associate vice president for student affairs and dean of students

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

San Bernardino, Ca
California State University, San Bernardino (CSUSB) is one of 23 campuses in the California State University system. Located equidistant between Los Angeles and Palm Springs, CSUSB serves the expansive San Bernardino and Riverside Counties (also known as the Inland Empire), whose more than 4 million residents live in 27,000 square miles – an area larger than ten states. Voted the most beautiful CSU campus by students, CSUSB is nestled in the foothills of the picturesque San Bernardino Mountains, which provide a stunning backdrop to the 441-acre park-like campus. Cal State San Bernardino is a preeminent center of intellectual and cultural activity for the Inland Empire. With five academic colleges, along with a college of extended learning and a branch campus in Palm Desert, CSUSB enrolls more than 20,000 students and employs more than 2,300 faculty and staff. A minority-serving institution, the campus reflects the rich and dynamic diversity of the region and has as diverse a student population as any university in California.
The Position
Responsibilities of the Position

Reporting to the Vice President for Student Affairs, the Associate Vice President for Student Affairs and Dean of Students (AVPDOS) is a member of the Division of Student Affairs Leadership Team and a larger leadership team that includes student affairs directors and the university’s administrative council. The AVPDOS serves as second-in-charge of the division and has direct administrative responsibility for the following areas: student conduct and ethical development, Santos Manuel Student Union, Student Recreation and Wellness Center, housing and residential education, student engagement,
CARE team, and Associated Students Incorporated. In coordination with the Associate Dean of Students, the AVPDOS oversees the establishment and training of hearing panels, assures the adjudication of student code of conduct violations, and coordinates the Division of Student Affairs response to student emergencies. In addition, the AVPDOS advises the Vice President on matters pertaining to student engagement and success; develops, implements, and assesses programs, services and initiatives that enhance the overall student experience on campus; and serves as advisor to Associated Students Incorporated.

Additional responsibilities include:

• Working effectively with diverse constituents, including students, staff, faculty, and members of the external community;
• Assisting in establishing a student culture which is supportive of diversity and inclusion, where students respect differences, take responsibility for their actions, and exercise leadership;
• Overseeing the development, maintenance, and maximum utilization of departmental budget;
• Assisting the vice president by providing reports, preparing analytical studies, and drafting, recommending, and administering policies, while serving as an advocate for the needs of students;
• Supervising professional and/or administrative staff members and student assistants;
• Overseeing the establishment and training of hearing panels; assures the adjudication of student code of conduct violations;
• Serving on appropriate University, system wide, local, regional, or national committees; and
• Supporting adherence to the accomplishment of University and division values, vision, mission statements, and strategic plan.
Characteristics of the Successful Candidate

A master’s degree in a related field and the equivalent of 10 years of experience are required. A doctoral degree is preferred. The ideal candidate will possess the ability to work effectively and develop positive working relationships with diverse constituents, including staff, students, faculty, and the external community; significant experience administering student conduct and disciplinary procedures; experience advising student organizations and clubs; excellent analytical and communication skills; and experience in program
development and assessment. In addition, applicants must have the ability to navigate circumstances that require effective negotiation, mediation, and conflict resolution skills. Knowledge of general business practices and fiscal management is also helpful.

Additionally, stakeholders at CSU San Bernardino identified the following characteristics and attributes when considering the position of associate vice president for student affairs and dean of students (in no particular order):

- Compassionate, accessible, transparent, ethical leader with excellent communication skills to clearly articulate vision, direction, and purpose and earn the respect and confidence of the faculty, staff, students, parents, and alumni.
- Ability to effectively manage daily activities and operations while always being cognizant of the larger issues impacting higher education on a regional, state, and national level.
- An understanding and deep commitment to social justice and demonstrated cultural competence with a strong belief in the value of diversity in enriching the learning experience and the quality of life on campus.
- A commitment to infusing a student-centered approach to learning and engagement throughout the department’s programs and services.
- A truly inspirational leader that students and staff believe in and support; fully embraces educational access and equity as the foundation of the division’s work.
- Strong community builder and collaborator, capable of building bridges to departments, faculty, staff, students, and the community of San Bernardino.
- Awareness of campus climate issues and a commitment to effectively address these issues in an open, collaborative manner.
- Credible, engaging, supportive, transparent, and approachable supervisor with knowledge of the responsibilities of each staff member’s position, respect for their work and contributions, and adept at advocating for staff and students, their programs, and needs.

- Highly energetic individual with a strong sense of self and ability to appropriately infuse humor and enthusiasm into the workplace and campus community.
- Strong supervisory experience with a proven ability to engage in identity-specific supervision, mediate conflicts, and make tough decisions when necessary.
- A passion for working with students combined with an ability to genuinely connect with, support, and relate to a highly engaged, diverse, and intelligent student body by being
visible and accessible to all students, attending student events of all kinds, and serving as a strong resource.

