

Cal Poly
Humboldt.

**Division of
Administrative Affairs**

2022 - 2023 Annual Report



Cal Poly Humboldt – Division of Administrative Affairs 2022 – 2023 Annual Report Outline

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Sherie Cornish Gordon

Vice President for Administration and Finance
Division of Administrative Affairs

Greetings Colleagues,

As I sit down to pen this letter, I'm taken aback by the sheer magnitude of the work Division of Administrative Affairs achieved together this past year at Cal Poly Humboldt (University). This is our inaugural annual report filled with accomplishments and stories – stories of dedication, innovation, and an unwavering commitment to our campus and broader community.

From strengthening community ties through our public safety ambassador program to breathing life into our vision of a polytechnic transformation, each achievement was made possible by the collective passion and drive of our amazing and dedicated employees and commitment to being strong partners across the university and beyond. The annual report reflects some of our amazing contributions throughout each page of this report.

While we are very proud and excited, we are not dwelling on the past. The horizon is even more exciting. The seeds we've sown are beginning to flourish, and the path ahead, though challenging, is filled with opportunities just waiting to be seized.

We have the potential and the compassion to shape the future, creating a brighter tomorrow for all students, faculty, and community members.

As we move forward, let's carry with us the lessons learned from the past, a hopeful outlook for the future, and the understanding that together, we can overcome any obstacle. I am deeply appreciative of every effort made, every idea shared, and the unwavering commitment to our shared purpose.

Let's celebrate the act of dreaming big, valuing our journey, and welcoming every adventure that comes our way.

*Sincerely,
Sherie*



OVERALL BUDGET: \$25.5 MILLION

Square Feet (SF) & Land Area Managed:

2.5 MILLION SF 1,500 ACRES OF LAND

Division by the numbers

30

Departments

230

Employees

74

Active Projects on
Official List

\$250

Million in Capital
Investments

Completed Construction

Completed the Trinity Children's Center and Child Development Lab



Construction Underway

Craftsman's Transformation: Pioneering the Future of Student Housing at Cal Poly Humboldt

May 12 marked a historic moment for Cal Poly Humboldt as university officials, CSU leaders, community representatives, and Associated Students convened to initiate the construction of the grandest student housing project in the University's annals. Set on the erstwhile Craftsman Mall site, merely half a mile north of the main campus, the project promises to revolutionize student living experiences.

Acquired by the Cal Poly Humboldt Foundation in 2020, this strategic property investment now paves the way for an iconic residence hall complex to accommodate nearly 1,000 students. With the anticipation of opening its doors in 2025, this project is a testament to Cal Poly Humboldt's growth – amplifying University-owned student housing capacity by a staggering 50%.

Made feasible by a \$200 million allocation from Governor Gavin Newsom's monumental \$458 million investment towards the University's polytechnic vision, this housing complex is both the first polytechnic expansion capital project underway.

The design of the student housing project is as thoughtful as it is ambitious. The structures in two apartment-style edifices echo the ethos of community building and student well-being. From the vast green spaces to the shared lounges and a buzzing café/market, every feature has been envisioned to foster camaraderie and belonging. Prioritizing sustainability, the facility boasts water and energy-efficient installations fortified with on-site solar energy production.



Student Housing Project Highlights

- **Proximity:** Located a convenient 0.5 miles from the heart of the campus
- **Capacity:** Designed to house 964 students across 241 units
- **Variety:** Offers two, three, and four-bedroom apartment options
- **Facilities:** Encompasses common lounges, study spaces, computer and TV rooms, on-site laundry, and a fitness center within its 314,000 sq. ft. area
- **Environment:** Spans 12.8 acres and features 328 parking spaces, complete with EV charging stations
- **Investment:** A significant \$200 million undertaking
- **Brainchild of:** Sundt Construction and SCB, leading the design and build

As Cal Poly Humboldt forges ahead, the Craftsman transformation symbolizes the University's undying commitment to its students, environment, and the future of education.



Planned Construction

PLANNING PROGRAMMING	SCHEMATIC DESIGN	DESIGN DEVELOPMENT	CONSTRUCTION DOCUMENTS	PERMITTED/BID	CONSTRUCTION
<ul style="list-style-type: none"> Campus Physical Plan PLY200 EaRTH Center Samoa Healthcare Education Hub XPL288 Housing, Dining, Health PLY106 Jenkins Hall Renovation for Ceramics & Sculpture Microgrid 	<ul style="list-style-type: none"> Energy Research and Sustainability Center (ER+SC) Engineering & Technology PLY100 	<ul style="list-style-type: none"> Swetman Makerspace PLY303 	<ul style="list-style-type: none"> Redwood Sunset Restroom Remodel Cal Poly Lab Renovations 	<ul style="list-style-type: none"> Food Waste Composting Program XPL294 	<ul style="list-style-type: none"> Craftsman Student Housing PLY100 NAS Food Sovereignty Lab XPL 285 Active Roof Replacement projects - Library & GSAC

About the Projects

EaRTH Center

In collaboration with the Smith Group, Cal Poly Humboldt, Humboldt Transit Authority (HTA), and the City of Eureka conceptualized a mixed-use complex in downtown Eureka. This three-story, 65,980-square-foot structure will feature ground-floor retail and a transit center managed by the Humboldt Transit Authority. The upper levels will house student beds. While the university owns and operates the building, the HTA will be a primary ground-floor tenant. This project is nearing completion of the planning phase.

Housing, Dining, Health

Led by the Sundt Construction | SCB Architects team, this venture introduces freshman-focused residences, a centralized dining hub, and a dedicated space for Student Health and Wellbeing Services. Aiming to enhance first-year student experiences, the venture weaves health, wellness, and communal living into a cohesive campus community.

Samoa Healthcare Education Hub

Developed in collaboration with the Smith Group and SimHealth, the Humboldt Healthcare Hub is a joint venture between Cal Poly Humboldt and College of the Redwoods (CR). The 32,748-gross-square-foot (GSF) renovation project in the Samoa facility will house advanced simulation labs mimicking various care settings. The center will accommodate classrooms, instructional labs, office spaces, and shared usage spaces like conference rooms and more. The project is in the design phase and is scheduled for construction in Summer 2024.

Jenkins Hall Renovation for Ceramics & Sculpture

With Sundt Construction | SCB Architects at the helm, Jenkins Hall is set for a revamp, becoming the new abode for Ceramics and Sculpture. This transformation will cultivate a purpose-driven workspace, amplifying hands-on arts education.

Energy Research and Sustainability Center (ER+SC)

The ER+SC will be two stories tall and approximately 20,000 GSF. The occupied floors predominantly comprise teaching labs, offices, and research labs. The project is in the design phase and is scheduled for construction during Summer 2024.

Swetman Makerspace

Planning, Design & Construction has finished the initial phase of the Swetman building transformation, setting the stage for a new makerspace. After the initial cleanup, the next phase will focus on electrical upgrades and fresh finishes. The makerspace will house equipment, printers, offices, and storage, with added safety features like an eye wash station and upgraded ventilation. It's a blend of innovation and safety in one space.

Cal Poly Lab Renovations

Under the guidance of the Cal Poly Implementation Facilities Working Group, the Team Domino Working Group set its sights in Fall 2022 on enhancing our infrastructure for the upcoming 2023 academic programs. The group completed nine renovations for Phase I during the Summer of 2023. Next, the team will create a project portfolio for the construction of Phase II projects supported by a feasibility study and the scope will focus on the Science Complex.

NAS Food Sovereignty Lab

Nearing completion, the project will improve Behavioral and Social Sciences 168 into a food demonstration lab with commercial-grade kitchen appliances, cameras, TVs, custom flooring, and cabinets.

Engineering & Technology

This new three-story, 72,000 GSF academic building on the campus event field will house classrooms, laboratories, shops, student spaces, and faculty offices. The project is in the design phase and scheduled to begin construction in the summer of 2024.

Redwood Sunset Restroom Remodel

In collaboration with Matson & Vallerga Architects, we're modernizing the 1959 restrooms in "The Hill" complex. We aim to secure approval from the CSU Office of Fire Safety this month and kick off the bidding process by early 2024, setting the stage for summer renovations.

