2014.
McFall, Debbi. L.A. Dept. of Public Health - PHEV Advisory Board, Member. 2013-2014.

Veteran’s Resource Center
Awards and Recognition

**Associated Students, Inc.**

**Intercollegiate Athletics**
Bishop, Danelle. Women’s Basketball Coach of Year, CCAA. 2014.

**Registrar’s Office**
Martinez, Maria. Walter Valentine Endowed Research Fund, Chapman University, College of Educational Studies. 2014.

**Office of Student Life & Cultural Centers**
Rocacorba, Sharon. College Leadership Seminar Award, St. Jude’s Hospital. 2014.

**Student Health and Counseling Services**

**University Housing Services**
Hernandez, Annalicia. New Professionals Award, Western Association of College & University Housing Officers. 2014.
Nguyen Lay, Ngoc. Regional Planner, Master Planners Institute Southern California. 2014.
University Housing Services, Residence Life Team. Southern RAP- Philanthropy Award, Western Association of College & University Housing Officers. 2013.
University Housing Services, Residence Life Team. Southern RAP- Top Program Award, Western Association of College & University Housing Officers. 2013.

**Veteran’s Resource Center**
Azpeitia, Elke. Cal Poly Pomona named Military Friendly School, Victory Media Inc. 2014.

**Vice President of Student Affairs**
Doctoral and Terminal Degrees Earned

Ang, Gently  Disability Resource Center
Ph.D., Clinical Psychology, Fuller Theological Seminary

Ashe, Susan  Judicial Affairs
Ed.D., Educational Leadership, University of Southern California

Cleveland Friday, Yolanda  Admissions and Outreach
Ph.D., Education and Urban Leadership, Claremont Graduate University

Chen, Lillian  Student Health & Counseling Services
Psy.D., Clinical Psychology, Graduate School of Professional Psychology, University of Denver

Colaner, Kevin  Associate Vice President for Student Services
Ed.D., Higher Education Administration, University of Southern California

DeStefano, Steven  Student Health and Counseling Services
M.D., New York Medical School

Flanagan, Jimmie  Disability Resource Center
Ed.D., Education Technology Leadership, University of California, Irvine

Freer, Douglas  Vice President for Student Affairs
Ed.D., Educational Leadership, University of California, Los Angeles

Gutierrez Keeton, Rebecca  Associate Vice President and Dean of Students
Ph.D., Higher Education Administration, Claremont Graduate University

Howlett, Byron  Office of Student Life and Cultural Centers
Ed.D., Organizational Leadership, University of La Verne

Kohagura, Jennifer  Student Health & Counseling Services
Psy.D., Clinical Psychology, Phillips Graduate Institute

Lal, Ashwini  Student Health and Counseling Services
Psy.D., Clinical Psychology-Health, Illinois School of Professional Psychology

Lee, Dora  Registrar’s Office
Ed.D., Higher Education Administration, University of Southern California

Lee, Hanna  Student Health and Counseling Services
Ph.D., Clinical Psychology, Fuller Theological Seminary

Lee, Young Sun  Student Health & Counseling Services
Psy.D., Clinical Psychology emphasis Family Psychology, Azusa Pacific

Lehr, Greg  Office of Student Life and Cultural Centers
Ed.D., Education Administration, University of the Pacific

Love, Cheryl  Career Center
Ph.D., Educational Psychology emphasis Counseling, University of California, Los Angeles

Love, DaVitta  Student Health & Counseling Services
Psy.D., Family Psychology, Azusa Pacific

Matacotta, Joshua  Student Health and Counseling Services
Psy.D., Clinical Psychology, California, School of Professional Psychology
Doctoral and Terminal Degrees, continued

Moody, Timothy Student Health and Counseling Services
M.D., Preventative Medicine, University of Iowa, College of Medicine

Ng, Monica Student Health and Counseling Services
Psy.D., Clinical Psychology-Community California, School of Professional Psychology

Nguyen, Dao Student Health and Counseling Services
Ph.D., Counseling Psychology, University of Cincinnati

Ortega-Villalobos, Lideth Student Health and Counseling Services
Ph.D., Counseling Psychology, University of Notre Dame

Passeggi, Tracee Disability Resource Center
J.D., Law, University of Oregon

Harrison, Rhona Student Health & Counseling Services
Psy.D., Clinical Psychology, University of La Verne

Homer, David Intercollegiate Athletics
Ph.D., Psychology, Indiana University

Santiago-Gonzalez, Cecilia Orientation Services
Ed.D., Educational Leadership, University of Southern California

Schmitt Whitaker, Catherine Disability Resource Center
Ed.D., Organizational Leadership, University of La Verne

Stang, Megan University Housing Services
Ed.D., Organizational Leadership, Pepperdine University

Tantraphol, Monica Student Health & Counseling Services
M.D., Medical, Drexel University College of Medicine

Tsai, John Student Health and Counseling Services
M.D., Medical, Jefferson Medical College

Young, Antonia Student Health and Counseling Services
PharmD., Pharmacology, University of the Pacific

Zandi, Ali Student Health & Counseling Services
Psy.D., Clinical Psychology, Azusa Pacific University
Masters Degrees

Alarcon, Jenni Student Support and Equity Programs
M.Ed., College of Student Affairs, Azusa Pacific University

Andelin, Jennifer Registrar’s Office
M.A., International Affairs, George Washington University

Anderson, Michael Intercollegiate Athletics
M.S., California State University, Chico State

Azpeitia, Elke Enrollment Services
M.P.A., Public Administration, Cal Poly Pomona

Bass, A’Naja Associated Students, Inc.
M.A., Sports Medicine, Georgia State University

Brandon, Deborah Admissions and Outreach
M.A., Education, University of California, Riverside

Bravo, Jocelyn Career Center
M.S., Leadership Management/Organizational Development, University of La Verne

Bryant, Tashiana Office of Student Life and Cultural Centers
M.S., Higher Education, California State University, Fullerton

Cardinal, Jacqueline Registrar’s Office
M.S., College Counseling & Student Development, Azusa Pacific University

Chisler, Christi Associate Vice President for Student Affairs Administration
M.P.A., American University

Cordova, Mario Admissions and Outreach
M.S., Leadership and Management, University of La Verne

Craig, David Career Center
M.A., Social Sciences, Azusa Pacific University

Culla, Cora Associated Students, Inc.
M.B.A., Business Administration, University of the Philippines

Davis, Kaitlyn Parking & Transportation Services
M.B.A, Management, California Baptist University

DeRosa, Erin Orientation Services
M.S.W., M.S.Ed., Social Work & Education, Purdue University

Dingman, Jennifer University Housing Services
M.A., Higher Education- College Personnel, University of Arizona

Duran, Patricia Disability Resource Center
M.P.A., Public Administration, Cal Poly Pomona

Field, Laura Student Health and Counseling Services
P.A.C., M.S., Physician’s Assistant Studies, University of Nebraska

Finley, Dawn Career Center
M.Ed., Educational Multi-Media, Cal Poly Pomona
Masters Degrees, continued

**Flemington, Maria-Lisa** Associated Students, Inc.
M.A., Master of Fine Art, Museum Studies, Exhibition Design, *California State University, Fullerton*

**Garcia, Sarah** Admissions and Outreach
M.A., English, *Cal Poly Pomona*

**Gilford-Beard, La’Keisha** Office of Student Life and Cultural Centers
M.Ed., Cross Cultural Education, *National University*

**Gonzalez, Teresa** Associated Student, Inc.
M.P.A., Public Administration, *Cal Poly Pomona*

**Grosser, Jami** Office of Student Life and Cultural Centers
M.Ed., Cross Cultural Education, *Arizona State University*

**Guzman, Araceli** University Housing Services
M.S., Counseling-Student Affairs, *California State University, Bakersfield*

**Guerra, Jennifer** University Housing Services
M.S., Higher Education Administration, *Florida International University*

**Guzman Scott, Leticia** Student Support and Equity Programs
M.B.A., Training and Education, *Cal Poly Pomona*

**Harrison, Irvin** Office of Student Life and Cultural Centers
M.A., Postsecondary Educational Leadership, *California State University, San Diego*

**Hernandez, Annalicia** University Housing Services
M.S., College Student Personnel Administration, *University of Central Missouri*

**Hernandez, Elizabeth** Disability Resource Center
M.Ed., Higher Educational, *University of Southern California*

**Huynh, Kim** Student Support and Equity Programs
M.S., Educational Counseling, *Cal Poly Pomona*

**Jackley, Debbie** Student Health and Counseling Services
M.Ed., Multi-Media, *Cal Poly Pomona*

**Jackson, Carla** Student Health and Counseling Services
M.P.H., Community Health, *University of California, Berkeley*

**Kamansky, Greg** Intercollegiate Athletics
M.B.A., *San Diego State University*

**Kessler, Rocio** Associated Student, Inc.
M.Ed., Education, *La Verne University*

**Lara, Ann** Career Center
M.Ed., Career & Vocational Emphasis, *California State University, San Bernardino*

**Lay, Ngoc Nguyen** University Housing Services
M.Ed., Postsecondary Administration and Student Affairs, *University of Southern California*

**Lay-Bounpraseuth, Thavery** Office of Student Life and Cultural Centers
M.S., Counseling, *California State University, Long Beach*
**Masters Degrees, continued**

**Lazaro, Maria** University Housing Services  
M.A., Student Affairs, *University of the Pacific*

**Leon, Norma** Student Support and Equity Programs  
M.A., General/Experimental Psychology, *California State University, Fullerton*

**Lew, Traci** Admissions and Outreach  
M.A., Education, *University of California, Riverside*

**Lewis, Mayra** Office of Student Life and Cultural Centers  
M.A., Psychology-Applied Community Psychology, *Antioch University, Los Angeles*

**Lin, Denise** Student Health & Counseling Services  
M.A., Social Work, *Cal State Los Angeles*

**Long, Shelbi** Associated Students, Inc.  
M.A., Liberal Arts, *Lock Haven University*

**Lu, Jason** University Housing Services  
M.A., Higher Education/Student Personnel Administration, *New York University*

**Luna, Reyes** University Housing Services  
M.Ed., College Student Personnel, *Ohio University*

**Lutman, David** University Housing Services  
M.Ed., Student Affairs, *University of California, Los Angeles*

**Manske, Lea** Student Support and Equity Programs  
M.Ed., Education and Instructional Design, *Cal Poly Pomona*

**Mar, Kristen** Student Health & Counseling Services  
M.P.H., Health Education, *Rollins School of Public Health*

**Marquez, Lorena** Office of Student Life and Cultural Centers  
M.A., Student Affairs, *Azusa Pacific University*

**Martin, Elizabeth** Student Support and Equity Programs  
M.Ed., Post-Secondary Administration & Student Affairs, *University of Southern California*

**Martin, Kevin** Admissions and Outreach  
M.P.A., *University of South Alabama*

**Martinez, Maria** Registrar’s Office  
M.P.A., Human Resources, *California State University, Fullerton*

**Martinez, Mireya** Student Support and Equity Programs  
M.Ed, College Student Affairs, *Azusa Pacific University*

**Mims, Darlene** Admissions and Outreach  
M.S., Counseling, *California State University, Los Angeles*

**Minor, Diana** Office of Financial Aid and Scholarships  
M.S., Business Organizational Management, *University of La Verne*