- Profound interest in student development with a broad knowledge of student life, best practices, the profession, and a commitment to encourage and support professional development experiences at all levels within the division.
- A proven record of implementing change, establishing a vision and direction for an office/department, motivating staff and students to embrace change, and successfully creating new programs and initiatives to enhance the quality of campus life for all students.
- Commitment to using best practices, technology, and innovation to continually provide students with cutting-edge programs and services.
- Demonstrated leadership ability with excellent management skills and the ability to manage feedback with constructive action and build a solid framework to effectively develop and manage a complex, student-centered division.
- Capacity to genuinely care for others, listen to their concerns/needs, and make changes to increase staff morale and effectiveness.
- Understanding and appreciation of how academic affairs and student affairs intersect to provide a holistic experience for students.
- Familiarity with Title IX, women’s issues, gender equality, and sexual misconduct concerns, and commitment to creating appropriate policies to effectively support students, services, and programs.
- Strong crisis management skills and demonstrated experience successfully working through crisis situations, with knowledge of mental health issues and laws impacting campus professionals and students.
- Solid understanding of student activism, protests, demonstrations, and the First Amendment.
- Skilled in the collection of data and ability to analyze and make educated decisions.
- Proficient at formulating policies and protocols to guide and support the work of the department.
- Capacity to equally hold staff accountable and celebrate accomplishment and positive contributions.
- Strong commitment to the professional development and mentoring of all staff.
- Understanding and experience with the use of social media to connect with students and the campus community.
Dr. Alysson Satterlund served as the Associate Vice President and Dean of Students at CSU San Bernardino from 2013-2017. Alysson left CSUSB in October, 2017 to accept the position of Vice Chancellor for Student Affairs at UC San Diego.
Likely Opportunities, Priorities, and Challenges of the Position

Paz Oliverez started as Vice President for Student Affairs at CSUSB on August 1, 2019 following an extensive national search. The VPSA and the new AVPDOS will find a high level of support for the division amongst senior leadership at the institution. President Morales and Vice President for Administration and Finance Doug Freer have both previously served as chief student affairs officers.

The enrollment at CSUSB reflects the diversity of the region. It has the second highest
African American and Hispanic enrollments of all public universities in California. Seventy percent of those who graduate are the first in their families to do so. The student affairs staff at CSUSB is passionate about working with this unique group of students and challenging them to reach levels of accomplishment that they may not have considered a possibility. The new AVPDOS must share this passion and vision for student success.

Many of the university’s goals over the next five years will be driven by the Graduation Initiative 2025, the California State University’s ambitious initiative to increase graduation rates for all CSU students while eliminating opportunity and achievement gaps. Through this initiative, CSU will ensure that all students have the opportunity to graduate in a timely manner according to their personal goals, positively impacting their future, and producing the graduates needed to power California and the nation.

To achieve this CSU is addressing:

- Academic Preparation
- Enrollment Management
- Student Engagement and Well-being
- Financial Aid
- Data-Driven Decision Making
- Administrative Barriers

Complete information on Graduation Initiative 2025 is available at https://www2.calstate.edu/csu-system/why-the-csu-matters/graduation-initiative-2025#

The university’s current strategic plan runs through 2020 so the institution will shortly be making critical decisions regarding extending the plan or initiating a new strategic planning process.
Additional opportunities, priorities, and challenges, as shared by key University stakeholders, include the following:

- CSUSB is a young institution with an exciting future. The AVPDOS will play a vital role in the development of campus life and the student experience as well as the institution’s mark on the San Bernardino community and higher education.
- Construction for an expansion of the Santos Manuel Student Union will begin in fall, 2019. The project will create operational challenges during construction but, upon completion, the expanded facility will offer new opportunities for student engagement and programming.
- Student housing experienced a drop in occupancy this year but the causes are being aggressively addressed to ensure improved outcomes for 2019-2020.
- Staff members need an experienced leader to infuse new energy, innovative ideas, and a sense of direction/purpose within the organization.
- Review all policies and procedures from multiple user perspectives to ensure clearly defined polices that are consistently and uniformly upheld.
• Bring an entrepreneurial spirit to the position with creative approaches to allocating resources, cultivating donors, fundraising, and providing new services and programs.
• The AVPDOS is expected to share in leadership decisions and initiatives focused on the future of not just the division but also the institution.
• It is important to get to know, listen to, and value all students, not just those serving in leadership positions.
• The high-need nature of CSUSB students must be understood, integrated, and demonstrated throughout the division’s work.
• The new AVPDOS must take the time to get to truly know the entire staff, their roles, talents, and contributions to the organization and student success.
• Earn the respect of the campus community through accessibility, visibility, and transparency.
• Continue to build and develop an exemplary team through enhancing current staff’s morale and creating a culture of honest information-sharing and solicitation of others’ input.
Measures of Success for the Position

At an appropriate interval after joining CSUSB the new AVPDOS will have:

- Established a strong rapport and vibrant campus life with students by being involved, visible, and engaged in all aspects of campus life.
- Become a valued and trusted member of the CSUSB community, known by faculty, staff, and students.
- Worked to help students feel empowered, valued, and well-supported both academically
and personally.