Food Waste Composting Program

Planning, Design & Construction is working with job order contracting contractor Staples, to install a food waste digester at Jolly Giant Commons exterior, covered area. The work includes associated venting, electrical, drainage, plumbing, grease interceptor, and sanitary sewer tie-in improvements.

Active Roof Replacement Projects

Active roof replacement projects are currently underway on campus. Notably, both the Library and the Gutswurak Student Activities Center are undergoing these essential renovations to ensure the longevity and safety of the structures.

Wayfinding and Interior Signage

In collaboration with Marketing and Communications, the facilities management team will lead a campus wayfinding and interior directional signage initiative. The RFQ is published, and solicitation is actively underway

Acquisitions

Cal Poly Humboldt has taken significant strides to ensure our institution's continued growth and expansion. We've successfully transferred the Craftsman properties from the Foundation, which not only streamlines our assets but also paves the way for future property opportunities. Our facilitation in purchasing 2000 Foster Avenue has further exemplified this proactive approach. This acquisition is more than just adding real estate; it symbolizes our commitment to support future campus growth. With these additions, we're expanding our physical footprint and envisioning a more expansive, integrated, and holistic future for Cal Poly Humboldt.

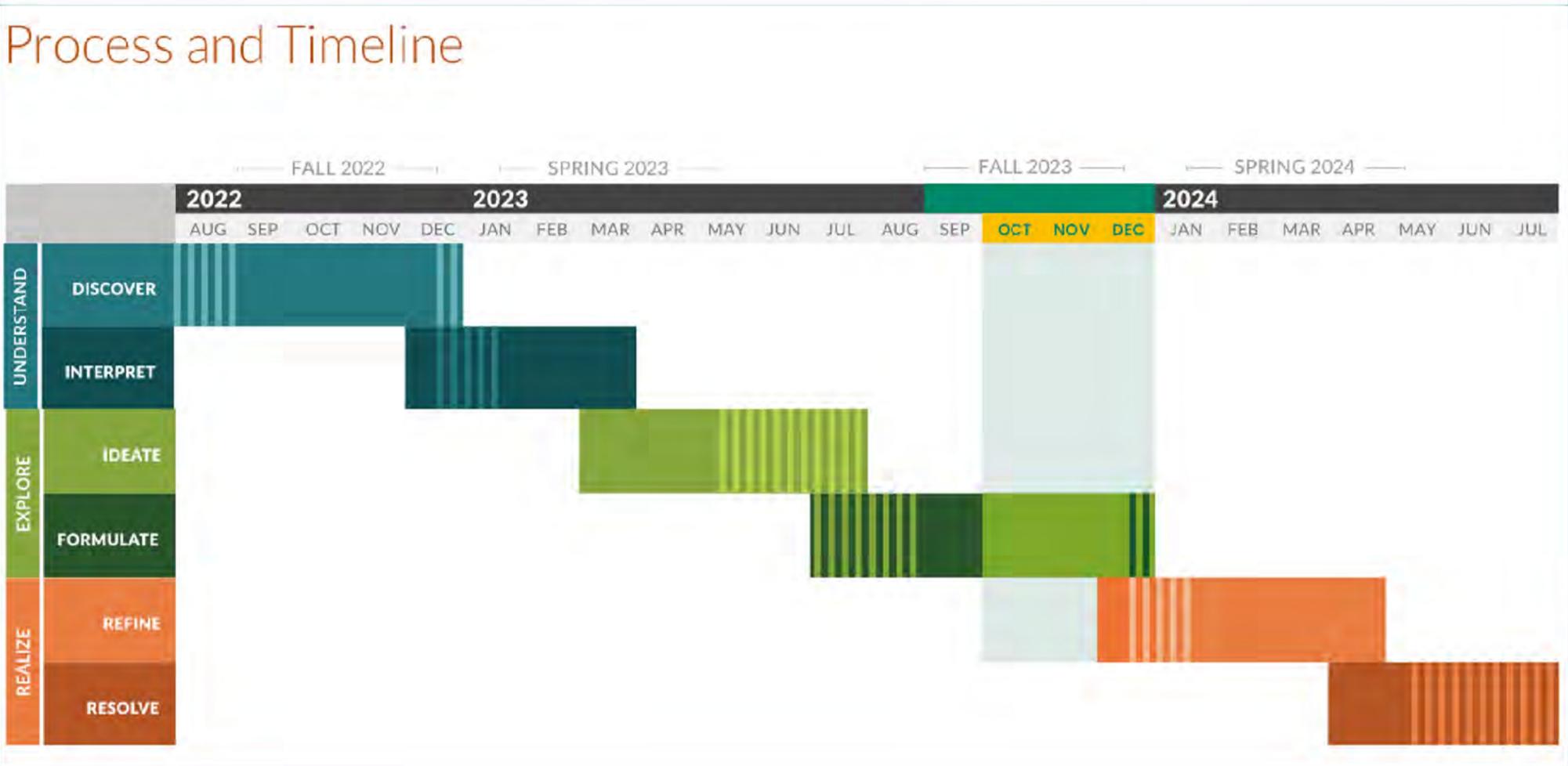


Physical Campus Plan

For over a year, Cal Poly Humboldt, in collaboration with our partners at the Smith Group, embarked on a transformative journey to reimagine our Campus Physical Plan. This journey wasn't just about buildings and blueprints; it was about the heart and soul of our community. Through various workshops, forums, and engagements, students, faculty, staff, and the wider community have shared insights, helping identify our campus's strengths and opportunities.

Every 10 to 20 years, it's vital to re-evaluate our physical campus improvements, and this plan does exactly that. Prioritizing near-, medium-, and long-term capital enhancements, we've delved deep into optimizing academic life, championing sustainability, enriching campus life, fortifying infrastructure, enhancing mobility, and celebrating open spaces. It's not just a plan; we promise to deliver a visionary yet achievable framework.

At Cal Poly Humboldt, we believe in a "people first" approach. Our university thrives on innovation, collaboration, and inclusivity. We deeply value the unique voices and experiences of our Humboldt Community. We're not just creating a campus; we're co-creating a dynamic, connected, usable, and enriching environment where everyone feels seen, heard, and cherished. Together, we're shaping Cal Poly Humboldt's brighter, more inclusive future.



DIVISION OF ADMINISTRATIVE AFFAIRS PURPOSE, SHARED VALUES, PRIORITIES & OUTCOMES (2021-2026)

1. Purpose

Administrative Affairs achieves excellence in service through collaborating and advocating for the responsible use of university resources, maintaining a safe and welcoming campus community, embracing diversity, modeling equity, and respecting the environment.

2. Shared Values

1. **Integrity:** We are honest and ethical in our work.
2. **Inclusivity:** We embrace all people and provide a welcoming environment for all.
3. **Accountability:** We are reliable and hold each other to high standards of professionalism.
4. **Teamwork:** We celebrate and support each other to reach common goals.
5. **Collaboration:** We are intentional and respectful with our interactions.
6. **Adaptability:** We lead with an innovative lens to meet the needs of the university.
7. **Sustainability:** We meet the needs of the present without compromising the future.



DIVISION OF ADMINISTRATIVE AFFAIRS MAPPING
TO CAL POLY HUMBOLDT'S STRATEGIC PLAN.