**Munnerlyn, Tom** Career Center  
M.Ed., Student Affairs and Higher Education, *University of South Carolina*
Masters Degrees, continued

Natividad, Jackie University Housing Services
M.P.A., Public Administration, Cal Poly Pomona

Navarro, Chelsea University Housing Services
M.Ed., Student Affairs, University of California, Los Angeles

Novello, Nicholas Financial Aid & Scholarships
M.B.A., California State University, Northridge

Nwaneri, Oronne Office of Student Life and Cultural Centers
M.S., Higher Education Administration, California State University, Fullerton

Orgeta, Christy University Housing Services
M.A., Education, California State University, San Diego

Partner, Kenneth Student Support and Equity Program
M.A. Computer Education and Technology Leadership, California State University, Los Angeles
M.A. Higher Education & Postsecondary Administration, Argosy University

Peake, Barnaby Associated Students, Inc.
M.A., Education, College of Student Affairs, Azusa Pacific University

Peters, Cherrie Career Center
M.S., Non-Clinical Psychology, University of Phoenix

Piña-Holmstrom, Raquel Judicial Affairs
M.S., Higher Education, Ed Leadership, C.C. Certificate, California State University, Fullerton

Ramirez, Yesenia Disability Resource Center
M.S., Educational Counseling, University of La Verne

Ramsower, Ty Student Health and Counseling Services
M.Ed., Health Education, Kent State University

Rew-Pinchem, Jazmin University Housing Services
M.A., Teaching English to Speakers of Other Languages, University of Central Lancashire

Rivera Duncan, Maria Student Support and Equity Programs
M.A., Educational Counseling, California State University, Dominguez Hills

Rocacorba, Sharon Office of Student Life and Cultural Centers
M.S., Higher Education, California State University, Fullerton

Robles, Reggie Higher Education
M.S., Higher Education, California State University, Fullerton

Ruiz, Alexander University Housing Services
M.Ed., Higher Education, Georgia Southern University

Salcedo, Norma University Housing Services
M.S., Higher Education Administration, University of Kansas

Sanchez, Carolina Student Support and Equity Programs
M.P.A., Public Administration, Cal Poly Pomona

Shenker, Glenn University Housing Services
M.S., Administration, Cal Poly Pomona
Masters Degrees, continued

Smith, Krista Associated Students, Inc.
M.A., Sport Management, University of San Francisco

Stevenson, Sara Registrar’s Office
M.P.A., Finance Clark Atlanta University

Strayer, Leon Student Support and Equity Programs
M.S., Higher Education, Florida State University

Street, Kathleen Associate Vice President for Enrollment Services
M.S., Counseling/Higher Education, University of Nevada, Las Vegas

Swanson, Brian Intercollegiate Athletics
M.S., Sports Administration, Western Illinois University

Tanioka, Kaycee Associated Students, Inc.
M.A., Recreation Management and Policy, University of New Hampshire

Templeton, Ginny Associated Students, Inc.
M.A., Arts, Teaching and Learning, Trevecca University
M.A., Arts and English Language, Trevecca University
M.A., Technology Leadership, George Washington University

Tefera, Eden Student Health Services
P.A.C., M.S., Physician’s Assistant Studies, Charles Drew University

Thigpen, Tracy Student Health & Counseling Services
FNP-C, M.S., Family Nurse Practitioner, Marymount University

Tillman, Benny Student Support and Equity Programs
M.B.A., Human Resources Management, University of Phoenix

Yokoyama, James Registrar’s Office
M.S., Counseling, California State University, Los Angeles
## Development Activities

### Career Center
- Various Donors Contributions $21,000.00
- **Sub Total** $21,000.00

### Children’s Center
- California Dept. of Ed Preschool Program Grant $447,154.00
- California General Child Care Program Grant $68,058.00
- Child and Adult Food Care Program Grant $42,762.00
- Childcare Access Means Parent in School Grant $204,917.00
- Pre-Kindergarten Family Literacy Program Grant $2,500.00
- **Sub Total** $765,782.00

### Dean of Students
- Various Donors Contributions $400.00
- **Sub Total** $400.00

### Disability Resource Center
- ARCHES Grant $266,787.00
- Jasen Strand Memorial Scholarship Endowment Grant $9,139.00
- **Sub Total** $275,926.00

### Intercollegiate Athletics
- Various Donors Contributions $275,208.78
- Various Donors In-Kind $2,013.00
- Various Donors Matching Gifts $5,000.03
- **Sub Total** $283,331.81

### Office of Student Life & Cultural Centers
- Various Donors Contributions $59,994.00
- Various Donors Scholarships $18,000.00
- **Sub Total** $69,994.00

### Student Health & Counseling Services
- Tri-City Mental Health Grant $48,000.00
- CalMHSA Grant $183,420.00
- **Sub Total** $231,420.00

### Student Support & Equity Programs
- Various Donors Contributions $136,815.80
- Various Donors Scholarships $202,864.99
- **Sub Total** $339,680.79

### Veteran’s Resource Center
- Tri-City Mental Health Services Grant $10,000.00
- Kellogg Legacy Project Endowment (HAVES) Grant $68,500.00
- **Sub Total** $78,500.00

**Grand Total** $2,066,034.60
Associate Vice President
&
Dean of Students
Mission Statement
The departments of the Dean of Students cluster advance the University's educational mission by extending the learning environment beyond the classroom through intentionally designed co-curricular opportunities. To that end, each department is commitment to promoting the development and enhancement of the educational experience of students through a wide array of programs and services.

Lead Personnel
Dr. Rebecca Gutierrez Keeton, Associate Vice President & Dean of Students
Dr. Susan Ashe, Director, Judicial Affairs
Dr. Byron Howlett, Director, Office of Student Life & Cultural Centers

Cluster Overview
• Provides vision to the Office of Student Life and Cultural Centers to support student engagement and involvement on campus
• Oversees a developmentally grounded Judicial Affairs office, creating a safe and just community focusing on student responsibility; manages student crisis cases
• Serves as primary Advisor to the Associated Students, Incorporated
• Facilitates intentional faculty/Student Affairs collaborations (i.e. First Year Experience Program)

2013-2014 Accomplishments
• Co-chaired an AMAZING Homecoming and Family Weekend for CPP's 75th Anniversary - 5,000+ attendees
• Led effort to improve the CPP Master Calendar utilization and visibility through cross-divisional efforts - Calendar website created - Academic partnership with College of Business Administration
• Completed collaboration project with College of Environmental Design faculty and students to "reinvision" the University Plaza as a new space to co-locate the 6 Cultural Centers on campus

2014-2015 Major Initiatives
• Lead an AMAZING Homecoming and Family Weekend for the CPP 75th Anniversary
• Lead effort to improve the CPP Master Calendar utilization and visibility through cross-divisional efforts
• Lead collaboration with College of Environmental Design faculty to "reinvision" the University Plaza as a new space to co-locate the 6 Cultural Centers on campus

Key Challenges
• Advocating for institutionalized funding for major campus-wide traditions, such as Homecoming & Family Weekend and Parent engagement opportunities
• Increasing Shifting the Greek Life culture regarding alcohol consumption and new member education is challenging and we will utilize consultant recommendations to help shift culture

Employees (FTE) Highest Degree Earned of Staff Budget & Revenue
18 Permanent Employees 1 Bachelors General Fund: $1,228,539
4 Temporary Employees 10 Masters Self-Generated Revenue: $441,283
57 Student Assistants 3 Doctorates
AVP Involvement

AAPI - Journey to Success Initiative  
ASI Personnel Review Committee  
ASI Senate Advisor  
Campus Climate Survey Committee, Chair  
Constitution Day Planning Committee  
Crisis Protocol Committee  
DOE and DOJ Grant Site Visit - Assistant Secretary for Civil Rights at the U.S. Department of Education - Catherine E. Lhamon & Susan Williams-Assoc. Dir. of Office on Violence Against Women  
EMS Committees- Enterprise, Common Calendar Regics  
Find your Balance Committee  
FYE Teaching Partners Committee  
Homecoming - REACH Reunion Committee, Chair  
Homecoming & Family Weekend Committee (Division 75th Anniversary Committee), Co-Chair  
Information Security Work Group - IT Governance  
Instructionally Related Activities (IRA) Committee  
Instructionally Related Activities (IRA) Website Development Committee, Chair  
Landscape Planning Committee  
Latino Faculty, Staff, and Student Association  
MyBAR (Bronco Activity Record) Co-Curricular Portfolio Committee  
Notice and Respond Committee  
Response Protocol for Hate Crimes and Hate Incidents Team  
Student Development Leadership Institute: Advisory Committee chairperson  
Student Support and Equity Services Search Committee, Chair  
UHS mentor to Resident Advisor Dakota Robarge  
University 75th Anniversary - Wrap Up Event Committee  
University 75th Anniversary Steering Committee  
University sponsor for Julie McCurdy's Ph.D. dissertation study, Claremont Graduate University, CPP #13-109

Cluster Involvement

75th Anniversary Homecoming Steering Committee  
75th Anniversary Homecoming: Bonfire & Pep Rally  
Admissions Committee: Ability Access Committee  
Administrative Fund Committee  
Admissions Director Search Committee  
African American Student Center Coordinator Search Committee  
Alcohol and Other Drugs committee  
Annual Fund: Build the Future Campaign  
ASI Bronco Art Requisition Committee  
ASI Associate Director Search Committee  
ASI Elections Committee  
ASI Rules and Policies Committee  
ASI Strategic Planning Committee  
Black Faculty & Staff Association Executive Board  
BroncoFusion Planning Committee  
Cal Poly Pomona Day at the Fair Committee  
Cross Cultural Retreat  
DREAMer's ALLY Network Training Committee  
EMS Committee  
Fullbright Distinguished Lecture Committee  
Go Green Committee  
International Student Task Force  
Leadership Advisory Group  
Leadership Communities Committee  
Matt's Run Committee  
Native American Youth Leadership Pipeline to College – Kellogg Grant  
Office of Admission's “Promise Scholars Day” Presentation  
Orientation Advisory Board  
Orientation: Health and Safety Committee  
Pan-Asian Graduation Committee  
PolyCARES  
Pride Alliance Member  
Pride Center Coordinator Search Committee  
Southern California Forum for Diversity in Graduate Education – Host Committee  
Student Affairs Divisional Assessment Committee  
Student Affairs Weekend Events Committee  
Student Leadership Coordinator Search Committee  
Title IX Coordinator Search Committee  
UHS Resident Advisor Mentor  
Unity Luncheon Committee  
VEMS Committee  
Veterans Resource Group
Office of the AVP and Dean of Students

Division of Student Affairs

As of June 30, 2013

Douglas R. Freer, Ed.D.
Vice President for Student Affairs
AGL IV

Rebecca Gutierrez Keeton,
Ph.D.
Associate Vice President and Dean of Students
AGL III

Megan Stang
Director
University Housing Services
AGL III

Marla Williams
Administrative Analyst
AA/S NE

Susan Ashe
Director
Judicial Affairs
AGL II

Dr. Byron Howlett
Director
Office of Student Life and Cultural Centers
AGL III

TBA
Administrative Services Specialist
Mission Statement
The Office of Judicial Affairs is responsible for ensuring a fair, just, and impartial disciplinary process for students charged with violating the Student Conduct Code, with a goal of providing information and resources to achieve a student interaction that is an educational one for all parties involved.