- Established strong working partnerships within the institutional leadership, direct reports, students, faculty, and key institutional colleagues.
- Built a strong staff that feels supported, valued, empowered, and unified by a common vision; increased morale and professional development opportunities for all staff.
- Increased the use of assessment and data-driven decisions within the division.
- Established relationships with the San Bernardino community and be working to solidify partnerships and collaborations within the community.
- Created effective methods of communication with students to successfully respond to needs and concerns.
- Worked to enhance internal communication to keep all staff appropriately informed of policies and procedure updates and other changes.
- Become a highly visible leader on campus, authentically representing student affairs to the campus community.
An Overview of the Office of the Dean of Students
Associated Students Incorporated (ASI)

The ASI serves, empowers, and advocates on behalf of the students at California State University, San Bernardino through the representation of student interests and needs, the inclusion of students in the decision making process, the execution of premier events and services, and the provision of opportunities for students to be productive leaders of the campus community and beyond. ASI services include the College Legal Clinic, Box Office, and Graphic Design.
Committees:

- **Activities Committee**: Chaired by the Programs Manager and is responsible for planning special events, speakers, concerts and other related programs. In addition, this committee regularly co-sponsors large scale events with other campus organizations such as the Student Union Program Board, Women’s Resource Center, Alumni Affairs, and the Cross-Cultural Center.

- **Club Allocation Budget (CAB) & Finance Committee**: Chaired by the Vice-President of Finance. The CAB Committee is responsible for allocating funds to recognized CSUSB student clubs and organizations. It also facilitates quarterly CAB workshops for club officers to train on the application and CAB funding process. The Finance Committee is responsible for making recommendations to the Board of Directors on all financial matters concerning the allocation and expenditure of funds.

- **Lobby Corps. Committee**: The mission of the ASI Lobby Corps CSUSB is to provide the means necessary to affect public policy on matters impacting higher education by lobbying to appropriate local and state officials.

- **Elections Committee**: The Chair of this committee is a student not affiliated with ASI and appointed by the ASI President. The committee is additionally comprised of four students not currently holding positions within ASI or running for office. The Elections Committee is responsible for conducting ASI elections and making rulings on elections violations as well as recommending changes in election guidelines and procedures.
CARE Team

The CARE (Campus Assessment, Response and Education) Team is a multidisciplinary group of professional staff members that come together to provide support and resources to students. The CARE Team receives, assesses, responds to, and monitors behavior on campus that may be disruptive, concerning, or threatening.

The purpose of the CARE Team is to provide a centralized structure for the campus community to report concerns. They meet their goal of early intervention for at-risk
individuals through collaboration and effective communication with campus departments, students, faculty, and staff.

The CARE Team should be contacted about individuals who may be exhibiting behaviors of concern in relation to their personal, physical, or emotional wellbeing, or who are behaving in a manner that is intimidating, disruptive, aggressive, or violent. Once a referral is made, the CARE Team reviews all available information, makes a determination regarding appropriate outcomes, and follows up with the reporting and responding parties. The CARE team is also able to provide referrals for other resources and support.

When alerted to a concern, the CARE Team:

- Gathers and analyzes information
- Assesses needs of those impacted
- Determines and implements plans for the individual of concern, including both immediate and ongoing strategies
- Provides and makes referrals for advice, support, and assistance
- Addresses risks of harm to individual and/or others involved
- Reviews interventions and implementation strategies throughout the process
Our Mission

The Department of Housing & Residential Education takes pride in providing services to students in a safe, well-maintained, inclusive residential community that supports student success through their academic, personal, and professional goals by fostering a healthy living and learning environment and opportunities for holistic growth and development.
Vision

The Department of Housing and Residential Education will prepare students for living and thriving in an increasingly diverse society through the following:

- Integrate diversity and inclusion knowledge into co-curricular initiatives that enrich the classroom experience.
- Address social justice issues facing our residential population through open and honest dialogue.
- Support staff members as they invest in the development of their own capacities by making the value we place upon diversity visible, practical, and purposeful for our staff.
- Become a national model for diversity and inclusion based on best practices.
- Practice the recruitment and retention of a diverse workforce.
- Provide a safe space and access for underrepresented students in which to encourage growth, learning, academic persistence, and success.
- Provide diversity and inclusion initiatives that contribute to our mission and strategic direction to facilitate a powerful learning experience for all students.
- Introduce diversity into the systems and culture of the Department.
- Provide leadership on diversity and inclusion related matters.
- To foster an inclusive environment that welcomes and celebrates all expressions of diversity and identity, creating communities unburdened by discrimination and oppression.