3. Divisional Priorities

1. Demonstrate and support employee success and provide opportunities for professional development
2. Promote the safety and wellbeing of students, faculty, staff, and the community by supporting university programs
3. Promote adaptable and attentive collaboration that supports campus communication, engagement, growth, and resilience
4. Deliver quality services, efficient operations, and meaningful, positive interactions
5. Lead the strategic investment and management of all resources, in alignment with university planning and in the context of resource sustainability
6. Prioritize student training, engagement, and service delivery within the division of Administrative Affairs

4. Division Outcomes

1. Increase employee retention by expanding training and development opportunities
2. Increase sense of safety among students, faculty and staff by developing new and growing existing inclusive safety programs throughout Administrative Affairs
3. Enhance campus collaboration by improving existing and establishing new formal training and communication venues campus-wide
4. Increase efficiency in divisional service delivery, reduced redundancy, and clearer communication to service recipients
5. Lead the development of strategic investment and sustainable resources planning in alignment with Cal Poly Humboldt's Strategic Plan, divisional goals and outcomes, and the Polytechnic Prospectus
6. Improve student experience through enhanced participation and employment opportunities

Meet the Leadership Team

Sherie Cornish Gordon
Vice President of
Administration & Finance



Michael Fisher
Associate Vice President of
Facilities Management



Dr. Anthony Casas
Associate Vice President &
Chief Human Resources
Officer



Fernando Solorzano
Interim Associate Vice
President of Safety &
Well-Being



Amber Blakeslee
Executive Director of
Finance and Budget



Sarah Long
University Controller



Tawny Fleming
Director of Contracts &
Procurement



Cris Koczera
Associate Vice President
of Resilience & Response

David Hickcox
Title IX Coordinator & DHR
Prevention Administrator

Dr. Deb Doel-Hammond
Interim Chief of Staff
Administration & Finance

Michelle L. Williams
Executive Assistant to
the Vice President

Reorganizing of the Division of Administrative Affairs

After one year of assessing operations and exploring the university's future needs in our polytechnic transformation, it was clear our division should realign to meet the new direction of the university and attain our divisional priorities. The division underwent strategic reorganizations in all areas.

Human Resources

The Office of Human Resources (HR) reorganized in response to stakeholder feedback collected in 2022. HR has four distinct teams: 1) HR Business Partners, 2) Employee Services, 3) Payroll, and 4) Operational Excellence. The team will undertake extensive transformation over the next year as it rebuilds, realigns work, and upgrades technology.

The new Campus Human Resources team introduces an HR Business Partner model to provide responsive front-line organization partnership and advocacy to assigned Divisions. This team will focus on staffing, employment, compensation, classification, employee and labor relations, talent management, and organizational culture. These services will evolve to be consistent with services provided by Academic Personnel Services Employees for unit 3 and 11 employees.

The new Employee Services team provides front-line support to all campus and auxiliary employees. Employee Services team members provide individual services and programs designed to attract, welcome, onboard, and retain employees. This team will focus on services and programs related to onboarding, health, well-being, fitness, work-life, discounts, leave management,

remote work, and other programs that engage and care for our campus team members.

Over the summer, the Payroll team returned to Human Resources. Having partnered in an improvement event, the teams identified opportunities to realign work to support the campus better. Payroll works closely with Employee Services to provide front-line employee support to all campus and auxiliary employees. This team is focused on support and improvements designed to pay all team members quickly and accurately and detect and prevent improper payments. The new structure builds a greater connection between Payroll and Employee Services, consistent with the CSU HR model.

The newest HR team, Operational Excellence, will ensure HR compliance and process optimization across all HR functions. The OpEx team will focus on training, HR information technology, and building an evolved HR service delivery infrastructure via the JIRA Service Management platform. Next year, the team will begin preparations for a full Peoplesoft upgrade in partnership with Information Technology Services.

Campus Resiliency and Response

The Department of Risk Management and Safety Services was reorganized as Campus Resiliency and Response (CRR). The new department is composed of seven functions: Environmental Health and Safety, Occupational Safety, Emergency Management, Business Continuity, Risk Management, Transportation and Parking, and Campus Disability Resource Center. The name shift is intended to better represent the work that the department performs on behalf of the University.

CRR focuses on facilitating a greater risk awareness and reduction of risk by utilizing planning, mitigation, and education to prepare for emergencies of all sizes. The department uses planning and education to increase the capability of the institution and its members and look at innovative solutions to ensure the

Finance

In our latest strategic move, Finance underwent a comprehensive reorganization. Aimed at enhancing communication through a streamlined structure, we've transitioned to a more flattened organizational model, removing management layers. Now, Finance encompasses three pivotal teams: University Controller, Strategic Business Services, and Budget. Each of these teams report directly to the Chief Financial Officer.

The University Controller's team now includes Accounting, Accounts Payable, Accounts Receivable, Travel Accounting, Student Financial Services, and Cashiering. The University Controller will undertake process improvement and technology enhancements over the

institution's primary mission can continue after disruption.

Building resilience is key to combating the crisis. The work must occur before, during, and after any incident, emergency, or disaster. The work of CRR extends beyond work before an incident. Campus Resiliency and Response coordinates responses to many incidents on campus of varying size and complexity. The Campus Resiliency and Response department is dedicated to ensuring the safety of all those accessing campus services and the ability of the campus to quickly recover from incidents of any size and scope while focusing on the wellness of the campus community.

coming year. Initially, this team will focus on streamlining processes around chargebacks, campus fees, asset management, and campus fees and enhanced service delivery. The team will also streamline processes around asset management, reconciliations, and cash exposure.

With the recent transition of Accounts Payable and Travel Accounting to the University Controller, the Procurement team was repositioned as Strategic Business Services, which will include Contract Services, Procurement Operations, Partnerships, Process Improvement, Real Estate Services, Administrative Policy, and Public Records Requests oversight.

Divisional Priority 1:

Demonstrate and support employee success and provide opportunities for professional development.

1 Prioritizing Employee Health & Well-being: A Journey of Holistic Development

The wellness of our staff and faculty is the core of our institution's ethos. This year, under the banner of Employee Health & Well-being, we are proud to have taken action to ensure our campus community thrives mentally, physically, and emotionally.

A Summer of Holistic Wellness

The Summer Wellness Series emerged as a beacon of holistic health and personal development. Over six weeks, we delved deep into a variety of themes, all aimed at enhancing the overall well-being of our employees:



- **Creating a Healthy Mind:** This session addressed the ever-relevant topic of burnout, offering insights and strategies to ensure mental resilience.
- **Mind Body Wellness & Being a Champion:** This session explored the nexus between the mind and body, while also shedding light on strategies for personal and professional development.
- **Being a Champion: Strategies for Getting Ahead:** This session explored career advancement and how to be prepared before the opportunity arises.
- **Getting the Most Out of Your Life:** This session inspired our community to live purposefully, enthusiastically, and passionately.
- **Psychology of Spending:** This session delved into the cognitive aspects of spending, aiming to promote financial well-being.
- **Eat Right, Live Well:** This session emphasized the importance of nutrition and fostering a culture of healthy eating habits that contribute to overall wellness.

Our initiatives in Employee Health & Well-being underscore our unwavering commitment to the holistic development of our campus community. As we move forward, we remain dedicated to introducing even more opportunities that contribute to the health and happiness of every individual.

2 Reimagining HR: Empowering the Polytechnic Vision through Stakeholder Engagement

The journey of transformation often begins with listening, understanding, and adapting. Our Human Resources (HR) division, in its quest to support the university's Polytechnic Vision, embarked on such a journey with the Stakeholder Listening Sessions.

A Culture of Feedback and Growth

The journey of transformation often begins with listening, understanding, and adapting. Our Human Resources (HR) team, in its quest to support the university's Polytechnic transformation, embarked on stakeholder listening sessions and analysis of stakeholder feedback.

From Feedback to Action

A Renewed HR Model Stakeholder insights were illuminating. Based on the feedback, HR resources were strategically rebalanced towards stakeholder priorities. The customer-focused HR Partner model and a new Employee Services organization were established, increasing dedicated support in key areas. This dynamic shift ensures that the heartbeat of our institution - people - receive the intentional, focused support they deserve.

Optimizing Operations for Efficiency and Resilience

HR lowered transaction costs by identifying and redistributing non-exempt work and created redundancies for essential workflows. Implementing JIRA Service Management will further amplify efficiency, promising swifter service delivery while reducing transactional burdens.

The First Impression Matters: An Enriched Onboarding Experience

Every new employee's introduction to campus sets the tone for their journey ahead. The new employee orientation was refreshed to ensure the best introduction to our campus ethos. The focus is on initial operational formalities and immersing the new team members in our rich culture and unique campus experiences.

Early stakeholder listening sessions evidenced our commitment to listening, learning, and evolving to meet stakeholder needs, creating a positive employment experience, and participating in collective growth.

