



CALIFORNIA STATE UNIVERSITY, FULLERTON

Division of Administration and Finance

July 2005

Now that the merger of the Business and Financial Affairs Division with the Division of Administration is complete, I wanted to take the opportunity to send you the first of what will be regular updates regarding projects, activities and events in the new division. I hope you will find these updates informative and useful. As always, your thoughts and perspectives on administration and finance issues are welcomed and encouraged. Please do not hesitate to let me know if you have questions or would like additional information.

Willie J. Hagan

Vice President for Administration and Finance/CFO

New Division: The Business and Financial Affairs and Administration divisions merged on April 1, 2005 as the Division of Administration and Finance. The functions of the former Business and Financial Affairs Division are organized under an Associate Vice President for Finance. Brian Jenkins joined the division in this capacity on May 2, 2005. Attached is a current organization chart which also can be viewed on the Division webpage.

University Heights

Cal State Fullerton's second university housing project, a 42 unit development located in Fullerton and planned in partnership with the Fullerton Elks, received both Planning Commission and City Council approvals and now awaits presentation to the CSU Trustees on July 19. Pending the anticipated approval of the Trustees, ground-breaking should take place by the end of August, with home sales anticipated to begin in summer 2006. More information on this project is available at www.csufhomes.org.



Textbook Rental Program

In response to student and faculty concerns about the rising cost of textbooks, Titan Shops developed a program to offer textbooks for rent. The program began in Spring 2005 with two textbooks which rented for \$29.95 each. These textbooks, one for Chemistry 100 and one for Marketing 351, each retail for over \$100. Approximately 50-65% of the students in these classes participated in the program and approximately 690 books were rented. Other cost savings strategies being explored include online e-Books. The Titan Bookstore hopes to one day be able to offer student four choices for textbooks: New, Used, Rental or eBooks.

Common Management Systems (PeopleSoft) Implementation

The CMS Human Resources implementation is on schedule with a go-live date of August 18. Pilot implementations in Parking, Payroll, Library, Math and IT are currently under way to test functionality for student assistant hires. Planning for the Finance module has begun and will gather momentum over the summer and fall for full implementation beginning with fiscal year 2006-07. A CMS Security Committee has been established to develop procedures for processing security requests and granting access to the financial system. We are committed to ensuring that the resource requirements of these technological implementations will not disrupt our business operations and the quality of our services to the campus.

Financial Management Reports

Over the next several months, the Division will develop additional budget and expenditure reports and other financial management reports to support management decision making. These reports and other financial information will be distributed to the campus on a regular basis.

Public Safety

In addition to her campus responsibilities, Chief of University Police Judi King was appointed CSU Systemwide Police Coordinator effective January 1, 2005 for a term of two years. In that capacity, Chief King serves as liaison between the Chancellor's Office and the campus police departments, oversees security at the Trustee's meetings, develops systemwide policies and provide public safety assistance and guidance where needed.

Construction Projects Updates:

The campus continues to grow and evolve to accommodate its academic mission and rapidly expanding student population. Here are updates on major construction projects currently under way or in the planning stages.

Performing Arts Center and Plaza Improvements

The University's new Performing Arts Center is currently under construction and on track for its January 2006 gala opening. The impressive 102,000 square foot two-story facility will include an 800 seat concert hall, 2 theaters, dance studios, shops, offices and classrooms. Exterior plaza improvements are also under way and scheduled for completion this summer.



Parking Structure 2

A new parking structure will rise in June 2006 north of the Titan Student Union in what used to be Lot B. With six parking levels it will provide 1,500 parking spaces.

College of Business Building

A new 190,000 square foot, five-story building to house the College of Business and Economics is entering the schematic design approval phase. Named the Steven G. Mihaylo Hall, the building will be located east of Langsdorf Hall and construction will include the realignment of the campus entrance road and a new intersection at Nutwood Avenue. Completion is scheduled for Fall 2008.



Arboretum Visitor Center

A unique 8,500 square foot donor-funded Center is under construction and will consist of an historical museum, three classrooms, catering kitchen, and a covered pavilion. Look for invitations to tour the Visitor Center when it opens in Fall 2005.

Student Recreation Center

A new 109,000 square foot Student Recreation Center, funded by student fees, is currently in the schematic design phase. It will be located north of the Titan Student Union and immediately east of the new Parking Structure 2. When completed, the two-story facility will include a new swimming pool and pedestrian plaza and will offer a broad range of student recreational opportunities, beginning in Fall 2008.



Faculty/Staff Center Feasibility Study

The Faculty-Staff Center feasibility study evaluated the potential for using a portion of the first floor library south for meeting and dining facilities for faculty and staff. The project would involve remodeling about 4,000 gross square feet of the southernmost portion of the library, with access via the long-inactive southern doors facing the quad. The facility would: 1) host meetings of various sizes throughout the day; 2) serve lunch; and 3) be available for scheduled events evenings and weekends. General conclusions of the study include: 1) surviving financially over time is the main challenge to such a facility at Cal State Fullerton, as it is to similar facilities at other campuses across the country; 2) a sizeable gift or grant is needed to initially remodel the facility space, and establish the Center with minimal debt; and 3) a robust marketing effort must then succeed at drawing sustained support from the campus community and perhaps beyond. More information on this project will be forthcoming.

Communications/Strategic Planning

The Division of Administration and Finance is committed to developing and implementing a variety of ways to communicate with the campus community. With divisional updates such as this one, the division web page, focus groups, and regular sessions of ad hoc groups, our goal is to establish multiple and regular communication channels with our campus constituencies. We are committed to obtaining regular feedback from the campus community on all aspects of our operations, processes and structures and will work hard to build partnerships to accomplish the University's mission and goals.

In order to define, formulate and prioritize the Division of Administration and Finance's strategic goals and objectives, I anticipate launching a formal division-wide strategic planning process that will operate over the next year. There will be numerous opportunities for members of the campus community to participate in this process.

The Division of Administration and Finance wishes you a fun, relaxing and productive summer!