Core Values

Care

A commitment to care as the foundation of how we approach our work and how we treat others, including students, guests, coworkers, and campus partners based on respect for the diversity of people and ideas.

Empowerment

A commitment to assist residents with effectively managing and dealing with conflict, learning to think independently, utilizing campus resources, and setting boundaries in their living environments.

Leadership
A commitment to provide various leadership opportunities that will assist residential students in developing skills that will aid them in their success beyond their campus living experience.

Transformation

A commitment to be innovative and trendsetting in our practices and initiatives, and continually seek ways to improve, provide dynamic programs, facilities, and partnerships.

Excellence

A commitment to excellence in the quality of our work, programs, and services while striving to be honorable, trustworthy, and continually engaging in an effort to achieve excellence.

Transparency

A commitment to sharing information about who we are as an organization because of the financial, natural, and human resources with which we are entrusted.

Stewardship

A commitment to care for the human, financial, and natural resources entrusted to our care by our students.

Service

A commitment to make residents and guests feel welcomed and valued through providing excellent, timely, quality, and responsive service.

Student Learning, Engagement, and Success

A commitment to programs and practices that prepare students for lifetime learning, leadership, and success through connecting curricular and co-curricular experiences, engaging with faculty and campus partners, and creating learner-focused environments conducive to student success and retention.

Diversity and Inclusivity

A commitment to create and help foster inclusive communities that promote healthy
interaction, friendships, civility, compassion, caring, and an attitude of treating one another with respect and dignity and providing an environment where freedom of thought and expression are valued.

**Sustainable Living**

A commitment to creating opportunities for learning about sustainability and the connection between environmental stewardship and environmental impact through education and role modeling the minimization of energy and waste, and learning about and how to live in a manner that supports ecologically-healthy environments and communities.

**Safety and Security**

A commitment to providing safe and secure facilities that are learner-focused.

**Professional Development**

A commitment to the development and success of our team members.
Student Organizations

There are more than 150 unique clubs and organizations on campus that meet the diverse interests of CSUSB students. The university registers clubs and organizations through the Office of Student Engagement each year. One of the easiest ways for students to expand their educational experience is to join one or more of the established organizations on campus or to start a new one.
Fraternities and Sororities

Fraternities and Sororities at CSUSB are values-based student organizations founded on principles of friendship, service, scholarship, and leadership. Students that make the decision to join a fraternity or sorority develop life-long bonds and commitment to their organizations. Each fraternity and sorority is affiliated with one of our four Greek councils: the Interfraternity Council, the National Pan-Hellenic Council, Panhellenic Council, and the United Sorority & Fraternity Council. While each council is unique in terms of governance and identities, together they represent a strong, diverse community of student leaders and change agents.

Interfraternity Council (IFC) Fraternities:

- Delta Chi
- Delta Sigma Phi
- Kappa Sigma
- Pi Kappa Alpha
- Sigma Nu
- Sigma Phi Epsilon

National Pan-Hellenic Council (NPHC) Fraternities:

- Iota Phi Theta

National Pan-Hellenic Council (NPHC) Sororities:

- Alpha Kappa Alpha
- Delta Sigma Theta
- Zeta Phi Beta

Panhellenic Council (PHC):

- Alpha Delta Pi
- Alpha Phi
- Kappa Delta
- Zeta Tau Alpha
United Sorority & Fraternity Council (USFC):

- Delta Sigma Chi Co-Ed Fraternity
- Gamma Zeta Alpha
- Lambda Theta Phi
- Sigma Lambda Beta
The Office of Student Engagement provides opportunities for students to enjoy their collegiate experience through fun activities and programs. Some of OSE’s signature programs include Yotie Fest, Club Fairs, Glow Run, Coyote Fest, Club Conference, and Yotie Factor. Leadership Development is also an important part of the collegiate experience, which allows students to develop important skills and prepare for their post-collegiate experience. Opportunities for leadership exist in student organizations, fraternities and
sororities, Coyote Certified, and other areas of campus. The National Student Exchange (NSE) program also provides an opportunity for students to learn and develop through experiencing a different college campus for a single term or academic year. Campus activities and leadership development are important for each Coyote to explore while at CSUSB.