Lead Personnel
Dr. Susan Ashe, Director of Judicial Affairs

Department Overview
• Develops educational material, campus presentations, and campus outreach programs for faculty, staff and students on rights, responsibilities, and judicial procedures
• Adjudicates both academic and non-academic student conduct violations in an educational and developmental manner

2013-2014 Accomplishments
• Started implementation of web-based student conduct database (Maxient), by partnering with Housing, Village Police, Counseling, and PolyCARES
• Presented 50 academic dishonesty and student conduct workshops to all Deans/Associate Deans, Orientation, and student, faculty, staff, & department meetings; 35% more presentations than 2012-13
• Resolved 533 cases through formal hearings, settlement agreements, and case dismissals; Suspension from the CSU was the highest sanction; Managed 18 Crisis Cases and Interim Suspensions

2014-2015 Major Initiatives
• Increase ability to manage growing case load, including case resolution turn-around time, outreach, and investigations, by hiring a Coordinator, graduate assistant, and student intern
• Utilize student conduct database (Maxient) to track and trend data, and to improve proactive planning, sanctioning consistency with Housing/Village, educational outreach to targeted groups, and assessing threats
• Implement new Executive Order for Student Conduct Procedures, adjust to compliance and timeline changes

Key Challenges
• Manage increased volume in crisis cases and interim suspensions resulting from threatening issues such as: violence, drugs, alcohol, disruptive behavior, bomb threats, self-harm, and sexual assault (Title IX)
• Manage timelines and compliance expectations from changing Executive Orders, Title IX, VAWA/SAVE Act, so that turn-around for crisis cases and non-emergency cases meets established expectation
• Balancing laws and policies related to harm to self and/or others

Employees (FTE)
2 Permanent Employees
0 Temporary Employees
0 Student Assistant

Highest Degree Earned of Staff
0 Bachelors
1 Masters
1 Doctorates

Budget and Revenue
General Fund: $0
Self-Generated Revenue: $0
Mission Statement
To provide students with intentional learning experiences that promote leadership, empowerment, social justice, and community development.

Lead Personnel
Dr. Rebeca Gutierrez Keeton, Associate Vice President & Dean of Students
Dr. Byron Howlett, Director, Office of Student Life & Cultural Centers
La’Keisha Beard, Senior Coordinator, Student Life
Jami Grosser, Senior Coordinator, Cultural Centers
Dr. Greg Lehr, Director of the Rose Float Program

Department Overview
- Support students with identity development through co-curricular student life programs, initiatives, and advisement
- Oversee the chartering process for 310 student organizations including 27 Greek organizations and ensure compliance of Executive Order 1006
- Offer programs to enhance appreciation of diversity, including cultural heritage months, graduation celebrations, workshops and training, and Cross Cultural Retreat

2013-2014 Accomplishments
- 39% of the CPP student population had one ‘out-of-class’ student engagement activity documented in myBAR, registered over 310 clubs/orgs in new myBAR system, scheduled 4,000+ events/meetings
- Completed 125 diversity & leadership workshops/trainings for 22,410 people. Reinstated successful 24th Cross Cultural Retreat, Greeks raised over $42K for Up ‘Til Dawn & $15K for Greek Week, donated 7,000+ cans, & 196 pints of blood
- Successfully planned and executed highly visible CSU Asian American and Pacific Islander initiative projects and Department of Educ. And Department of Justice visit
- Complete program study for Rose Float lab

2014-2015 Major Initiatives
- Plan & execute new Leadership Education And Development program in fall 2014 and 20th Anniversary Celebration & Recognition of the Cultural Centers in spring 2015
- Collaborate with campus partners to create comprehensive awareness and bystander education programs for Title IX, VAWA, and Alcohol related compliance issues
- Utilize myBAR data to create reports that assist with assessment of student engagement & its connection to student success
- Complete a program study for a Rose Float Lab

Key Challenges
- IT issues: Expanding the capability of the EMS, VEMS, Collegiatelink, PeopleSoft, and Room Scheduling systems to perform what is needed for both end user and processor of Indoor/Outdoor scheduling
- Changing the culture of campus organizations to reduce incidents of sexual assault, hazing, and alcohol use
- Defining how to best work with fraternity off-campus housing that is not recognized by the University
- Working with campus partners to implement Title IX & VAWA compliance and education and developing a central scheduling office
- Updating protest monitoring protocol and communicate to police, students, and public affairs

Employees (FTE)
14 Permanent Employees
4 Temporary Employees
55 Student Assistants

Employees (FTE) Highest Degree Earned of Staff
1 Bachelors
9 Masters
2 Doctorates

Budget and Revenue
General Fund: $824,091
Self-Generated Revenue: $384,228

Student Affairs 2013-2014 Annual Report
Associate Vice President
for
Enrollment Management & Services
Mission Statement

The AVP for Enrollment Management and Services advances the University’s educational mission by providing leadership for the university’s enrollment planning and management efforts and comprehensive services and programs that promote the recruitment, matriculation, financial support, and academic success of students. As an integral part of the division’s senior leadership team, the AVP provides vision and direction and participates in University policy development, planning, management and advancement.

Lead Personnel

Kathleen Street, Associate Vice President, Enrollment Management & Services
Deborah Brandon, Executive Director, Admissions and Outreach
Maria Martinez, Registrar
Diana Minor, Director, Financial Aid and Scholarships
Cecilia Santiago, Senior Coordinator, Orientation Services
Elke Azpeitia, Coordinator, Veteran Services

Cluster Overview

- Provides direction and oversight to five comprehensive departments: Admissions and Outreach, Financial Aid and Scholarships, Orientation Services, Registrar's Office and the Veterans Resource Center
- Provides leadership to enrollment planning and reporting, including consultation with key campus constituents in the development of annual campus FTE targets, enrollment goals and strategies
- Provides coordination of enrollment functions across the Enrollment Services departments to ensure the smooth delivery of comprehensive, effective services to students and the campus community

2013-2014 Accomplishments

- Achieved 102% of the campus 2013/14 FTES goal, bringing additional revenue to the campus while managing enrollment by academic program goals
- Created/advanced enrollment reports and dashboards to inform decision-making and support centralized student services for students and the campus community
- Established and led a cross-divisional International Student Task Force to assess the international student experience and make recommendations to improve satisfaction, persistence and graduation

2014-2015 Major Initiatives

- Collaborate with Academic and Administrative Affairs in ongoing enrollment planning, including setting the direction for additional campus impaction and pre-major programs
- Restructure the enrollment departments and processes to create a Student Enrollment Center to provide centralized one-stop services
- Develop and implement programs based on best practices targeted to special student populations (URMs, first generation, veterans, international students)

Key Challenges

- Changing the culture within Enrollment Services departments to a centralized service model utilizing new technologies and redirecting current staff and operational resources
- Moving forward new initiatives, technologies and unfunded mandates in a timely, efficient manner while maintaining quality, consistent service to students and the campus community
- Advancing university, divisional and departmental goals during a period of transition in campus leadership

Employees (FTE) Highest Degree Earned of Staff Budget & Revenue

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Permanent Employees</td>
<td>82</td>
<td>25 Bachelors</td>
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<tr>
<td>Temporary Employees</td>
<td>2</td>
<td>17 Masters</td>
</tr>
<tr>
<td>Student Assistants</td>
<td>81</td>
<td>1 Doctorates</td>
</tr>
</tbody>
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AVP Involvement

Administrative Technology Work Group – IT Governance
Dashboard and Report Development Committee
Enrollment Planning Group
Graduation Initiative Steering Committee
IntelliResponse Task Force
International Admissions Work Group
International Student Task Force
Orientation Advising Council
Pathways Program Steering Committee
Semester Conversion Committee
The Student Affairs Leadership Group
Veterans Resource Group
Veteran Services Initiative Committee
Veteran Success Faculty Advisory Group
Web Technologies – IT Governance
Website Task Force

Cluster Involvement

75th Anniversary Homecoming Committee
75th Anniversary Homecoming Volunteer Sub-Committee
75th Anniversary Homecoming Festival Committee
75th Anniversary Homecoming, Parent & Family Breakfast with President Sub-Committee
Access & Disability Alliance (AdA)
Administrative Fund
Advisory Council for International Center (ACIC)
Alcohol, Tobacco and Other Drugs Committee
Alpha Lambda Delta Honor Society Advisor
ASI Associate Director of Programs Search Committee
Asian Pacific Faculty, Staff and Student Association Assessment Liaison
Associate Registrar Search Committee
Athletics Compliance Representative
Black Faculty and Staff Association
BroncoFusion Committee
Commencement Committee
Common Issues Group
Content Management Implementation Team
CSU African American Initiative
CSU Student Success – Poly Transfer
Delta/Delta Fraternity Advisor
Director of Admissions Search Committee
Division of Student Affairs Assessment Committee
Division of Student Affairs Go Green Committee
e-Advising Software Committee
Early Start Program Committee
EO 1048 Committee
EO 665 Petition Committee
Executive Director of Student Health and Counseling Services Search Committee
Extended University Committee
First Year Experience Teaching Partner
Foundation Board of Directors
FYE Teaching Partners
HRSA and Finance Security Team
IntelliResponse (Ask Billy) Implementation Team
International Student Task Force
Judicial Hearing Officer
Kellogg Legacy Grant – Native American Pipeline
Latino Faculty Staff Association
Leaders Inspire Leaders, Co-Advisor
Learning Communities Implementation Team
Orientation Advisor Council, Chair
OSHER Scholarship Committee
Pan-Asian Graduation Celebration Committee
PeopleSoft Managers
Poly Transfer
Public Relations Roundtable
R.I.S.E. Student Organization Advisor
Refund Committee
Retroactive Withdrawal Petition Review Committee
Ridge Runners Club, Advisor
SADAC Liaison Sub-Committee
Summer Session Committee
TES Kellogg Legacy Grant Proposal Author
Transfer Evaluation (TES) Project Implementation Coordinator
University Advising Task Force
University Curriculum Committee
Veterans Admission Advisory Group
Veterans Military Credit Work Group
Veterans’ Resource Group
Veterans Services Initiative Committee
Veterans Success Committee
Veterans Success Faculty Advisory Group
Weekend Events Planning Committee
Mission Statement
The mission of the Office of Admissions and Outreach is to support the university's academic plan and enrollment goals while enhancing the access and successful transition of students who reflect the rich diversity of California and beyond through strategic and innovative outreach and recruitment and the effective delivery of admissions services from the initial point of inquiry through enrollment.