As we journey towards realizing the Polytechnic transformation, we are committed to listening, learning, and evolving.





3 Cal Poly Humboldt's Pledge to Excellence: Investing in Staff Training & Professional Development

Amid Cal Poly Humboldt's corridors, there's a commitment to growth and excellence. This dedication extends far beyond academic pursuits. The Division has strategically earmarked a remarkable \$190,169, underscoring its belief in its staff's potential.

International and National Accolades and Training:

- *Cris's Smithsonian Success:* Out of a staggering 5,000 hopeful applicants, Cris Koczera emerged triumphant, securing a coveted position in the HART Institute Heritage Emergency and Response Training held annually at the Smithsonian.
- *Law Enforcement Excellence:* Sergeant Janelle Jackson, upholding the values of ethical decision-making and leadership, immersed herself in The Sherman Block Supervisory Leadership Institute (SBSLI) – a transformative eight-month program that bridges the essence of management and leadership.
- *Team Empowerment:* The Finance and Accounting brigade not only marked their presence at the Auxiliary Organization Association (AOA) Conference but also saw Tawny Fleming take the stage to present. Not stopping there, Tawny delved deep into educational procurement nuances at the NAEP conference.

Compliance & Training: The institution's commitment to Title IX, Clery, and compliance was evident:

- Association of Title IX Administrators (ATIXA) Annual Conference & Athletics Compliance Training attended by David Hickcox and Nicki Viso.
- National Association of Clery Compliance Officers and Professionals (NACCOP) witnessed participation from Nicki Viso, Pam Kirshner, and Jen Gomes.
- David Hickcox enhanced his proficiency through ATIXA's New Regulation Training and Maxfest.

A Glimpse into CSU Conferences & Professional Development:

- *Unity in Vision:* The 2023 CSU Business Conference resonated with the theme, "Together, Today Decides Tomorrow," witnessing enthusiastic participation from diverse departments like Accounting, Budget, Procurement, and more.
- *Holistic Development:* Many staff, including Andrew Kime, Cameron Shively, Dr. Anthony Casas, Ariel Aaron, and many others, attended various CSU-oriented training sessions and workshops, broadening their expertise.
- *Special Mentions:* Amber Blakeslee's inclusion in the year-long mentoring program at the Western Association of College and University Business Officers and Liz Whitchurch's and Cassidy Banducci's immersion in CSU's leadership program, 'Women in Facilities,' are testimonies to the Division's dedication to fostering growth.

Through these varied training sessions, workshops, and conferences, Cal Poly Humboldt paints a vivid picture of its devotion to professional development, echoing its commitment to shaping the future, one expert at a time.



Divisional Priority 2:

Promote the safety and well-being of students, faculty, staff, and the community by supporting university programs.



1 Empowering a New Era of Safety: The Public Safety Ambassador Program's Impact and Innovation

A Timely Response

In the wake of the events surrounding George Floyd, our university responded to the call of community preferences for unarmed patrol by launching the Public Safety Ambassador Program last fall. Twelve students stepped into roles as ambassadors, serving as additional observers or helpers, providing security, escorting staff and students between buildings, and performing administrative tasks like running background checks.

Building Careers: Meet Alejandro Cerero.

Among the program's dozen participants was Alejandro Cerero, a student who transitioned into a full-time community services specialist role as an unarmed, non-sworn officer. Although not pursuing law enforcement within the University, Alejandro found a calling in the program. The experience has guided him toward pursuing law enforcement opportunities with the city and county. "The program worked for me," Alejandro says, "It's more than a job; it's a mission to create a positive impact."

Expanding Footprints, Making a Difference

The Public Safety Ambassador Program's benefits resonate beyond individual growth. It's about expanding patrol footprints, promoting the department as a potential career path, building awareness of law enforcement, and leaving a positive impact on the university. Security provided at the Comfort Inn hotel during off-hours, suspicious activities reported, and increased patrol footprints are but a few examples of how this initiative makes our campus safer.

Responding to a Greater Call

The program was not just about safety; it was about responsiveness. Launched during a critical time in our nation's history, it stands as a testament to the university's commitment to aligning with community needs and preferences. Through the Public Safety Ambassador Program, we've cultivated awareness, empathy, and ambition, setting a precedent for what it means to serve and protect in the modern age.

Looking Forward

The Public Safety Ambassador Program has been a remarkable success, as evidenced by its achievements: 2,326 transports, numerous reports of suspicious activities, and positive impacts on several lives, including individuals like Alex. Through photos and accompanying stories, we showcase how we, as an institution, demonstrate resilience, empathy, and our capacity to adapt, respond, and evolve.



2 Bridging the Gap: Coffee with a Cop

Community engagement is at the heart of the campus's new initiative, "Coffee with a Cop." This collaboration between our University Police Department and the Arcata Police Department transcends traditional law enforcement roles and lays the foundation for community-driven policing.

Held during Clubs Week at the bustling heart of campus, the Quad, this event was more than just a casual meet-up. Amidst the lively scene where various clubs set up tables and welcomed interested students, a unique space was carved out for something vital – building trust.

With a shared table staffed by officers from both the University and Arcata police departments, "Coffee with a Cop" offered coffee, treats, and promotional swag. However, the true essence of the initiative lies in fostering connections and engagement between the police and the campus community, including staff, students, and faculty.



This event is a manifestation of our community policing model, a well-defined strategy that embraces collaboration, transparency, and open dialogue. By bringing local law enforcement onto our campus and facilitating casual, open conversations, we are not only bridging a gap but also redefining what community policing means in today's world.

In an era where the relationship between law enforcement and communities is evolving, "Coffee with a Cop" symbolizes a commitment to connection, resilience, and understanding. It's not just about a cup of coffee; it's about forging bonds that can make a real difference.



3 Pedaling Forward: The Relaunch of Bike Patrols

In a world grappling with climate change and seeking sustainable solutions, our university police department's relaunch of bicycle patrols is more than just a novel idea; it's a symbol of progressive thinking and community-centered policing.

The concept is simple but effective. By trading cars and foot patrol for bicycles, officers can cover more ground, expanding their patrol footprint into less accessible areas of campus. More than that, the bicycle patrols bring a sense of humanity to the force, encouraging more personal and informal interaction between officers and the campus community.

"People love seeing the police on bikes. It's like a breath of fresh air," a campus official commented, even joking that the only thing more popular would be dogs riding bikes.

But beyond the smiles, this initiative is aligned with the broader policing model and strategic goals of reducing the university's carbon footprint. As part of a comprehensive approach to sustainability, the relaunching of bike patrols echoes a theme that is resonant across various aspects of campus life.

From the pedals that turn the wheels to the friendly waves from officers as they glide through campus areas, the bike patrols are about connectivity on many levels. They connect officers with students, staff, and faculty. They connect the present with a sustainable future. They connect an institution's values with tangible, everyday actions.

It's not just a patrol; it's a statement that resonates with two major emerging themes: a community-driven approach to policing and an earnest effort to reduce our carbon footprint. In embracing the love for bikes (and dogs), the campus is embracing something larger: a vision that looks forward, acknowledges the past, and pedals with vigor towards a future where safety, sustainability, and community coexist and thrive.

4

A Renewed Commitment to Safety and Respect: Strengthening Title IX and Clery Act Support on Campus

Trust, communication, and support are core values that underpin a thriving educational community. Recognizing this, the university has redoubled its efforts to enhance responsiveness to Title IX allegations and provide robust support for Clery Act compliance, reflecting a deep commitment to the safety and dignity of all campus members.



Title IX: Engagement and Empathy

Title IX violations are more than legal issues; they are deeply personal and often traumatic experiences. The university's increased engagement and outreach for Title IX has been marked by sensitivity and empathy. By partnering with the Sexual Assault Prevention Committee (SAPC) on education programs and outreach and by working closely with our North Coast Rape Crisis Team partners to provide advocacy services for our campus community, we continue to model a trauma-informed approach to communication. This ensures that those affected by allegations of prohibited conduct receive compassionate and comprehensive support.