**Campus Activities & Traditions**

- Homecoming - Fall Quarter
- Snow Day – Winter Quarter
- Coyote Cares Day – Spring Quarter
- Coyote Fest – Spring Quarter

**Commuter Students**

Commuter students make up nearly 90 percent of the population on campus. The Office of Student Engagement strives to provide resources for these students that can help them to navigate campus, become engaged, and enhance their overall student experience. There are various types of commuter students and we recognize that each type has specific needs and interests. We want to make sure we are providing an inclusive and welcoming environment that not only encourages engagement, but also connects students to campus. If you are a student who identifies as adult re-entry, veteran, transfer, upperclassman, graduate, parent, etc., you more than likely commute to school daily. Whether a student is commuting from across the street or 30 minutes away, they will receive the same experience and opportunities as other commuter students.
The Santos Manuel Student Union (SMSU), through its programs and facilities, is a focal point of the campus where students, faculty, staff, administration, alumni, and guests develop an enduring connection to the university. As a campus social hub, the SMSU assists in the retention and development of students, while encouraging a deeper understanding and appreciation of cultural pluralism, gender equity, and ethnic diversity. We accomplish this by providing a variety of cultural, social, educational, and recreational activities, which
create an environment conducive to personal growth and development. Planned activities also provide students with leadership opportunities and employment, which promotes an active learning experience as well as relaxation, entertainment, and social interaction. As the meeting place on campus for students and organizations, the facilities provide a comfortable and relaxing environment that embodies the delivery of services important to the university community. As a bridge between formal learning and life experience, co-curricular activities coordinated by the SMSU serve as a training ground for development of student leaders.

The SMSU facilities include a spacious lobby, relaxation and study lounge areas, meeting rooms, a state of the art theater, multi-purpose Events Center used for major events, an Automatic Teller Machine, graphics services, and Student Union scheduling. Our newest addition to assist our students academically is the laptop checkout program. Other services and departments located within the SMSU are the Coyote Cafe, the Blue Coyote Pub, Starbucks, Coyote Express convenience store, the Associated Students, Inc., DREAMers Resource and Success Center, Title IX & Gender Equity, Orientation and First Year Experience, and the Office of Student Engagement.

Mission Statement

The Santos Manuel Student Union is the focal point of the campus, creating a home for learning and leisure, as well as contributing to retention of our students. We will enhance our students’ overall university and life experience through our celebration of culture and diversity.
The desire for the Student Recreation & Wellness Center (SRWC) at Cal State San Bernardino grew out of the need for a state-of-the-art facility to increase students’ health and fitness levels, develop a sense of community, as well as assist with the recruitment and retention of students. CSUSB students championed this project by voting to increase their fees to fund the building’s construction and operation. The facility has exceeded student and administrator expectations with its high-end, durable finishes and open and inviting design.
The campus continually raves about the facility and daily usage has increased by over 500 percent since its opening in 2010. Due to the success of the SRWC, a facility expansion is in the campus master plan in the near future. The SRWC features a large fitness floor with cardio machines, weight equipment and functional training space, two multi-purpose studios, a multi-purpose gymnasium, and a climbing/bouldering wall featuring an auto belay, as well as saunas, locker rooms, administrative offices, equipment rental, and laundry facilities.

Our Mission

The mission of the Recreation & Wellness Department is to provide a variety of safe and enjoyable programs and facilities to meet the diverse needs of the CSUSB community by creating a healthy social environment, enriching the quality of life, and enhancing the educational experience.

The Department of Recreation & Wellness is committed to the missions of the university and the Division of Student Affairs. Department staff work to provide opportunities for personal and professional development through Adventure Programs, Aquatics, Intramurals, Sport Clubs, Fitness & Wellness programs, Special Events, and open recreation.

The Recreation & Wellness Department is proud to offer the CSUSB Community a wide range of activities and programs to enhance physical fitness, learn new skills, engage in friendly sports competition, expand one’s knowledge base / comfort level, relieve stress, and to simply have fun! We welcome all enrolled CSUSB students, staff, faculty, and alumni regardless of age, gender, experience, and ability.

Palm Desert Campus Student Fitness Center

Located off campus in the Village of University Park, the Student Fitness Center invites you to come in for a workout. The center is designed to help you reach your personal fitness goals. The center is free of charge to currently enrolled CSUSB students through the Student Union fee. The Faculty and Staff also have the benefit of complimentary access to the facility.
Student Conduct and Ethical Development

Mission

The primary focus of the Office of Student Conduct and Ethical Development is to administer the Student Conduct Code by educating students about their social and ethical responsibilities as members of the university community.

Philosophy
The Office of Student Conduct and Ethical Development is committed to maintaining a safe and healthy environment for students to engage in campus life, interact with diverse individuals, and participate in activities that encourage growth, curiosity, and scholarly fulfillment. We do this by maintaining two basic tenets:

- Students are afforded reasonable rights as productive individuals of the campus community to function in an environment conducive to learning and personal growth.
- It is the responsibility of every student to ensure that their actions do not interfere with someone else’s right to be a productive individual on campus.

**Values**

The Office of Student Conduct and Development supports the core values of the CSUSB Division of Student Affairs: Student Success, Integrity, and Social Justice.