Lead Personnel
Deborah L. Brandon, Executive Director Admissions and Outreach
Yolanda Cleveland Friday, Director of Outreach & School Relations
Vacant, Director of Admissions
Traci Lew, Associate Director of Non-Resident Admissions and Outreach

Department Overview
- Serves in a leadership capacity in the University enrollment management, planning and reporting efforts for domestic international and out-of-state undergraduate and graduate students
- Provides timely, accurate and comprehensive recruitment and admission services to undergraduate, graduate and credential students, parents, campus/CSU constituents, and the external community
- Hosts several programs annually to encourage students to successfully pursue a college education, including non-residents; underrepresented AAPI, Native American, African American, Latino/a; first generation; veterans

2013-2014 Accomplishments
- Effectively managed the admissions cycle to align academic program goals with available campus resources and increased program to twenty academic majors
- Increased undergraduate applications by 4.2% FTF and 13.2% UDT (2nd highest in the CSU system), processing 45,600 undergraduate applications including 6 newly impacted majors
- Awarded CSU Student Success funds to: 1) develop a pipeline of competitive African American students (RISE) and 2) develop a Transfer Receptive Culture (PolyTransfer) with Academic Affairs

2014-2015 Major Initiatives
- Develop a comprehensive assessment plan to evaluate and document programs, business process and overall operations and the efficient utilization of technology
- Collaborate with the Enrollment Services departments to develop and institutionalize a Student Enrollment Center to provide centralized one-stop services
- Continue the implementation of non-resident admissions and recruitment plan in collaboration with Academic Affairs and the International Center

Key Challenges
- Balancing enrollment targets with student demand, campus capacity and external trends at the regional, national and global levels
- Recruiting and enrolling diverse non-resident and domestic students in a highly competitive and ever-evolving market
- Leveraging technology to meet/address campus and constituent expectations in a fluid environment

Employees (FTE)
- 38 Permanent Employees
- 3 Temporary Employees
- 40 Student Assistants

Highest Degree Earned of Staff
- 5 Bachelors
- 6 Masters
- 1 Doctorates

Budget and Revenue
General Fund: $1,775,169
Self-Generated Revenue: $316,128
Mission Statement
The mission of the Office of Financial Aid and Scholarships is to provide access to higher education for a diverse student population regardless of financial circumstances. Based on a student-centered philosophy, the staff strives to guide and assist students in fulfilling their academic aspirations through quality outreach and the effective and efficient delivery of aid.

Lead Personnel
Diana Minor, Director
Nicholas Novello, Associate Director

Department Overview
- Allocates and processes $169 million annually in federal, state and institutionally funded financial assistance and $4.3 million scholarships to 79% of the student population
- Provides comprehensive outreach and counseling services to prospective and current students and their families
- Informs the campus community of current issues and implications related to college costs and student financial aid
- Maintains institutional eligibility through compliance with federal, state, university and donor regulations and guidelines

2013-2014 Accomplishments
- Achieved the centralization of the majority of university scholarships with a 65% increase in application and a 10% increase in scholarship awards
- Provided liaison services to support unique student groups (i.e. veterans, foster youth, graduate programs, Dream Act, athletics, students with disabilities and/or limited college reading skills)
- Reduced application processing time to provide financial aid awards a minimum of one month earlier than prior years

2014-2015 Major Initiatives
- Develop procedures to incorporate the processing of several new graduate cohort programs established through the Extended University
- Implement operational changes in preparation for the Student Enrollment Center, including new phone/imaging systems, business processes and on-line services
- Implement new federal and state aid programs including Middle Class Scholarship & Iraq/Afghanistan Grant while maintaining high level of service for students

Key Challenges
- Implementing a process for tracking and monitoring compliance with the new 150% loan eligibility requirement
- Developing and implement procedures to successfully support new joint CSU programs through Extended University
- Managing an efficient and equitable workload distribution among staff as program responsibility, rules and regulations increase at the state and federal levels

Employees (FTE)
- 17 Permanent Employees
- 1 Temporary Employees
- 14 Student Assistants

Highest Degree Earned of Staff
- 12 Bachelors
- 2 Masters
- 0 Doctorates

Budget and Revenue
- General Fund: $810,884
- Self-Generated Revenue: $7,555
**Mission Statement**

Our mission is to foster the academic and personal success of our entering students through holistic programming and opportunities to become engaged members of the campus and global community. We commit to preparing students for lifelong learning & leadership by developing a sense of community among new students through shared experiences; integrating students into the life of the institution through the promotion of campus traditions, mission, philosophy & culture; creating intentional opportunities for faculty/student interactions; connecting students to valuable academic and support resources; educating students about their rights, responsibilities and opportunities; and engaging families as support systems for student success.

**Lead Personnel**

Cecilia Santiago, Senior Coordinator  
Erin DeRosa, Program Coordinator

**Department Overview**

- Serves 6,000+ new undergraduates and 2,000+ parent/family annually through mandatory Orientation programs
- Delivers (8) 3-day/2-night freshmen residential, (10) 1-day transfer, (18) 1-day parent/family orientation programs
- Coordinates BroncoFusion, an all-day campus-wide welcome event for entering students
- Oversees the online Veterans e-Orientation and collaborates in the online International Student e-Orientation
- Oversees and distributes bi-monthly student e-newsletter, BroncoBytes, for the campus community

**2013-2014 Accomplishments**

- Made significant programmatic revisions to the Orientation program and orientation leader training curriculum, in consultation with key campus constituents, to address the changing needs of students
- Executed a comprehensive Program Review to ensure our responsiveness to the needs of students and the campus and to achieve the university, divisional, and departmental student learning outcomes
- Coordinated several Parent/Family Programs for multilingual speakers, including a weekend program that will be implemented during the 2014-2015 academic year

**2014-2015 Major Initiatives**

- Continue assessing and revising the transfer student orientation to support academic preparedness and foster student engagement and inclusion in campus activities, programs and initiatives
- Revamp online orientations to meet the needs of diverse student populations, including veterans, international, out-of-state, and graduate students
- Expand our interactions with new students by communicating during key times throughout the year (i.e., mid-terms, deadlines, etc.) and partnering with the FYE program

**Key Challenges**

- Having the personnel, space, and calendar to meet the growing responsibilities and increasing university enrollment
- Possessing the necessary technology to overcome operational and programmatic challenges and improve efficiencies and delivery of programs
- Negotiating diverse campus stakeholders' expectations while ensuring that the program is grounded in student development theory and best practices

**Employees (FTE)**

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
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<tbody>
<tr>
<td>Permanent</td>
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<tr>
<td>Temporary</td>
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<tr>
<td>Student Assistants</td>
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**Employees (FTE)**

<table>
<thead>
<tr>
<th>Highest Degree Earned of Staff</th>
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<tbody>
<tr>
<td>Bachelors</td>
</tr>
<tr>
<td>Masters</td>
</tr>
<tr>
<td>Doctorates</td>
</tr>
</tbody>
</table>

**Budget and Revenue**

- General Fund: $1,212
- Self-Generated Revenue: $865,198
Mission Statement
The Registrar’s Office serves students and the campus community by providing quality service that facilitates enrollment, persistence and degree completion, while maintaining accurate academic and confidential records for the University.

Lead Personnel
Maria L. Martinez, Registrar
Dora Lee, Associate Registrar

Department Overview
- Oversees all student academic records and business processes and activities related to matriculation, registration, evaluation and graduation of the 22,500+ Cal Poly Pomona students
- Enforces and ensures campus compliance with federal, state, CSU and university regulations
- Collaborates with key campus constituents in developing, implementing and communicating student-centered academic policies, procedures and services that support student success

2013-2014 Accomplishments
- Automated the change of grade process, reducing the manual processing of grade changes by 99.5% to facilitate the completion of the graduation review and academic standing process
- Transitioned over 1.7M imaged student records to a more advanced system in collaboration with the IT Division, providing advisors and staff earlier and more comprehensive archived student documents
- Implemented the Transfer Evaluation System to articulate non-resident courses that would facilitate the admission and degree completion of transfer students from out-of-state colleges and universities

2014-2015 Major Initiatives
- Develop technology that allows the department to deliver various of electronic official transcripts while reducing the department’s cost of transcript production.
- Develop a strategic plan to digitize paper-based student records housed in the department office as a crucial step on the move of the Registrar’s Office from the CLA Building to its location
- Increase course-to-course articulation of out-of-state and military coursework to boost the number of degree-applicable transfer credits for out-of-state transfer students and veteran-students

Key Challenges
- Maintain current level of services while actively participating in the quarter-to-semester conversion
- Implement and enforce the increased number of enrollment-related federal, state, CSU, and university regulations and mandates within the existing staff and operational resources of the department
- Maintain high quality student support services while responding to multiple campus priorities and demands

Employees (FTE)
- 29 Permanent Employees
- 2 Temporary Employees
- 3 Student Assistants

Highest Degree Earned of Staff
- 10 Bachelors
- 4 Masters
- 1 Doctorates

Budget and Revenue
- General Fund: $1,297,963
- Self-Generated Revenue: $102,286
Mission Statement
The Veterans Resource Center serves as an advocate for student veterans and veteran dependents and provides centralized services to support their personal and community wellbeing and their successful degree completion in a timely manner.

Lead Personnel
Elke Azpeitia, Coordinator, Veteran Services

Department Overview
- Provides quality centralized support, advocacy, recognition and community building events for 400 student veterans and 100 veteran dependents
- Liaisons with faculty, campus services and external community organizations to provide academic and personal services to meet the unique needs of student veterans, including career and internship opportunities
- Delivers a comprehensive leadership training program for the veteran peer mentors to assist in their personal development and ensure their effectiveness in providing support and guidance to fellow veterans

2013-2014 Accomplishments
- Provided centralized support services for the student veteran community and their dependents, including peer mentoring, assistance with policies and processes, referrals, and community engagement activities
- Actively developed veteran liaisons with community organizations, including the Veterans Administration, AmVets, and the VA Mobile to provide health/counseling services on campus
- Created a Faculty Advisory Board which advanced the receipt of military credit and hosted three successful faculty/staff workshops to increase awareness of veteran issues and support services

2014-2015 Major Initiatives
- Continue the expansion of career and internship opportunities for veterans in the local community
- Continue to increase military course credit for military training and coursework
- Develop an alumni student veteran base to stay connected and to provide support and opportunities to current student veterans
- Pursue opportunities for more space for the Veterans Resources Center

Key Challenges
- Providing quality services to assist student veterans in a Veterans Resource Center which has extremely limited space
- Obtaining additional grant funding to continue a high level of services to our student veterans
- Assisting students to successfully navigate external organizations, including the Veterans Administration and Vocational Rehabilitation Services

Employees (FTE)
- 1 Permanent Employees
- 1 Temporary Employees
- 0 Student Assistants

Highest Degree Earned of Staff
- 0 Bachelors
- 1 Masters
- 0 Doctorates

Budget and Revenue
- General Fund: $0
- Self-Generated Revenue: $0
Veterans Resource Center
Division of Student Affairs
As of June 30, 2014

Douglas R. Freer, Ed.D.
Vice President for Student Affairs
AGL IV

Kathleen Street
Associate Vice President for Enrollment Management and Services
AGL III

Elke Azpeitia
Veteran Services Coordinator
SSP II
Associate Vice President for Student Affairs Administration
Mission Statement
The Associate Vice President for Student Affairs Administration advances the educational mission of the university by providing leadership for auxiliary programs and services to engage students in active learning, to build a supportive and inclusive environment, to support the emotional growth and personal development of students and to make a positive contribution to student life. As part of the Vice President’s leadership team, the AVP provides vision and direction to the Division in capital planning, design and construction; budget, forecasting and financial reporting; and strategic planning.