The university's dedication to Title IX and Clery Act support goes beyond mere compliance; it reflects a principled stand for the values that bind the community. By enhancing communication, increasing resources, and fostering a trauma-informed approach, the university is sending a clear message: safety, respect, and dignity are not negotiable. They are the foundation upon which a thriving educational experience is built, and they are a promise that is renewed every day on campus.

Clery Act: Increasing Resources and Reporting

Compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is essential in providing an accurate picture of campus safety. The university has not only doubled human resources in this area – increasing full-time equivalent staffing in this area from 0.4 to 0.8, but also expanded the content provided in the Annual Security Reports. The implementation of more robust Campus Security Authority training reflects a broader strategy to enhance transparency and trust within the community.

Investments in Training and Collaboration

Building a safe and responsive environment is a collective effort. Over the past academic year, the Title IX team dedicated 70 hours to working with committees and 55 hours in partnership collaborations to increase awareness of Title IX support options and to advance prevention education efforts. During this time, the university invested in 200 hours of training for the Title IX team. These investments showcase a tangible commitment to professionalism, competence, and collaboration across various stakeholders.



5 Building Bridges Through Games and Guidance: The Unique Approach to Campus Engagement

In the bustling hallways of the GUTSWURRAK Student Activities Center, an unexpected sight emerges: university police officers, pool sticks in hand, engaged in friendly competition with students. Laughter rings out, and the sharp crack of pool balls signals a moment of connection, trust, and community-building.

This scene is part of a broader initiative by the University Police Department (UPD) to go beyond traditional law enforcement roles and forge meaningful relationships with the campus community. Through activities such as pool tournaments and the innovative "Adopt a Hall" program, UPD is aligning with a policing model that prioritizes engagement, education, and empathy.



Pool Tournaments

Late last spring, UPD officers were invited to participate in pool tournaments at the Student Activities Center. They played side-by-side with students, competing in both daytime and evening versions of the event. More than a game, the pool tournaments became a platform for interaction and understanding, breaking down barriers and allowing students to see officers as approachable human beings. Photos captured from these events depict the joy and camaraderie that emerged from this unorthodox engagement.

Adopt a Hall

Another remarkable initiative is the "Adopt a Hall" program, where sworn officers are assigned to different dormitories. Their responsibilities go beyond traditional patrols, extending into education on crime prevention, hosting pizza and game nights, and becoming familiar faces in the dormitory community. Whether it's Sergeant Martin's enthusiasm for board games or guidance on properly locking a bike, these officers have become more than just enforcers; they're mentors, friends, and part of the student community.

In a semester, six sworn officers each performed two hours a week of foot patrol and participated in three events. They educated students on topics ranging from online dating safety to campus escort services, all the while fostering a sense of trust and approachability.

A Lasting Impact

These innovative initiatives are a testament to UPD's commitment to redefining community policing. Through pool tournaments, game nights, and hands-on education, they have turned mundane interactions into memorable experiences. The lessons learned go beyond pool tables and game boards, leading to a campus where students and police officers interact with mutual respect, understanding, and a shared sense of community.

By engaging with students in these creative ways, UPD is not just enforcing the law but enhancing the campus's overall resilience, safety, and unity. It's a game-changing approach that resonates deeply within the hallways and dormitories, proving that sometimes, building bridges can begin with a simple game of pool or a slice of pizza.

6 A Day of Unity and Play: The Division's Spirited Gathering

Each year, the Division at Cal Poly Humboldt takes a pause from regular duties to celebrate collective achievements and camaraderie. In 2023, this annual gathering reached new, vibrant heights at the Arcata Community Center.

Orchestrated by Sherie, the event pulsed with energy. A DJ's lively tunes, the aroma of delicious food, and the infectious sound of laughter set the tone. While games and a photo booth offered moments of fun, it was the spirited kickball game that took center stage. Departments collaborated and competed, using the game as an avenue to connect and strengthen inter-departmental ties.

With families by their side, staff engaged in both friendly competition and meaningful conversations, deepening professional and personal bonds. This event wasn't just a day out—it was a testament to the unity and community spirit that defines the Division at Cal Poly Humboldt.



Divisional Priority 3:

Promote adaptable and attentive collaboration that supports campus communication, engagement, growth, and resilience.

1 Resilience in the Face of Uncertainty: Reinvigorating Risk Management on Campus

In an increasingly unpredictable world, preparedness and resilience become vital assets for any community. At the university, the Risk Management team has taken this challenge to heart, working tirelessly to increase the campus's ability to respond to unplanned events. From relaunching the stormwater committee to hosting drills for potential cyberattacks, the team has been proactive and innovative in its approach.

Stormwater Committee

Understanding the importance of environmental protection and water management, the campus has relaunched the stormwater committee post-COVID-19. This vital group is committed to handling issues related to stormwater, ensuring the campus is prepared for weather-related challenges.

Cybersecurity Preparedness

In an era where cyber threats are growing, the Risk Management team hosted a full-scale drill for cyberattacks. By simulating potential threats, the campus was able to identify vulnerabilities and develop robust strategies to defend against cyber intrusions.

Active Shooter Readiness

Collaboration and preparation can make a critical difference during unthinkable events like active shooter scenarios. The Risk Management team engaged in an active shooter tabletop exercise with Emergency Operations Center (EOC) members, enhancing readiness and coordination between various stakeholders.

Earthquake Response

When the ground shook and the campus faced post-earthquake events, the activated EOC responded efficiently, showcasing the university's capacity to adapt and manage unexpected natural disasters.

Expanding Lifesaving Measures

Beyond immediate crises, the Risk Management team expanded the Automated External Defibrillator (AED) program. This essential life-saving equipment is now more accessible, ensuring that help is available in cardiac emergencies.

The Risk Management initiatives reflect a thoughtful and far-reaching approach to campus safety, security, and resilience. From anticipating cyber threats to ensuring immediate medical response, the team's efforts are a testament to the university's commitment to the well-being of its community. Whether rain or shine, virtual threat, or physical emergency, the campus stands prepared, knowing that risk management is not just a function but a promise to protect and persevere.

2 Polytechnic Transformation: Charting a Course through Enhancement and Collaboration

At the heart of our university's evolution lies the Polytechnic initiative, a bold endeavor that embraces both tradition and innovation. This year, our journey witnessed significant strides in collaborating to optimize processes, fostering collaboration, and partnering to improve service experiences.

Ensuring a Safe and Responsive Campus through Continuous Advancements

2,326 transports, numerous suspicious activities reported, and several lives positively impacted—including individuals like Alex—reflect the success of this program. With photos and further stories at hand, the Public Safety Ambassador Program illustrates how we, as an institution, adapt, respond, and grow, embodying resilience and empathy.

Streamlining Through Collaboration

Our collaborative ethos shone brightly as we partnered with the Advancement team. This alliance led to the streamlined processing and communication of gifts. Yet another example of cross-departmental synergy was implementing the Dynamic Bill in our payment portal. Notably, this pioneering approach was adopted by 8 fellow CSU campuses, showcasing our leadership in innovation.



Achievements that Speak Volumes

Each department within our organization has its distinctive melody, yet together, they coalesced into a harmonious symphony of accomplishments. Notably, the Procurement Team stood out with a resounding crescendo, securing an impressive \$11.6 Million in benefits for the 22/23 FY. This financial prowess, covering revenue generation and meticulously negotiated savings, spanned various categories: Facility and General Services, Educational and laboratory equipment, COVID-19 supplies, Construction, Travel and events, Professional Services, Marketing and communications, and IT/Telecom.

Our unwavering commitment to transparency and diligence bore fruit as we achieved four successful audits for auxiliaries without any findings. Operational efficiency received a boost with the improved timekeeping processes for our diligent student workers.

Against the backdrop of the global pandemic's financial challenges, our team managed an exceptional recovery of \$334k in FEMA reimbursements. Along with our revamped reserve planning process and a pioneering role in Questica budgeting, this cemented our financial resilience, climaxing in record reserves and an unwavering cash position. Our focus on efficiency, accuracy, and innovation has remained steadfast through thick and thin, driving us toward an even brighter future.

Empowering the Campus Community

We introduced several enhancements to keep the student and staff experience at the forefront. From personalized student housing services to expanded shuttle services and improved information access channels for students and parents, our focus remained on convenience and user-centricity.