**The Student Discipline Process**

The student discipline process is governed by the following:

- CSUSB Student Code of Conduct, as defined by Title 5, California Code of Regulations, 41301, Standards for Student Conduct
- Student Conduct Procedures - as defined by Executive Order 1098 Revised 6/23/15

**Key Components of the Student Conduct Process: Report, Respond, & Record**

**Report**

Any member of the campus community can submit an incident report if they are made aware of a violation of university policy or are concerned about a student’s behavior. A Student Conduct Administrator will determine whether the matter should be referred to the disciplinary process for investigation, and/or whether the concern should be referred to the CARE team for student support.

**Respond**

Student(s) involved in an alleged violation of the Student Conduct Code will be sent a Notice of Investigation letter or a Notice of Conference Meeting letter, depending on the circumstances of the referral or incident report. In either case, students are instructed to
schedule a meeting with a Student Conduct Administrator. During the meeting, the student will have the opportunity to respond to any allegations and to share information relating to their involvement in the incident. If a student chooses to not participate, discipline proceedings can move forward to a resolution without their input.

Students may be accompanied to any meeting with a Student Conduct Administrator by an advisor of their choosing. However, the advisor may not speak on behalf of the student.

Once the investigation into the incident is complete, the Student Conduct Administrator will determine whether a student is found responsible for a policy violation. If found responsible, the Student Conduct Administrator will offer the student the opportunity to resolve the matter via a Resolution Agreement. If the student does not accept the terms of the Resolution Agreement, the student may request a disciplinary hearing.

If found responsible for a violation, possible outcomes of an administrative conference meeting or discipline hearing may include any or all of the following disciplinary sanctions:

- Financial Restitution
- Loss of Financial Aid
- Education and Remedial Sanctions (i.e. educational activity, reflective paper, etc.)
- Denial of Access to Campus
- Disciplinary Probation
- Suspension
- Expulsion
- Restrictions on Admissions or Readmission

**Record**

Student conduct records are maintained by the Office of Student Conduct and Ethical Development for 7 years, unless the student has been assigned a sanction of Expulsion or Suspension for one year or more, in which case the file is maintained permanently.

- Disciplinary Probation is entered on a student’s transcript, with beginning and end date, for the period of time that the probation is in effect.
- Suspension is entered on the student’s transcript, with beginning and end date, for the period of time that the suspension is in effect, but remains on the transcript permanently if the suspension is for longer than one academic year.
• Expulsion is entered on the student’s transcript permanently along with the date it takes effect.
Institutional Background

California State University, San Bernardino is a preeminent center of intellectual and cultural activity in Inland Southern California. Opened in 1965 and set at the foothills of the beautiful San Bernardino Mountains, the university serves more than 20,000 students each year and graduates about 4,000 students annually.

The “value added” by a CSUSB education ranks in the top four percent in the nation, according to the Collegiate Learning Assessment, a sequence of tests used by hundreds of
colleges and universities nationwide that measure student learning in the freshman and then again in the senior year. First-to-second year retention rates are third highest among all CSU campuses.

CSUSB reflects the dynamic diversity of the region and has the most diverse student population of any university in the Inland Empire and it has the second highest African American and Hispanic enrollments of all public universities in California. Seventy percent of those who graduate are the first in their families to do so.

The university offers more than 70 traditional baccalaureate and master’s degree programs, education credential and certificate programs, and a doctoral program. In recent years, CSUSB added its first doctorate (educational leadership), engineering program (computer science and engineering) and M.F.A. programs in creative writing and studio art/design. Every CSUSB academic program that is eligible has earned national accreditation. The university also is home to the California Professor of the Year (Stuart Sumida).

Cal State San Bernardino has seen records in enrollment, diversity of faculty and students, grant and contract funding, overhead funds, fundraising, and international programs development. CSUSB ranks as the second-safest among all 33 public universities in California.

Cal State San Bernardino is listed among the best colleges and universities in the western United States, according to The Princeton Review, Forbes, and U.S. News and World Report, in their respective annual rankings. It also is part of the President’s Higher Education Community Service Honor Roll, With Distinction – the highest federal recognition a college or university can receive for its commitment to service-learning and civic engagement. In addition, it is a “Military Friendly School” according to G.I. Jobs. CSUSB’s College of Business and Public Administration was named by European CEO Magazine as one of the four most innovative business schools in the U.S. and among the top 18 in the world. The Sierra Club named CSUSB one of “America’s Coolest Schools.”

The university has an annual statewide economic impact of more than half a billion dollars, along with more than $32 million in yearly statewide tax revenue.
San Bernardino, California

San Bernardino is a city located in the Riverside-San Bernardino metropolitan area (sometimes called the Inland Empire). It serves as the county seat of San Bernardino County, California. As one of the Inland Empire’s anchor cities, San Bernardino spans 81 square miles on the floor of the San Bernardino Valley, and has a population of 209,924 as of the 2010 census.