Lead Personnel
Christi R. Chisler, Associate Vice President, Student Affairs Administration
Celeste Salinas, Administrator in Charge, Children's Center
Michael Biagi, Director, Parking and Transportation Services
Dr. Megan Stang, Executive Director, University Housing Services
Carol Lee, Interim Manager, Budget & Special Projects

Cluster Overview
- Provides fiscal and strategic planning for the Division for the general fund budget of $11.6 million, fees of $7 million, special funds of $30.6 million, and capital design and construction of $90 million
- Provides fiscal, operational and strategic oversight of University Housing Services, Parking and Transportation Services, and the Children's Center
- Serves as the Division liaison to the university for budget, capital planning, strategic planning and space planning

2013-2014 Accomplishments
- Completed site selection and schematic design for replacement of traditional residence halls dining halls; Parking Structure II feasibility study and site selection; and programming for future Children's Center
- Co-chaired 75th Anniversary Homecoming Committee
- Established budget templates and reconciliation processes for fee based departments; completed departmental-level Continuity plans

2014-2015 Initiatives
- Reselect site, recommence design and gain BOT approval for traditional residence halls and dining commons project including major master plan revision and non-state capital plan amendments
- Select design/build contractor and begin design and construction on Parking Structure II
- Develop and implement new systems in Children's Center for grant tracking and reporting; enrollment and attendance tracking; and billing
- Facilitate division level business continuity plan, setting priorities in case of extensive loss of resources
- Complete site selection and finalize programming for student project lab, begin upgrades for Scolinos field, complete programming studies for Student Health & Counseling Center, One Stop Enrollment, and track and soccer stadium

Key Challenges
- Increasing enrollment, related increasing demand for parking as lots used as building sites
- Increasing the use of alternative transportation in a car centered culture with a lack of attractive options
- Funding and space issues in Children's Center
- Increasing demand for housing as enrollment increases, campus culture shifts and long lead time to complete projects

Employees (FTE)  Highest Degree Earned of Staff  Budget & Revenue
71  Permanent Employees  21  Bachelors  General Fund: $85,000
15  Temporary Employees  24  Masters  Self-Generated Revenue: $30,720,435
146  Student Assistants  1  Doctorates
AVP Involvement

75th Anniversary Homecoming Steering Committee, Co-Chair
Bronco Pride and Traditions Committee, Co-Chair
Bronco Recreation and Intramural Complex (BRIC) Construction Committee
Campus Safety Forum
CLA Replacement Building Advisory Group
Disruption Planning Committee
Division Business Continuity Liaison
Early Childhood Advisory Board
Executive Director, SHCS Search Committee, Chair
Judicial Affairs Hearing Officer
Mr./Ms. Cal Poly Pomona Judge

Parking & Transportation Services Advisory Committee
Parking Structure II Consultant Selection Committee
Parking Structure II Feasibility Study Steering Committee
Resource Management Advisory Committee
Scolinos Field Project Planning Committee
Soccer and Track Project Planning Committee
Space Management Planning Committee
Student Lab Project Committee
Student Success Fee Planning Committee
Traditional Hall Replacement Contractor Selection Committee
Web Task Force

Cluster Involvement

75th Anniversary Homecoming Dance Planning Committee
75th Anniversary Homecoming Family Weekend Committee
75th Anniversary Homecoming Festival Planning Committee
75th Anniversary Homecoming Weekend Steering Committee
Access and Compliance Team
Access and disAbility Alliance, Treasurer
Administrative Fund, Chair
African American Student Center Coordinator Search Committee
Alcohol, Tobacco and Other Drug Committee (ATOD)
ASI Leadership Team
ASI, Associate Director for Programs Search Committee
Asian American Pacific Islander (AAPI) Initiative
Ask Billy Committee
Athletics Compliance
Barkada
BroncoFusion
Cal Poly Pomona Cycling Club Advisor
Campus Intramurals
Campus Safety Committee
Career Center Employer Relations Committee
Chi Alpha Advisor
Children’s Center Parent Advisory Board
Climate Commitment Taskforce
Commencement Committee
Coordinator of Leadership and Student Involvement Search Committee
Coordinator of the Pride Center Search Committee
CPP Greek Week Volunteer
Director of Admissions Search Committee, Chair
Director of Disability Resources Search Committee, Chair

Disability Awareness Committee
Early Childhood Education Advisory
First Year Experience Teaching Partner
Hilda L. Solis Scholarship Dinner & Reception, Scholarship Reading Committee
Hilda Solis Scholarship Review Committee
Hot Dog Caper Planning Committee
International Student Task Force
La Familia de Cal Poly, Campus Advisor
Latino Faculty, Student, and Staff Association
Latino Faculty, Student, and Staff Association-Scholarship Committee
Pan Asian Graduation Planning Committee
Parent Advisory Board
Parking Structure 2 Feasibility Study Committee
Pi Kappa Phi Advisor
PolyCARES
President’s Climate Commitment Transportation Committee
Pride Alliance
Pride Center Scholarship Committee
Pride Center Coordinator Search Committee
Pumpkin Festival Planning Committee
Southern California Tasting and Auction Committee
Staff Council
STAR Recognition Committee, Chair
Student Affairs Divisional Assessment Committee
Student Affairs Go Green Committee
Student Affairs Weekend Programming Committee
Student Housing Replacement Committee
Tau Kappa Epsilon (TKE), Advisor
Unity Luncheon Committee
Women in Student Affairs & Network (WISAN) Committee
Mission Statement
The Children's Center is committed to providing a free or affordable, high-quality school readiness program in a safe and nurturing environment which allows our children to create positive educational experiences while student parents fulfill their educational goals and dreams.

Lead Personnel
Vacant, Director
Celeste Salinas, Associate Director & Administrator in Charge

Department Overview
Enrolls up to 85 children in a year-round full or part-time, program for Toddlers, Preschoolers, and Kindergarteners and a summer enrichment program, Kids University, for elementary school-aged children. Supports school readiness through the development of oral language skills, phonological and print awareness, alphabet and math knowledge, comprehension, and social and emotional development using research-based curricula programs. The teachers, highly-qualified with Bachelor's Degrees, are licensed by the State of California Department of Social Services Community Care Licensing, Title 22, and follow Title 5 low teacher-child ratios.

2013-2014 Accomplishments
- Awarded total grant revenue/funding of $775,000
- Developed and implemented a new process for student enrollment and attendance tracking process that enabled us to maximize enrollment and serve more students
- Implemented the first year of the Child and Adult Care Food Program

2014-2015 Major Initiatives
- Complete architectural review of current facilities to comply with State Fire Marshall, Department of Social Services licensing, Title 5, and the National Association for the Education of Young Children standards and requirements
- Develop and strengthen partnerships with our campus community to better serve the needs of Cal Poly Pomona students, staff, faculty and their children
- Implement additional software modules to further improve enrollment and attendance tracking and begin direct billing to families

Key Challenges
- Finding time and funds to provide training opportunities for staff due to the need to hire substitutes to maintain teacher/student ratio
- Aging facility with significant deferred maintenance issues and lack of adequate space for childcare and staff
- Relying on grant funding which fluctuates with the economy and creates an additional administrative burden due to tracking and reporting requirements

Employees (FTE)

| Permanent Employees | 14 |
| Temporary Employees | 4 |
| Student Assistants  | 2 |

Highest Degree Earned of Staff

| Bachelors | 6 |
| Masters   | 3 |
| Doctorates| 0 |

Budget and Revenue

| General Fund  | $85,000 |
| Self-Generated Revenue | $938,087 |
Mission Statement
Parking & Transportation Services is dedicated to maintaining accessible and attractive parking facilities, managing parking resources efficiently so that students, faculty, staff and visitors are able to park conveniently, maintaining commuter programs, promoting transportation alternatives, and reducing parking demand.

Lead Personnel
Michael P. Biagi, Director
Kaitlyn N. Davis, Associate Director

Department Overview
- Manages parking enforcement and appeals, Bronco Express and Metro Connect Shuttles, Rideshare, van pools, Visitor and Information Booth and parking lot maintenance for 12,121 spaces in 28 surface lots and 1 structure
- Serves over 425,000 shuttle riders and 91,000 visitors through the Information Booth; writes 17,000 citations; enrolls and serves over 600 Rideshare members per year
- Other special services including commute planning, vehicle assists, safety escorts, and assisting University Police with traffic control

2013-2014 Accomplishments
- Installed new parking pay stations to provide the campus community with faster and more reliable means to purchase daily parking permits
- Installed 19 electric vehicle charging stations in support of the Climate Commitment to encourage the use of electric vehicles and plug-in hybrid electric vehicles
- Completed Parking Structure II feasibility study, obtained campus approval of project and began the process of selecting design/build construction team

2014-2015 Major Initiatives
- Research and implement new technologies in parking, such as cloud based permit sales, text message notification for expiration of pay station permits, and the ability to remotely increase time on pay station permits
- Select design build contractor and begin construction on Parking Structure II, a 1,700 vehicle structure in south campus
- Update General Orders to provide effective guidance for officers

Key Challenges
- Communicating changes in parking processes and procedures to the campus community as more technology-enhanced solutions are adopted
- Accommodating increased parking demand due to higher enrollment numbers
- Increasing the usage of alternative methods of transportation for students, faculty, and staff in order to meet the goals of the President's Climate Commitment

Employees (FTE)
- 24 Permanent Employees
- 0 Temporary Employees
- 16 Student Assistants

Budget and Revenue
- General Fund: $0
- Self-Generated Revenue: $8,460,070

Highest Degree Earned of Staff
- 7 Bachelors
- 1 Masters
- 0 Doctorates
Mission Statement
We work cooperatively with our residents in a learning centered environment to foster:
- A safe and welcoming community
- Opportunities for growth, leadership and academic achievement
- Respect and value of lifestyle and cultures

Lead Personnel
Dr. Megan Stang, Executive Director
Reyes Luna, Director for Residence Life
George Barney Wright, Associate Director for Facilities
Jackie Natividad, Assistant Director for Business Services
Vacant, Director for Housing Operations

Department Overview
- Serves as a comprehensive student housing department encompassing Residential Life, Housing Operations, Facilities, Capital Planning and Construction, Residential Dining, and Summer Conference Services
- Provides on campus housing for 2,450 residents: 1,400 in traditional residence halls (built in 1960's), 1,030 in the Residential Suites, 20 at the Lyle Center for Regenerative Studies (housing units managed by UHS for the College of Environmental Design)

2013-2014 Accomplishments
- Piloted academic theme communities in the traditional halls in collaboration with college-based partners
- Conducted pre and post assessments for a longitudinal study in support of graduation initiative
- Completed schematic design phase for replacement of traditional residence halls prior to project delay due to selection of new site
- Developed plan and began renovations for Los Olivos and traditional residence halls to keep them operational during design and construction of new halls

2014-2015 Major Initiatives
- Finalize site selection with Facilities Planning and Management and recommence design on the traditional residence hall and dining commons replacement project slated to open in 2018
- Upgrade the traditional residence hall portfolio to include wireless access for all student rooms and common areas and commence lobby refurbishment project
- Host Pacific Affiliate of College and University Residence Hall (PACURH), a residential student government leadership conference, for over 800 student leaders

Key Challenges
- Addressing deferred major maintenance ($50 to $60 million) for 55 year old residence halls and dining commons with halted replacement project planning
- Responding to and managing perceptions around hospital transports and complex conduct cases in areas of alcohol, marijuana and mental health
- Providing key information to residents in formats that are well received and acknowledged

Employees (FTE)
29 Permanent Employees
11 Temporary Employees
128 Student Assistants

Highest Degree Earned of Staff
6 Bachelors
16 Masters
1 Doctorates

Budget and Revenue
General Fund: $0
Self-Generated Revenue: $21,322,278
Associate Vice President for Student Services
Mission Statement

The Associate Vice President for Student Services provides leadership for services that promote the intellectual, personal and career development of students while enhancing their physical and psychological well-being in support of educational equity and student success.