This year's Polytechnic transformation story concerns systems, processes, people, partnerships, and passion. As we continue this journey, our achievements serve as milestones, reminding us of our potential and propelling us toward a promising future.



Divisional Priority 4:

Deliver quality services, efficient operations, and meaningful, positive interactions.



I Innovation in Infrastructure: Expanding Housing and Enhancing Technology

In a bid to cater to our ever-evolving student community and embrace the rapid advances of technology, the past year we witnessed groundbreaking endeavors in infrastructure and tech upgradation.

Craftsman Housing Project Takes Flight

One of the most anticipated milestones this year was the commencement of the Craftsman Housing Project.

Recognizing the need to accommodate our growing student populace, we embarked on this ambitious journey to expand our student housing facilities. Our determination and strategic planning bore fruit as we transitioned from project award to construction in 12 months.

This significant achievement underscores our commitment to accommodating and supporting our students and reflects our capability to expedite essential projects with precision and efficiency. The project remains on schedule to see its first students by the Summer of 2025

Elevating Meeting Experiences with Tech Upgrades

Modern times call for modern solutions. With the increasing importance of technology in every aspect of our institution, we took decisive steps to enhance our technological infrastructure. One key area of focus was our meeting rooms. We introduced state-of-the-art technology upgrades in these spaces to foster effective communication and seamless collaboration.

The results? An exponentially improved meeting experience for staff, faculty, and students alike. Clearer presentations, efficient discussions, and more productive sessions are now the norm, elevating our meetings' overall quality and outcomes.

From brick-and-mortar projects like the Craftsman Housing initiative to upgrading the essence of our technological experiences, we've proven our dedication to keeping pace with the demands of the present and preemptively preparing for the future. As we build and innovate, we continue to keep the needs and aspirations of our campus community at the forefront.



Divisional Priority 5:

Lead the strategic investment and management of all resource in alignment with university planning and in the context of resource sustainability.

1 "From Waste to Worth: Embarking on a Zero-Waste Journey"

Our campus is not just an institution of higher learning; it's also a hotbed for innovative ideas that can make the world a better place. The recent advancements in our Zero Waste Initiative underline this commitment

Revamping Waste Perceptions

One of the first steps to effectively managing waste is ensuring it's correctly categorized. To this end, we've taken a visual approach by redesigning our waste bins. The more intuitive and appealing design guides users to segregate waste more efficiently, ensuring that the quality of our waste stream is improved.

Composting – A Step Towards Carbon Neutrality

We've invested in an aerobic in-vessel commercial composter to turn waste into a resource. By September, this installation will begin processing approximately 100 tons of food waste annually. The result? Nutrient-rich compost for our campus grounds and significantly reduced greenhouse gas emissions.

Atlas Zero Waste Certification

Our sustainability efforts haven't gone unnoticed. We proudly announce our Bronze Zero Waste Certification attainment after successfully participating in Stages 1 and 2 of the Post-Landfill Action Network's Atlas Zero Waste Certification. In the fall of 2023 we will embark on Stage 3 of the program, culminating with a Zero Waste Action Plan for the university.

Donation Dash – Circularity in Action

As the academic year draws to a close and campus residents pack up, many items are commonly disregarded. Recognizing this, the Office of Sustainability, in partnership with the Waste Reduction & Resource Awareness Program, hosts the annual Donation Dash launched over a decade ago. This past May, we collected an impressive 9.3 tons of items. These items found new homes through donations to local organizations or our on-campus initiative, On SNAP! To meet basic needs and endorse a circular economy, this initiative not only aids our community but also underscores our dedication to a zero-waste goal.

Our journey towards a zero-waste campus is both ambitious and continuous. Through these initiatives and many more on the horizon, we aim to make waste a thing of the past, one sustainable step at a time.



2 Steering Towards Sustainability: Revamping Campus Transportation

In our ever-persistent pursuit of a greener tomorrow, the past year marked notable strides in championing environment-friendly and sustainable transportation on our campus.



The Dawn of a Green Committee

Fall 2022 witnessed the convening of our inaugural Sustainable Transportation Committee meeting. Comprising dedicated members passionate about environmental responsibility, the committee's formation is a testament to our steadfast commitment to charting a greener trajectory for our institution's mobility solutions.

Connecting Journeys: Ride Match Service

With the new year came a novel approach to optimizing transportation while minimizing our carbon footprint. January 2023 marked the successful launch of our internally managed Ride Match Service, tailored specifically for our faculty staff. This initiative promotes carpooling, thereby reducing individual car use and emissions and fostering a sense of community among our personnel.

The momentum began even before Fall 2023. We successfully launched the student Ride Match initiative before the commencement of the fall semester. With 38 students already signed up and participating, we anticipate this number to grow as the academic year progresses, amplifying its positive impact on our environment and strengthening campus camaraderie.

Every journey, no matter how small, contributes to our larger vision of a sustainable future. Through conscientious planning and implementation, we are steadily driving towards making our campus a beacon of eco-friendly transportation practices.



3 Cal Poly Humboldt's Strategic Voyage to Sustainable Transportation

The strategic focus on sustainable transportation at Cal Poly Humboldt is one of many strategies outlined in our Climate Action Plan 2.0. We are moving forward with intention, innovation, and a spirit of collaboration on campus and with neighboring agencies to expand sustainable transportation. The immediate focus has been student transportation enhancement.

For the first time, the university collaborated with the Humboldt County Association of Governments and other local municipalities to engage in the development of the Transit Development Plan (TDP). The plan analyzes the existing transit system and proposes service alternatives and a capital plan for transit agencies over the next five-year period (2023-2027). This plan integrates our campus, ensuring we collaborate with the community on immediate and future transportation needs. The Final Draft can be found [here](#). The Final Draft Plan will be presented on Thursday, October 19, 2023. While this collaboration is a first, we have introduced new initiatives and sustained or expanded existing programs.

While this planning effort is underway, the university partnered with the City of Arcata and the Humboldt Transit Authority (HTA) to develop and introduce a new Green & Gold bus route. We expanded service to students, reduced wait times, and enhanced the experience for all riders by investing in a new app with real-time route information and Wi-Fi. This demonstrates how the campus and the community can benefit from partnership opportunities. In addition, it is a strategic response to an identified need conveyed by our students.

Another new initiative that has expanded is introducing the university's ride-sharing services, which connect peers to carpool to and from the university, demanding a perfect balance between technology and human connection. It was about creating a system that wasn't just efficient but built campus community bonds. The initiative seems simple but is an incremental step to reducing our carbon footprint by reducing ridership to campus and our community.

Our commitment to diverse transportation solutions extends to every mode of transit. Consider our multi-faceted approach to biking: the Humboldt Bike Share, for instance, wasn't merely a bike-providing initiative.

It synergized physical biking with digital integration, as evidenced by the inclusion of the Movatic app. Complementing this, the on-campus Bicycle Learning Center stepped in as a proactive measure, foreseeing and catering to the budding needs of novice bikers, even before they vocalized them.

In line with leveraging technology, our digital tools, like the Commuter Cost and Emission Calculator, showcased a futuristic vision, making transport facilitation synonymous with community education. With inclusivity at its core, the JackPass initiative, coupled with complimentary rides for students, resonated deeply, every aspect tailored to resonate with the pulse of student life and staff requirements.

Amidst these efforts, the university had an ace up its sleeve: the September launch of **the Lumberjack Express**. As its introduction neared, palpable excitement spread, with the community keenly awaiting this fresh addition to our transit suite.

Moreover, our perspective isn't limited; it's expansive. Establishing partnerships with entities like Homeward Bound and Amtrak has demonstrated our holistic approach to meeting the community's wider travel necessities. This panoramic view is further evident in our bespoke shuttle services through the Campus Disability Resource Center (CDRC), underscoring that inclusion is both an ethos and an actionable commitment for us.

Adding another dimension to our transit matrix is the Zipcar service. It's our acknowledgment that not every journey aligns with the structure of public transport or biking, thus offering a flexible, economical alternative.