San Bernardino is the 17th-largest city in California, and the 100th-largest city in the United States.
States. San Bernardino is home to numerous diplomatic missions for the Inland Empire, being one of four cities in California with numerous consulates (the other three being Los Angeles, San Diego, and San Francisco).

California State University, San Bernardino is located in the northwestern part of the city. The university also hosts the James & Aerianthi Coussoulis Arena. Other attractions in San Bernardino include ASU Fox Theatre, the McDonald’s Museum, which is located on the original site of the world’s first McDonald’s, California Theatre, the San Bernardino Mountains, and San Manuel Amphitheater, the largest outdoor amphitheater in the United States. In addition, the city is home to the Inland Empire 66ers baseball team, which plays its home games at San Manuel Stadium in downtown San Bernardino.

In the foothills of the San Bernardino Mountains lies the University District, which is a commercial area designed to support California State University with shopping, dining, and high-density residential space.

The city of San Bernardino is in the process of developing a historic district around the 1918 Santa Fe Depot, which recently underwent a $15.6 million restoration. When completed, this area will connect to the downtown district with period street lights and street furniture, historic homes and other structures, a new museum, coffee bars, and a mercado with an architectural style in keeping with the Mission Revival station.

For more information, visit the Chamber of Commerce at http://sbachamber.org/.
Vision Statement

CSUSB aspires to be a model for transforming lives.
CSUSB ensures student learning and success, conducts research, scholarly and creative activities, and is actively engaged in the vitality of our region. We cultivate the professional, ethical, and intellectual development of our students, faculty, and staff so they thrive and contribute to a globally connected society.
As a university community, these core values are the driving force that moves us to accomplish our mission and goals:

**Inclusivity**

We affirm and are committed to the value of all kinds of differences among students, faculty, and staff. Inclusivity that is broad and deep makes us a healthier and more productive
organization and builds a culture that fosters engagement and diverse perspectives.

**Innovation**

We support and believe in an innovative culture and attitude that fosters the creative and deliberate application of teaching, research, scholarship, and service for effective education.

**Integrity**

We affirm and are committed to the truth. We demonstrate our integrity by being ethical, matching what we say with what we do, and by ultimately taking responsibility for our actions.

**Respect**

We believe in and are committed to the virtue of respect and will treat everyone with courtesy and kindness.

**Social Justice and Equity**

We believe in, affirm, and are committed to the equal value and dignity of all people. Fairness and equity are more than equality. We actively seek to eliminate barriers for those who are disadvantaged and disempowered so they may participate fully in university life.

**Sustainability**

We affirm and are committed to the sustainability of our university by forward thinking, learning from both successes and mistakes, being proactive in moving our university forward, and by providing opportunities for continued growth and development.

**Transparency**

We affirm and are committed to the importance of transparency both internally and externally. We believe in honesty and openness in our decisions and processes, subject to legal and ethical confidentialities. Understanding we are a public institution, we are also upfront and open to the community and residents that we serve about the decisions we make and the actions we take.

**Wellness and Safety**
We affirm and are committed to protecting and enhancing the health, wellness, and safety of ourselves, our colleagues, our students, and our stakeholders. We believe a healthy university is one in which there is collegial collaboration and continual use of improvement processes that ensure a safe and healthy workplace for all.
CSUSB Strategic Plan 2015-2020

Goal 1 – Student Success

Goal 2 – Faculty and Staff Success

Goal 3 – Resource Sustainability and Expansion
Goal 4 – Community Engagement and Partnerships

Goal 5 – Identity

To read the Strategic Plan 2015–2020, please visit: https://www.csusb.edu/strategic-plan
Leadership
Tomás D. Morales was selected as the president of California State University, San Bernardino in May 2012. He is the university’s fourth president since it opened in 1965. Previously, Morales was president of the College of Staten Island, The City University of New York (CUNY), since 2007.

From 2001 to 2007, Morales served in various capacities at California State Polytechnic University, Pomona, including provost and vice president for academic affairs, vice
president for student affairs, and professor of education. Prior to joining Pomona, Morales was vice president for student affairs and dean of students at The City College of New York/CUNY from 1994 to 2001. He provided strategic leadership, restructured the Student Services Corporation, and implemented a new student-centered model for the Division of Student Affairs. From 1992 to 1994, Morales was assistant dean of the School of Education at the State University of New York (SUNY), New Paltz.

He holds a BA in history from SUNY, New Paltz, and earned his MS and PhD in educational administration and policy studies from SUNY, Albany. Having served as an educator and administrative leader in higher education for 41 years, he is one of the few higher education administrators in the United States who has held senior administrative positions at the three largest public university systems in the nation: The California State University, The State University of New York, and The City University of New York.