Lead Personnel

Dr. Kevin T. Colaner, Associate Vice President
Tom Munnerlyn, Director of the Career Center
Tracee Passeggi, Interim Director of the Disability Resource Center
Dr. Cathy Schmitt Whitaker, Interim Director of Student Health & Counseling Services
Leticia Guzman Scott, Interim Executive Director of Student Support and Equity Programs

Cluster Overview

- Responsible for the strategic direction and line management of the Career Center, the Disability Resource Center, Student Health and Counseling Services, and Student Support and Equity Programs
- Liaisons with Academic Affairs to determine strategic direction for educational equity, student learning, and retention services and carries out the responsibilities of the college dean for undeclared students, meets with and advises students and student groups, and acts on various petitions, grievances and student and student appeals

2013-2014 Accomplishments

- Augmented funding for programs and services by raising over $1,000,000 dollars in external funding
- Expanded utilization and service rates in all areas within the cluster
- Strengthened campus engagement related to disability and mental health issues through the creation and support of the Ability Ally Program and mental health stigma reduction programs

2014-2015 Major Initiatives

- Advance the consolidation of student health and counseling by formulating procedures, combining technologies, and implementing a co-location plan
- Expanding partnerships with Academic Affairs to advance college based career services, enhance academic advising, and improve accessible materials in the classroom
- Increase fundraising efforts to expand programs and services, scholarship opportunities for students, and off-set budget shortfalls

Key Challenges

- Meeting the increasing complex challenges presented by larger numbers of students presenting with serious mental health challenges
- Accessing detailed data related to our student populations through direct access to the student databases through an assigned systems analyst
- Ensuring campus-wide compliance in providing access to all students through fully accessible classroom materials

Employees (FTE)  Highest Degree Earned of Staff  Budget & Revenue

<table>
<thead>
<tr>
<th>Employees (FTE)</th>
<th>Highest Degree Earned of Staff</th>
<th>Budget &amp; Revenue</th>
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</thead>
<tbody>
<tr>
<td>84 Permanent Employees</td>
<td>24 Bachelors</td>
<td>General Fund: $3,238,810</td>
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<tr>
<td>31 Temporary Employees</td>
<td>31 Masters</td>
<td>Self-Generated Revenue: $7,791,657</td>
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<tr>
<td>78 Student Assistants</td>
<td>21 Doctorates</td>
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</table>
AVP Involvement

75th Anniversary Homecoming Weekend Planning Committee
Access and Compliance Team, Co-Chair
Accessible Technology Initiative, Subcommittee Co-Chair
Enrollment Planning Group (EPG)
Golden Key, Advisor
Graduation Initiative Steering Committee
Unity Luncheon Committee
Western Regional Careers in Student Affairs Day Committee

Cluster Involvement

75th Anniversary Homecoming Weekend Planning Committee
Ability Ally Training Planning Committee, Chair
Access and Compliance Team (ACT)
ACCESS and disABILITY ALLIANCE (AdA)
Accessible Technology Initiative (ATI) Steering Committee
Advising Task Force
Alcohol, Tobacco and Other Drugs Advisory Council, Chair
APISC Scholarship Committee
BRIC Neighbors
BroncoFusion Committee
BroncoFusion Workshop Presenter
Commencement Committee
Division of Student Affairs Go Green, Website Administrator
Division of Student Affairs STAR Awards Committee
EO 1048 Early Start Committee
eText Pilot Program
Golden Key Honor Society, Advisor
Green Space Program Liaison
Institutional Review Board
International Center Advisory Council
Labor Council
Labor Management Committee

Latino Business Student Association, Advisor
Latino Faculty, Staff and Student Association
Learning Support Council (LSC)
LSC Assessment Committee
Los Broncos Unidos, Advisor
Orientation Advisory Council
PolyCARES
Pre-Majors Sub-Committee, Chair
Pride Alliance
Public Affairs Roundtable
Public Safety Committee
Retroactive Withdrawal Committee
Stories for Successful Learning
Student Affairs Division Assessment Committee (SADAC), Chair
Student Affairs Student Conduct Hearing Officer
Student Health Advisory Council
Unity Luncheon Committee, Chair
University Advising Task Force
University Curriculum Committee (Senate Subcommittee)
Veteran’s Liaison Council
Veterans Resource Committee
Veterans Success Subcommittee
Vietnamese Student Association, Advisor
Mission Statement
Empower students and alumni to identify their skills, interests and values; make informed educational decisions; and discover meaningful career opportunities.

Lead Personnel
Tom Munnerlyn, Director

Department Overview
- Offers a comprehensive program that coordinates career resources for all students/all majors and alumni
- Coordinates student full-time and part-time employment and career-related internship/co-op and employment
- Provides career development/counseling for undeclared majors, students who change their major, and students who need assistance identifying what options are available with their major

2013-2014 Accomplishments
- Increased employer attendance at 2013-2014 career fairs by 7% over 2012-2013 career fairs with 470 organizations attending career fairs
- Provided remote drop-In advising in the College of Business Administration, College of Education and Integrative Studies, College of Science, and Veterans Resource Center
- Provided consultation to Art Department majors in ENV for annual Poly Kroma meet with industry night

2014-2015 Major Initiatives
- Develop and execute a Career Fair for Engineering Graduate students
- Develop specific programs for Cal Poly Pomona alumni and possible career fair for alumni
- Grow employer data base and develop relationships with industry specific organizations in environmental sustainability and renewable energy

Key Challenges
- Providing appropriate staff development to career center staff and campus partners in order to assist veterans in transitioning their military experience into career opportunities in the civilian sector
- Responding to the complex needs of an increasing international student population who are seeking employment and internship experiences despite restrictive federal regulations.

Employees (FTE)
- 10 Permanent Employees
- 4 Temporary Employees
- 6 Student Assistants

Highest Degree Earned of Staff
- 2 Bachelors
- 9 Masters
- 1 Doctorates

Budget and Revenue
- General Fund: $468,224
- Self-Generated Revenue: $368,294
Career Center
Division of Student Affairs
As of June 30, 2014

Kevin T. Colaner, Ed.D.
Associate Vice President for Student Services
AGL III

Tom Munnerlyn
Director
AGL III

Dr. Cheryl Love
Career Counselor
SSP III

Ann Lara
Career Services Coordinator
SSP III

Cherrie Peters
Career Counselor
SSP III

David Craig
Career Counselor
SSP III

Gabe Carranza
Graphic Designer
AA/S NE

VACANT
Lead Administration
AA/S NE

Dora Chapman
Front Office Assistant
ASA II

Gerry Russo
On-Campus Interview Coordinator
AA/S NE

Lauren Corona
Events Coordinator
AA/S NE

Dawn Finley
Job Location & Development Coordinator
SSP II

Dr. Edward Merritt
Interim Dean
Collins College of Hospitality Management

Dr. Cheryl Love
Career Counselor
SSP III
Mission Statement
The Disability Resource Center (DRC), in collaboration with campus community, advocates for the equal access and opportunity for individuals with disabilities to be enfranchised in all aspects of University life by supporting personal, academic, and career development. DRC further seeks to empower students to fulfill their potential through self-determination life-long learning and growth.

Lead Personnel
Tracee Passeggi, J.D., Director

Department Overview
- Serves approximately 588 students with a variety of disabilities, providing resources and consultative services to faculty and staff regarding disability and accessibility related topic
- Creates awareness, provides education, and consults on a complex set of federal, state, Office of Civil Rights, CSU and university regulations related to access and equity
- Verifies documentation and prescribes academic accommodations and support services

2013-2014 Accomplishments
- Provided services for 588 students, 4,471 testing accommodations (20% increase from 12/13), 794 alt-media requests (24% increase) and over 11,000 hours of interpreting/captioning (18% increase)
- Restructured staff roles to align with operational and student needs, leading to more streamlined process and improved services for our DRC students and faculty
- Began implementation of new student accommodation management software to improve efficiency and effectiveness of services

2014-2015 Major Initiatives
- Refine communication process with faculty to ensure uniformity of information as it pertains to testing, Deaf/HH, and Alt Media, and develop faculty handbook to assist with FAQs
- Restructure DRC staffing through evaluation of current positions and identify areas in need of additional staffing or resources
- Create DRC Department Policies & Procedures manual, and utilize technology and new lobby kiosk to streamline daily operation, and improve the processing of accommodations and services

Key Challenges
- Ensuring faculty, who lack training and support in accessible technology, provide equal access to all students
- Adapting to substantial increases in the number of students served and accommodations provided, with no increase in staff and diminished student assistant support
- Relying on external partners for data and information that is critical to the department, slowing the daily operation of the DRC and making implementation of accommodation management software challenging

Employees (FTE)
- 13 Permanent Employees
- 18 Temporary Employees
- 16 Student Assistants

Highest Degree Earned of Staff
- 8 Bachelors
- 3 Masters
- 3 Doctorates

Budget and Revenue
- General Fund: $1,024,128
- Self-Generated Revenue: $353,524
Mission Statement
The mission of Student Health and Counseling Services (SHCS) is to promote academic and personal success and help students develop healthy lifestyles by providing caring, student-centered, professional, and quality medical, psychological, and health education services to our diverse community.