In essence, every transportation stride taken by Cal Poly Humboldt stands as a hallmark of visionary leadership, deeply rooted in sustainability, and tailored to the unique needs of our community. Our journey in transportation innovation transcends mere mobility enhancement; it's a glowing tribute to methodical foresight and unmatched leadership.



Divisional Priority 6:

Prioritize student training, engagement, and service delivery within the Division of Administrative Affairs.

1 Stepping Forward with the Climate Action Plan 2.0: Towards a Greener Tomorrow

Climate change is an undeniable reality, and as a campus, we have taken our commitment to mitigate its effects very seriously. Our Climate Action Plan 2.0 outlines ambitious strides to achieve carbon neutrality by 2045 and engage our students in real-world climate solutions.

Pioneering a Sustainable Path: Celebrating Our STARS Accomplishments

The path to such success is long and carefully planned. Katie Koscielak led the 12-month effort, which included 40+ reporters from all over the university. The STARS report, a massive undertaking repeated every three years, illustrates our enduring commitment.

Progress isn't just a buzzword for us; it's a commitment we live by. In May 2023, we had the honor of earning a remarkable 76.57 percent rating. This marks us as the second-highest in the CSU and showcases an inspiring 21.56 percent surge since our initial assessment a decade ago. This trajectory of success is a testament to our dedication and the community's collaborative spirit.

Diving deeper into our achievements:

- **Consistent Progress:** The 4.5 percent rating hike in 2023, compared to our 2020 figures, is striking. For context, we observed a three percent uptick from 2017 to 2020. Our pace of improvement, consistently upward, took a sharper incline in this latest cycle.
- **Navigating Pandemic Challenges:** It's crucial to underscore that our recent progress unfolded against the backdrop of the COVID pandemic. Despite its challenges, we rose above, staying true to our commitment.
- **Prestige in CSU:** Our campus, second only to Chico State, shines as a beacon of sustainability in the CSU ecosystem.

Performance Breakdown

- **Engagement Boost:** This cycle observed a notable uptick in our engagement metrics.
- **Operational Gains:** Recognized as "Most Improved," operations saw a 6% surge, which is the biggest percent increase this cycle, inclusive of data composed from Facilities Management, Administrative Affairs, and Dining.
- **Focused Improvement:** The following areas witnessed the biggest increases—course development incentives, sustainability research, employee programs, food & beverage, landscape management, and sustainable investments—based on our targeted efforts.
- **Further Strides:** Gains in trademark licensing, electronics procurement, and diversity and equity assessment further highlight our comprehensive progress.

Our journey's every stride reaffirms our steadfast dedication to sustainability. As we cherish these markers, we're reminded of the ongoing pursuit of a more sustainable future.



Fostering a Climate-Resilient Landscape

Biodiversity and native species form the crux of a healthy environment. As a foundational step, we spotlighted the extensive documentation of our landscape management practices. The culmination of this rigorous process was a comprehensive public report, a testament to our transparent efforts. The objective of crafting this report was strategic – it lays the groundwork for us to transition towards integrated pest management, a crucial move in our mission to reduce chemical applications on our campus grounds significantly.

This was no solitary endeavor. It stands as a shining example of cross-functional collaboration. The project saw unwavering dedication from the Sustainability Office, invaluable contributions from student interns and paid student assistants and the expertise of our Grounds team.



Further endorsing our vision and commitment, we were acknowledged with a \$5,000 grant, which was soon followed by a significant \$50,000 award from the Humboldt Energy Independence Fund (HEIF) to convert the entire slope below Founders and Van Matre Halls to a climate resilient landscape. With native, pollinator-friendly, and climate-adaptive plants representing three different ecotones, learning decks, and interpretive signage, this project will be a true living laboratory and a sustainability centerpiece.. These funds aren't just a financial boost; they symbolize trust in our sustainable roadmap. As we cherish these milestones, it's imperative to note that this project is merely the precursor. It will be the bedrock of a grander installation we aim to unfurl in the forthcoming years.



Forest Carbon Inventory: Students at the Forefront

As part of our multi-year project – the Forest Carbon Inventory – we've provided students with invaluable hands-on experience. Thanks to seed funding from a Campus As A Living Lab grant, undergraduates are not just learning but actively participating in this crucial initiative. They've been trained and paid to conduct detailed data collection and analysis. The goal? To quantify the carbon sequestration capabilities of our campus trees and balance it against our carbon footprint. This initiative aligns with our broader objectives of maintaining forests sustainably, achieving carbon neutrality, and staying true to Humboldt's Climate Action Plan 2.0 goals.

Climate Action Plan 2.0 is not just a plan on paper. It's a dynamic blueprint of actions, each of which brings us a step closer to a sustainable, resilient, and greener future. As we navigate this path, we are determined to equip our students with the knowledge and skills to lead the world towards a better tomorrow.

2 Pioneering Sustainability Through Groundbreaking Research and Collaborative Learning

In the Academic Year 2022-23, the landscape of academia at our institution was transformed, not by the season's change, but by a whirlwind of innovative initiatives that celebrated sustainability and collaborative learning.

The Sustainability Office sought to bridge the gap between faculty potential and resource accessibility. Collaborating with the Advancement Foundation and Sponsored Programs, they unveiled a grant program tailored specifically for faculty. The objective was clear: to catalyze cutting-edge research that would redefine sustainability. With a whopping \$20,000, faculty from diverse disciplines plunged into their quests, unveiling proposals as varied as they were innovative.

The range of projects receiving financial awards demonstrates the unique interdisciplinarity of sustainability work, as follows:

\$7,466.35

Multispecies Encounters on the Gahwtco' (Redwood) Coast by Gordon Ulmer from the Anthropology department delved deep into survival landscapes in our ever-changing world, securing \$7,466.35 for his vision.

\$5,000.00

Cutchá Risling Baldy from Native American Studies was awarded \$5,000 for **Place-Based Learning Practices**, a mesmerizing journey into ethnobotanical mapping.

\$4,900.00

From the corridors of the Environmental Science & Management department, Buddhika Madurapperuma was awarded \$4,900 for his work on a coastal GIS model, a beacon of hope for the southeastern region of Sri Lanka against natural catastrophes.

\$2,633.65

Last but not least, Joseph Oduro Appiah's exploration into the McKinleyville community's social, economic, and environmental facets received \$2,633.65 in support from the Geography department.

But this year wasn't just about individual pursuits.

In addition, in Spring 2022, six CSU campuses, including our very own, joined **Strategic Energy Innovations** to create an expansive multi-campus faculty learning community. The result? 62 faculty from over 30 disciplines came together, redesigning over 75 classes to infuse them with the essence of climate change and resilience. Their collective efforts didn't go unnoticed. Their learning community was honored with the **Campus Sustainability Achievement Award** from AASHE in 2022, and the **2023 Excellence & Innovation Award** from the AASCU.

And the best part? The ripples of this success story will continue, with plans already underway for an expanded faculty learning program in Spring 2024.

From individual research pursuits to collaborative faculty learning communities, academic years 2022-23 stands as a testament to our institution's unwavering commitment to sustainability and education. A year when boundaries were pushed, horizons expanded, and the academic world was painted in varying shades of green.



Staff Highlights



Pat Comella
Financial Analyst

Trysta Hays and Pat Comella were appointed to help lead the division's Integrated Assessment Planning (IAP) for the 2022-23 fiscal year. In this assignment, Trysta and Pat lent their support to assigned MBUs. At the conclusion of the fiscal year, Trysta and Pat partnered with the division's interim Chief of Staff to explore complexities in the IAP process. Their views helped lead to the decision to adopt a simplified approach to measurement in future years.

Trysta Hays
Senior Human
Resources Partner



Cameron Shively
Administrative Analyst

We recognize Cameron Shively for his excellent leadership of the year-long Self-Service Hourly Timesheet Entry project. Throughout the project, Cameron went above and beyond to perform research. He provided insights and supported the project team and campus users. Cameron helped to strengthen the Payroll team's relationship with many departments throughout campus, positioning us for future collaborations.