Lead Personnel
Dr. Catherine Schmitt-Whitaker, Interim Executive Director
Dr. Monica Ng, Director, Counseling Services
Dr. John Tsai, Lead Physician
Anna Line, Assistant Director, Administration
Ty Ramsower, Senior Coordinator, Health Promotion and Wellness
Elianne Martin, R.N., Associate Director for Clinical Services

Department Overview
- Provide comprehensive holistic physical, emotional and social health care to support students in achieving academic success and ultimate graduation
- Offer quality individual and group counseling/primary care appointments, urgent/crisis response, and wellness programs and services
- Consult and share intervention strategies with faculty/staff to address students who may be in distress or exhibiting disruptive behavior

2013-2014 Accomplishments
- Advanced the holistic integration of Counseling, Health and Wellness, including; rotation of counselling services across sites, and common student assessments, and commencing facility integrating
- Expanded mental health outreach, programming and services for the community; including the formation of the Active Minds Student Chapter

2014-2015 Major Initiatives
- Integrate health, counseling, wellness to foster a holistic approach with Individual and community focus through renovation for a one-stop location, and development of integrated policies and services
- Enhance prevention strategies and increase efficiencies in outreach efforts in health-related areas by using of online media forms to reach students who have traditionally under-utilized healthcare services
- Develop and implement dental services in response to student assessment feedback with participation from the Student Health Advisory Committee, Pre-Dental Society and ASI groups

Key Challenges
- Increase in the demand and severity of psychological needs of students
- Integration of Health and Counseling services while operating in separate locations
- Unforeseeable impact of affordable care legislation - plan policies and benefits implications for mandatory student health fee provisions, scope of practices and billing for services

Employees (FTE)
- 40 Permanent Employees
- 9 Temporary Employees
- 22 Student Assistants

Highest Degree Earned of Staff
- 8 Bachelors
- 8 Masters
- 16 Doctorates

Budget and Revenue
- General Fund: $0
- Self-Generated Revenue: $6,780,837
**Mission Statement**
Student Support & Equity Programs is dedicated to making a positive difference in the lives of under-represented non-traditional, and undecided students through a broad range of high quality programs and services that promote access and equity, transition, and educational opportunities in support of student learning and success; thus empowering them to become educated and engaged citizens who go on to lead productive and meaningful lives.

**Lead Personnel**
Leticia Guzman Scott, Interim Executive Director
Anna Line, Interim Associate Director
Lea J. Manske, Senior Coordinator of Advising Services
María G. Rivera-Duncan, Coordinator of Admissions and Enrollment Services
Norma León, Coordinator of Educational Assessment and Transition
Makeda Bostic, Coordinator of Renaissance Scholars

**Department Overview**
- Administers high impact services that support the admission, transition, and retention of over 2,000 students served by the EOP, Summer Bridge, Renaissance Scholars, and Undeclared Student Program
- Functions as the academic home for undeclared students providing a full complement of academic advising services

**2013-2014 Accomplishments**
- Implemented the PeopleSoft Modification for EOP Admissions processing and piloted the complete on-line scheduling system for tutorial services
- Secured over to $483,000 of external funding for EOP and Renaissance Scholars
- Implemented a successful three day pilot Transfer Bridge program

**2014-2015 Major Initiatives**
- Expand our capacity by increasing the number of students we serve and restore high impact programs
- Continue to secure and increase external funding opportunities for EOP and Renaissance Scholars through collaborations with various departments on-campus across divisional lines
- Expand our EOP and RS outreach activities and target specific organizations that serve comparable populations

**Key Challenges**
- Increasing number of impacted majors and the implications for undeclared students to declare their major of interest by the end of their first year
- Accessing detailed data related to our student populations through direct access to the student database or an assigned systems analyst
- Stabilizing funding for specific high impact services (e.g., Peer Advising and Mentoring, Transitional Programs) within our department

**Employees (FTE)**
- 19 Permanent Employees
- 0 Temporary Employees
- 32 Student Assistants

**Highest Degree Earned of Staff**
- 5 Bachelors
- 10 Masters
- 0 Doctorates

**Budget and Revenue**
- General Fund: $1,302,545
- Self-Generated Revenue: $375,356
Vice President
Direct Reports
**Mission Statement**

Associated Students, Incorporated, Cal Poly Pomona is a California State University recognized auxiliary organization and a nonprofit corporation that seeks to:

- Foster student advocacy, representation, engagement and academic success
- Establish opportunities for learning, leadership and development for students and its staff
- Create an environment that promotes collaborative partnerships, cultural diversity and campus pride
- Provide high quality facilities, programs and services to students, administrators, faculty, staff, alumni, and the off-campus community

**Lead Personnel**

Cora M. Culla, Executive Director
Powell Velasco, Associate Executive Director
Barnaby Peake, Director, Programs and Marketing
Terri Bell, Director, Business Services
Krista Smith, Director of Recreation
Celeste Salinas, AD and Administrator in Charge, Children’s Center

**Department Overview**

- A recognized auxiliary organization that supports the educational mission of the university through the operation of the Bronco Student Center (BSC) and scheduled opening of the Bronco Recreation and Intramural Complex (BRIC) in September 2014
- Provides for student representation at the campus and system-wide levels and offers student leadership and employment opportunities to over 160 students
- Serves Cal Poly Pomona through collaboration on major campus initiatives, high profile programs and events and a wide range of service offerings

**2013-2014 Accomplishments**

- Revised ASI Strategic Plan for implementation over the next five years, 2014-2019
- Renewed ASI Operating Agreement with the CSU Board of Trustees for the period 07/01/14 to 06/30/19
- After 11 years, the Bronco Fitness Center closed, making room for the construction of a new, multipurpose student lounge in the BSC

**2014-2015 Major Initiatives**

- Complete construction of the BRIC with anticipated completion in fall 2014 with a student grand opening during BroncoFusion in September and a formal ribbon-cutting in October
- ASI will hire and train an additional 150 student staff to work in the BRIC
- ASI will evaluate and enhance its benefits program to provide for the well-being of its staff and be aligned with comparable organizations

**Key Challenges**

- Opening of BRIC will be challenging with shifting roles for ASI senior management, the doubling of ASI's staff and implementation of new technology, programs, policies and procedures
- ASI is evaluating its compensation structure to address the setback from the five-year salary freeze and preserve its ability to attract and retain quality staff
- The BSC is an ageing facility with building systems exceeding their estimated life, code compliance challenges and space allocation issues

**Employees (FTE)**

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
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<tbody>
<tr>
<td>Permanent Employees</td>
<td>56</td>
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<tr>
<td>Temporary Employees</td>
<td>4</td>
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<tr>
<td>Student Assistants</td>
<td>162</td>
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**Highest Degree Earned of Staff**

<table>
<thead>
<tr>
<th>Degree Type</th>
<th>Count</th>
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</thead>
<tbody>
<tr>
<td>Bachelors</td>
<td>31</td>
</tr>
<tr>
<td>Masters</td>
<td>12</td>
</tr>
<tr>
<td>Doctorates</td>
<td>0</td>
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</tbody>
</table>

**Budget and Revenue**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$0</td>
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<tr>
<td>Self-Generated Revenue</td>
<td>$7,823,611</td>
</tr>
</tbody>
</table>
Mission Statement
The Department of Intercollegiate Athletics is an integral part of the educational environment at Cal Poly Pomona. Its primary mission is to provide student-athletes with experiences that encourage their mental, physical, social and emotional development; enhance their capacity for working with others; and strengthen their decision making and leadership skills. The department also contributes to the campus community by conducting programs and presenting events in ways that effectively serve the public relations interests of the University and provide opportunities for entertainment and positive social interaction.

Lead Personnel
Brian Swanson, Athletic Director
Stephanie Duke, Associate Athletic Director

Department Overview
- Manages, administers and coordinates a nationally-recognized NCAA Division II 10-sport Intercollegiate Athletics program
- Ensure compliance with highly complex set of department, University, conference, CSU, NCAA and federal regulations related to higher education athletic program administration

2013-2014 Accomplishments
- Achieved an overall student-athlete grade point average of 3.03 the highest in recorded history
- Secured the largest planned gift in department history
- Track & Field had eight (8) student-athletes participate in the NCAA Nationals, the most in sport history

2014-2015 Major Initiatives
- Advance the Scolinos Field Baseball Project
- Initiate Student Success Fee Funding Model
- Revise the Annual Fund Program

Key Challenges
- Budgets moving to fee based system based on projected enrollment
- Two new head coaches and a new top administrator

Employees (FTE)
- 27 Permanent Employees
- 2 Temporary Employees
- 2 Student Assistants

Highest Degree Earned of Staff
- 17 Bachelors
- 14 Masters
- 1 Doctorates

Budget and Revenue
- General Fund: $1,157,913
- Self-Generated Revenue: $1,297,106

Student Affairs 2013-2014 Annual Report
Mission Statement
Our mission is to provide a safe and secure environment for the University Community. We provide these services fairly, with integrity, respect, and in a manner that meets or exceeds the standards of our profession.

Lead Personnel
Bruce Wilson, Interim Chief of Police
Vacant, Lieutenant

Department Overview
- A fully sworn police and public safety department certified by the State of California
- Provides 24/7 public safety services including: continuous dispatch services, 9-1-1 call reception, alarm monitoring, and communication services
- Provides campus patrol, problem solving response, investigation of crimes, and crime prevention education
- A well-defined campus Emergency Management Plan with several hundred trained faculty and staff members

2013-2014 Accomplishments
- Partnered with the Taskforce for Regional Auto-theft Prevention (T.R.A.P.) to proactively address vehicle thefts on campus
- Reorganized Mini EOC Program to incorporate relocation of College of Education and Integrative Studies and College of Business Administration and trained rebuilt emergency teams

2014-2015 Major Initiatives
- Replace and upgrade the 911 Communications system to integrate with the new campus VOIP system
- Coordinate with Los Angeles County Fire Division 2 to host an Active Shooter exercise at International Polytechnic High School to include local law enforcement responders
- Collaborate with the Title IX Coordinator and campus stakeholders to comply with new VAWA/Campus SaVE Act/Clery Act requirements and the CO’s Executive Orders

Key Challenges
- Maintaining effective department administration, operations and high level of service, despite management and staff vacancies
- Identifying dedicated personnel and resources needed to update outdated department policies and General Orders to provide effective guidance for officers and mitigate risk
- Recruiting high quality candidates for sworn police officer vacancies and continue to promote diversity in hiring so that our department is reflective of the community we serve

Employees (FTE)
- 25 Permanent Employees
- 1 Temporary Employees
- 13 Student Assistants

Highest Degree Earned of Staff
- 14 Bachelors
- 0 Masters
- 0 Doctorates

Budget and Revenue
- General Fund: $1,726,565
- Self-Generated Revenue: $794,961
Divisional Committees
Mission Statement

The Alcohol, Tobacco and Other Drugs Advisory Council annually develops and reviews goals, assesses the effectiveness of campus alcohol and other drugs policies and programs, and makes recommendations to the President in support of maintaining a safe, productive learning environment at Cal Poly Pomona.