Samantha Puentes
Accountant III

Sam has been a valuable member of the accounting team in her role as Senior Accountant & Financial Analyst for the Cal Poly Humboldt Foundation. She has focused on relationship building with the Foundation and has led process improvement initiatives that had been stalled out for years prior to her joining. She also handled complex real estate and investment transactions to allow the University to secure key properties that directly impact Cal Poly growth.



Pam Kirschner
Title IX Program Analyst

Pam stands out for her exceptional contributions in Title IX outreach. Notably, she developed a follow-up communication tailored for third-party reporters of misconduct. This message not only acknowledges the receipt of their report but also expresses gratitude for their responsibility in reporting. Moreover, it equips them with a list of resources, ensuring they can assist should the affected party approach them for support.



Cynthia Hawking
Accountant

Cynthia has been a backbone of the accounting team, especially during the recent transitions involving administrators and staff. Over the years, she has played a pivotal role in training new members, imparting institutional knowledge, and ensuring compliance with financial reporting standards. Cynthia's expertise has been indispensable for our legal matters, GAAP closes, and auxiliary audits. Throughout all this, she has remained a beacon of positivity and reliability for the entire team.

Jennifer Gomes
Police Dispatcher

Jennifer stands as a beacon of commitment and expertise within our Division. Overseeing vital state and federal projects in emergency communications, she ensured our department remained compliant with essential protocols. Notably, she spearheaded the CIBRS/NIBRS project, securing grants to fully fund it. Despite staffing setbacks in the past couple of years, Jennifer went above and beyond, covering numerous shifts to guarantee the campus's safety and service continuity. Her in-depth institutional knowledge, unparalleled dedication, and exceptional customer service make her an invaluable asset to our community. We celebrate Jennifer's invaluable contributions.



Leadership Beyond Campus



Patrick Orona
Budget Manager

Patrick served as Chair of the Executive Committee for the systemwide Questica budget implementation team (QUEST). Among the team's endeavors were rolling out the v2023 Questica upgrade to all campuses, renewing the Master Agreement with amendments, and restructuring meetings to share learning and best practices.

Nicki Viso
Title IX Investigator & Clery Director

Nicki co-chairs the California State University Clery and Campus Safety Council, a group dedicated to ensuring transparency and compliance with Clery and Campus Safety requirements. Their mission is to offer guidance, education, and advocacy to individuals responsible for campus safety. As one of the three co-chairs, Nicki plays an active role in shaping the council's direction. She contributes to crafting agendas for the quarterly meetings, suggesting discussion topics, and spotlighting Clery Directors renowned for their innovative and creative approaches to the task at hand.



Cris Koczera
Associate Vice President of
Resilience & Response

Cris has been at the forefront of critical initiatives, notably leading the revision of the CSU's Prevention Policy. Additionally, she has been an active participant in CSU leadership development programs.



Sergeant Janelle Jackson

Sergeant Jackson is a current CSU Critical Response Unit or CRU member. The California State University Critical Response Unit (CRU) is a highly trained unit composed of police officers across the CSU system. With the Chancellor's approval, the unit is available upon request to assist CSU campuses with critical incidents, emergencies, dignitary security, and disasters. CRU officers receive specialized training to protect life and property and support campuses during natural disasters and civil disorder.



Lieutenant Peter Cress

Lieutenant Cress represented the CSU by participating in the P.O.S.T Report Writing curriculum. Lt Cress was an active participant with the Police Officer Standards and Training Commission (P.O.S.T in Report Writing projects. In 2022, several report-writing experts around the state worked with the Commission on Peace Officers Standards and Training and a film production company to develop a series of videos that serve as practice scenarios for academy students around the state, including the Redwoods Police Academy. The videos also serve as remedial opportunities for UPD officers needing to refresh their report-writing skills. In 2023, the same groups developed a series of video scenarios that serve as the testing mechanism for academy students completing the report writing block of instruction.



Future Outlook

As we look ahead to the coming year, our division has a number of high priorities:

Process improvement and technology enhancement across the entire division

- Complete the implementation of the service management software, JIRA Service Management, for Human Resources and develop a phased implementation plan across the entire division.
- Transform Questica Budget to include workflows, resource requests, an integrated annual and multi-year planning process within the tool, and enhanced projections, dashboards, reporting, and capital module implementation.
- Expand maxient usage beyond Dean of Students and Title IX/DHR to Human Resources and Academic Personnel Services (APS).
- Launch a new tool that enables the Campus Disability Resource Team (CDRC) to streamline a comprehensive case management system to automate some processes, enhance communication, and properly document all steps throughout the interactive process.
- Replace our Emergency Public Announcement System (EPAS) to enhance our public safety notifications. It will integrate and complement planned upgrades to our existing emergency communication tool, RAVE.
- Upgrade the Common Human Resource System (CHRS)'s recruiting and onboarding modules.
- Assess chargebacks across the campus and other campus fees to identify strategies to gain efficiencies and explore opportunities for elimination and/or better service delivery to campus stakeholders.
- Improve key accounting functions to include but limited to asset management, reconciliations, and cash exposure through process improvements and the infusion of innovative solutions.



Budget and Finance

- Effectively manage and ensure compliance with audit findings.
- Develop, launch, and implement a new annual and multi-year planning effort.
- Develop strategies for cost realignment and increased revenue to support the institution's financial sustainability.
- Finalize the reorganization of Business and Finance and improve overall operations and efficiencies.

Safety and Welfare

- Fully stabilize all levels of UPD.
- Establish and publish an annual calendar for business continuity and other critical safety and emergency planning.

Expand and Improve Campus-wide Infrastructure.

- Ensure the Craftsman project stays on time and within budget.
- Complete Physical Campus Planning and complete the BOT approval process.
- Complete design and get construction underway for E&T, Healthcare Hub, and the Sustainability Facility.
- Complete the design concept and install new wayfinding, directional, and interior signage.
- Complete strategic acquisitions to support institutional priorities.

Other priorities

- Enhance internal and external communication via different mediums.
- Conclude reorganization of CDRC, transportation, and parking
- Bring external support to reimagine the Campus Disability Resource Center (CDRC).
- Reimagine parking to support future needs in collaboration with our parking and alternative transportation committees.
- Lead through the first phase of Title IX implementation.
- Establish a new Auxiliary and/or LLC.
- Create a divisional committee focused on recognition, engagement, and feedback.
- Further evolve and expand sustainability efforts outlined in CAP. 2.0 and infuse new strategies to reach the top of the CSU STARS rating.



With Grand River Solutions by our side, every step we take, whether it's refining processes, augmenting documentation, or enriching training sessions, is imbued with a commitment to comprehensive inclusivity. Moreover, their expert insights help us navigate the intricacies of ADA/504 compliance, fortifying our campus's commitment to excellence and inclusion.

Reflecting on these strategic shifts, we're reminded of our unwavering mission: to create an environment where everyone feels included and celebrated. Through our collaborations and the innovations, they bring, we reaffirm Cal Poly Humboldt's and our Division's pledge to a future where barriers are mere stepping stones to greatness.

Cal Poly Humboldt Elevates Inclusivity: A Dual-Pathed Approach to Support and Compliance

In the heart of ARCATA, CA, our Division has always been inspired by the rich legacy of Cal Poly Humboldt. In 2023, with a brighter commitment, we at the Division of Administrative Affairs were elated to share transformative changes illuminating our path forward.

A foundational shift came with establishing the Campus Disability Resource Center (CDRC). Envisioned as a lighthouse of support, the CDRC is more than just an administrative change; it's our pledge to every student, faculty, and staff member. Chrissy Holliday, our guiding star in Enrollment Management and Student Success, believes, "The CDRC is the embodiment of our dream: a Humboldt where every individual, regardless of their needs, feels valued and empowered."

But our vision extended beyond our campus boundaries. In our continuous endeavor to set new standards for inclusivity, we embarked on a partnership with Grand River Solutions. Their ADA/504 compliance expertise isn't just about regulations—it's about people. Sherie Cornish Gordon, Vice President for Administration and Finance, captures it best: "In collaboration with Grand River Solutions, we aren't just aligning with standards; we're crafting pathways of inclusivity."



Humboldt. Humboldt. Humboldt.