Committee Chair(s)

Ty Ramsower, Chair, Senior Coordinator Health Promotion and Wellness, Student Health & Counseling Services

Committee Overview

- Oversees Alcohol, Tobacco and Other Drug (ATOD) prevention and compliance efforts for the campus community
- Reflects membership from across university departments and organizations where student groups and services are uniquely relevant to Alcohol, Tobacco and Other Drug (ATOD) prevention activities

2013-2014 Accomplishments

- Instituted CHOICES peer lead Brief Alcohol Abuse Prevention Program
- Administered alcohol survey to University and Village housing students and compiled data
- Developed and disseminated alcohol prevention messages including social norms campaign to address student misperceptions of alcohol use on campus

2014-2015 Major Initiatives

- Provide adequate resources to support students with substance abuse issues
- Develop and disseminate alcohol prevention using targeted needs assessment data
- Customize the CSU systemwide Aware Awake Alive program on campus to reduce the incidents of high risk alcohol behavior

Key Challenges

- Integrating AOD prevention education programs throughout campus
- Searching for adequate resources to support students with substance abuse issues
- Uncertainty regarding the future direction of smoke free and/or restricted tobacco use policies

2013-2014 Committee Members

Susan Ashe, Judicial Affairs
Enrico Cortez, University Police
Erin Derosa, Orientation Services
Fernando Diaz, Student Health Services
Annalicia Hernandez, University Housing Services
Debbie Jackley, Student Health Services
Carla Jackson, Student Health Services
Margie Jones, Collins College of Hospitality Management
David Lazamana, University Village Foundation
Mayra Lewis, VPWRC
Ruem Malasarn, Bronco Athletics

Anne McLoughlin, CPP Foundation
Aaron Neilson, Foundation Dining Services
Barny Peake, Associated Students, Inc.
Brad Peake, University Village
Ty Ramsower, Student Health Services
Sharon Rocacorba, Greek Life
Geovanna Rodriguez, University Village
Karina Salas, Student
James Sturgis, Psychology & Sociology
Kris Surber, University Police
Kathleen Wong, Student
Mission Statement
The Student Affairs Divisional Assessment Committee (SADAC) coordinates division-wide assessment strategies; provides training opportunities to divisional leaders on assessment best practices; and serves as a resource to departments for their assessment efforts to encourage continuous improvement of programs and services for our students.

Committee Chair(s)
Dr. Catherine Schmitt Whitaker, Student Health & Counseling Services

Committee Overview
- Coordinates the use of Campus Labs which provides Student Affairs staff with professional assessment and survey support
- Provides information and training to division staff to assess student learning and best practices including a division-wide student employee learning outcome assessment
- Coordinates the We Care and Phantom Shopper surveys as a division-wide mechanism to gather customer service feedback

2013-2014 Accomplishments
- Implemented quarterly assessment trainings that were attended by department liaisons to foster and sustain our culture of assessment
- Created and implemented division-wide assessment calendars to facilitate the planning of departmental assessment projects
- Developed assessment guidance and roles for department heads and liaisons; established a SADAC Sub-Committee of department assessment liaisons

2014-2015 Major Initiatives
- Encourage greater collaboration on assessment activities among departments through the coordination and tracking of department assessment activities within the division
- Create Assessment Training Certification utilizing Collegiate Link to facilitate knowledge acquisition and sharing among department assessment liaisons
- Review division assessment practices, as needed, and make recommendation on how to align them to WASC assessment standards

Key Challenges
- Avoiding students’ assessment fatigue and low response rate; and ensuring that Student Affairs has a place in the formation of new campus protocol around assessment administration
- Aligning campus policy related to conducting assessments with federal regulations, including FERPA and HIPAA
- Addressing the lack of a Director for Divisional Assessment position to specifically focus on assessment efforts, training and collaborative opportunities within and across divisions

2013-2014 Committee Members
Gently Ang, Ph.D., Disability Resource Center
Susan Ashe, Ed. D., Judicial Affairs
Jose Lozano, Registrar's Office
Reyes Luna, University Housing Services
Catherine Schmitt Whitaker, Ed.D., Student Health & Counseling Services
Cecilia Santiago-González, Ed.D., Orientation Services
Mission Statement
The mission of BroncoFusion is to provide entering students a rich experience that will encourage their connection to Cal Poly Pomona and the tools and resources that will facilitate academic and personal success within their new academic home.

Committee Chair(s)
Dr. Cecilia Santiago-González, Program Coordinator, Orientation Services
Fernando Diaz, Health Educator, Student Health & Counseling Services

Committee Overview
- Provides a multi-day welcome event for new and returning students providing interactive workshops and opportunities to explore the campus; take care of business; connect with faculty, staff and other students; get a head start on locating their classes and learn about ways to get involved
- Allows the entire university to participate in enhancing the transition of first year students through a club and support services fair, college connection activities and open houses

2013-2014 Accomplishments
- Enhanced program by adding additional time for the college connections sessions
- Integrated CPP mobile app to assist students in finding their classes and departments on campus
- Secured co-sponsorships to fund t-shirts for number of BroncoFusion attendees

2014-2015 Major Initiatives
- Reassess BroncoFusion's goals and objectives to eliminate duplication from Orientation programming
- Find innovative ways to engage students and reduce attrition between program sessions
- Collaborate with the PolyTransfer Program to host transfer BBQ in an effort to build community among current and incoming transfer students

Key Challenges
- Securing additional funding to meet the increasing costs associated with the event (enrollment growth, concert, logistics, additional Alcohol, Tobacco and Other Drugs programming
- Providing structured activities for students between sessions and throughout day to keep them engaged
- Educating students about responsible behaviors around alcohol and other substances before, during, and after the event

2013-2014 Committee Members
Barny Peake, Associated Students, Inc.
Chris Pena, Parking & Transportation Services
David Quezada, Associated Students, Inc.
Debra Chin, Foundation Dining Services
Diane Carter, I&IT
Francisco Krivan, I&IT
Irvin Harrison, Office of Student Life & Cultural Centers
Jackie Natividad, University Housing Services
Janeth Rodriguez, University Advancement (Alumni Affairs)
Mario Cordova, Office of Admissions & Outreach
Naysia Caldwell, Division of Student Affairs
Pam Adams, College of Business Administration
Sabrina Hatten, ARCHES
Sandy Cain, Foundation Dining Services
Summer Pettus, Collins College of Hospitality Management
Thavery Lay-Bounpraseuth, Office of Student Life and Cultural Centers
Won Choi, Kellogg Honors College
Mission Statement
To provide collaboration and support to the Division of Student Affairs in its commitment to protect and sustain our natural resources and partner with Cal Poly Pomona in its Campus Climate Commitment to reduce the campus’ carbon footprint.

Committee Chair(s)
Michael P. Biagi, Parking & Transportation Services

Committee Overview
- Comprised of staff from throughout the division, the DSA Go Green committee has been established to identify and advance sustainable practices in programming and operations at the department level.
- Supports the university’s value of environmental sustainability and the President’s Climate Committee.

2013-2014 Accomplishments
- All 23 Division of Student Affairs departments maintained Green Certification
- Developed sustainable practices for all division events including the availability and use of recycling bins, recycled materials, and standards for meetings including which materials get printed, and use of electronic media
- Maintained the divisional Go Green webpage as a resource for the division’s green efforts and kept it current throughout the year; provided a link from the DSA homepage

2014-2015 Major Initiatives
- Monitor and track DSA department participation in the Platinum Certification Process of the Green Space Certification Program
- Monitor DSA department use of sustainable practices in their meetings and events through review of their sustainability compliance forms
- Communicate quarterly via email with DSA departments regarding upcoming initiatives, trends and approaches to sustainability in the workplace

Key Challenges
- Maintaining awareness of the need to continue sustainable practices at department meetings and events
- Encouraging departments in the Division of Student Affairs to strive for platinum certification through the Green Space Certification Program
- Working with Facilities Management to ensure proper support of Division events – recycle bins, sustainable product use, etc.

2013-2014 Committee Members
Michael Biagi, Chair, Parking and Transportation Services
Gretchen Anderson, Office of Admissions and Outreach
Dawn Finley, Career Center
Dave Flores, Parking & Transportation Services
Chelsea Navarro, University Housing Services
Marcia Starcher, Office of Financial Aid and Scholarships
Marquita Monarrez, Registrar’s Office
Ja Taun Moore, Orientation Services
Linda Taylor, Enrollment Services
Jose Saavedra, Associated Students, Inc.
Marla Williams, Office of the Dean of Students
Mission Statement
The Division of Student Affairs Staff Recognition (STAR) Committee is charged with selecting and recognizing staff members within Student Affairs, Associated Students, Inc. (ASI), CPP Foundation who distinguish themselves in their performance and contributions to the Division and University through exemplary work.

Committee Chair(s)
Carol Lee, Chair, Student Affairs Administration

Committee Overview
- Honors the accomplishment of outstanding employees who distinguish themselves in their performance and contribution to students, the Division and the University through quarterly and annual recognition
- Markets, recruits and coordinates the selection of STAR award recipients each academic quarter
- Provides opportunities for managers and staff to nominate colleagues for divisional recognition

2013-2014 Accomplishments
- Enhanced marketing by improving communications about winners through quarterly email updates that increased exposures of STARs and increased the year-over-year webpage traffic by 33%
- Maintained "red carpet" recognition through campus marquee announcements, desktop STAR Award announcements & electronic email updates
- Incorporated sustainability into the selection criteria and marketed to the division accordingly

2014-2015 Major Initiatives
- Maintain/Enhance our marketing initiatives
- Streamline and migrate the website in collaboration with I&IT
- Create the DSA STAR Award Hall of Fame

Key Challenges
- Ensuring that nominations provide enough supporting details to aid the evaluation process
- Building excitement about the nomination process

2013-2014 Committee Members
Anna Line, Chair-Elect, Student Health & Counseling Services
Cathy Neale, Associated Students, Inc.
Stella Quirk, Registrar's Office
Enrico Cortez, University Police Department
Chris Laasch, SAITS
Thavery Lay-Bounpraseuth, Office of Student Life and Cultural Centers
**Mission Statement**
The Division of Student Affairs Weekend Programs Committee is assembled to build Bronco Pride and a sense of belonging and connectedness by contributing to the development of a vibrant campus community.

**Committee Chair(s)**
Barnaby Peake, ASI Director of Recreation, Programs and Marketing

**Committee Overview**
The Weekend Events Committee will continue to organize the First Friday series starting with the Bronco Fusion concert in September. The marketing and branding campaign for the series has become well established. The recommendation is that a website be developed to support the Weekend Events programs and provide an online avenue for marketing the programs and provide the complete list of activities for each of the First Friday events.

**2013-2014 Accomplishments**
- Increased attendance at the First Friday events 50% from 10,000 to 15,000.
- Supported, planned and implemented events including the University-wide Homecoming and 75th Anniversary Finale with fireworks
- Introduced new and innovative program ideas that have never been done on campus before

**2014-2015 Major Initiatives**
- Develop a website to promote all of the events and activities hosted on campus over the weekend
- Continue the successful First Friday activities, while allowing students to have input to develop new programs
- Carry an educational component through each of the First Friday programs through workshops, passive programming or instructional components.

**Key Challenges**
- Having a committee that can plan the programs and execute effectively; not enough staff with the training to plan large scale events
- Budgeting, contracting and risk management is operated through ASI, which places a big burden on the organization with regards to liability and the paperwork.
- Training committee members who aren’t full-time ASI staff

**2013-2014 Committee Members**
Cathee Hill, ASI
Cathy Neale, ASI
Jami Grosser, OSLCC
Jazmin Rew-Pinchem, UHS
Maria-Lisa Flemington, ASI
Jami Grosser, OSLCC
Reyes Luna, UHS