Morales is actively involved with several national organizations. He currently serves as chair of the Governing Board of the Hispanic Association of Colleges and Universities and on the Executive Committee of the Coalition of Urban and Metropolitan Universities. In addition, he previously served as chair and board member of the American Association of State Colleges and Universities, as well as co-chair of AASCU’s National Task Force on College Readiness, which released the report “Serving America’s Future: Increasing College Readiness,” a comprehensive examination that advocates approaches for public institutions to take.

He also previously served on the board of directors of the American Council on Education, the American Council on Education’s Commission on Racial and Ethnic Equity, and the National Information and Communication Technology Literacy Policy Council.

In May 2012, he was awarded an honorary doctorate of humane letters from his alma mater SUNY, New Paltz, where he was the featured commencement speaker. In recognition for his service to education and his passion for the sport, the baseball field at the College of Staten Island was named in his honor as the Tomás D. Morales Baseball Field.

For his lifelong dedication to improving the access and quality of public higher education, he has been recognized with numerous awards, including the Distinguished Leader in Education Award from Education Update; the Lifetime Achievement Award in Education from the New York League of Puerto Rican Women, Inc.; Effective Leadership Golden Age Award from the Latino Center on Aging; Latino Trendsetter Award at the United Nations;
the IMAGEN Certificate Award from U.S. Citizenship and Immigration Services; the Professional Achievement Award from Boricua College; the Hispanic Leadership Award from the Boy Scouts of America; the Outstanding Leadership in the Service of Youth Award by the National Honor Society at Susan E. Wagner High School; and the Louis R. Miller Award from the Staten Island Chamber of Commerce and Staten Island Advance.

Tomás and his wife, Evy, have been married for over 40 years. They have three grown children (sons Thomas and Omar Morales, daughter Amanda Jimenez) and six grandchildren.
The university offers degree, credential, and certificate programs and is organized into six academic colleges:

- College of Arts and Letters
- College of Business and Public Administration
- College of Education
- College of Extended and Global Education (CEGE)
- College of Natural Sciences
- College of Social and Behavioral Sciences
The Student Body

Fall 2017 Stats

CSUSB student population – 20,461 (FTES 17,967):

CSUSB students come from:

- 86 percent - San Bernardino and Riverside counties
• 6 percent – other California counties
• 7 percent – other countries
• <1 percent – out-of-state

Highlights of the 20,461 students:

• 12,410 (61 percent) – female
• 8,051 (39 percent) – male
• 89 percent seeking an undergraduate degree
• 85 percent attend on a full-time basis
• 81 percent are first-generation college students (parents without a bachelor’s degree)
• 62 percent of our undergraduates are low-income students (Pell Grant recipients)

Student diversity:

• 61 percent – Hispanic
• 13 percent – White
• 7 percent – non-resident foreign students
• 5 percent – African American
• 5 percent – Asian

Student classification:

• 22 percent – freshmen
• 13 percent – sophomores
• 24 percent – juniors
• 31 percent – seniors
• 2 percent – post-baccalaureate students
• 8 percent – masters
• <1 percent – doctoral students

Average age:

• 22 - Undergraduate students
• 32 - Graduate/post-baccalaureate students

Our current student success measures are as follows:
• First-to-second year retention rate of first time full-time freshmen is 85 percent;
• Four year graduation rate is 14 percent; and
• Six-year graduation rate is 54 percent.

At admission,

• 56 percent of first time freshmen required some form of developmental coursework in Math and/or English;
• 19 percent needed both Math and English;
• 33 percent needed Math only; and
• 5 percent needed English only.
Benefits Overview

- Health insurance
- Dental insurance
- Vision insurance
- Life insurance
- Employee assistance program
- Retirement plans
- Long-term disability insurance

For more information about benefits, go to [http://hr.csusb.edu/miscellaneousBenefits.html](http://hr.csusb.edu/miscellaneousBenefits.html).
Application & Nomination

Review of applications will begin immediately, and continue until the position is filled. To apply for this position please click on the Apply button, complete the brief application process, and upload your resume and position-specific cover letter. Nominations for this position may be emailed to Mark Hall at mah@spelmanjohnson.com. Applicants needing reasonable accommodation to participate in the application process should contact Spelman Johnson at 413-529-2895.

Visit the California State University, San Bernardino website at www.csusb.edu

California State University, San Bernardino is an Equal Opportunity, Affirmative Action Employer. The University seeks to recruit and retain a diverse workforce as a reflection of our commitment to serve the people of California, to maintain the excellence of the University, and to offer our students richly varied disciplines, perspectives and ways of
knowing and learning. California State University, San Bernardino subscribes to all state and federal regulations and prohibits discrimination based on race, color, religion, national origin, sex, gender identity/gender expression, sexual orientation, marital status, pregnancy, age, disability, genetic information, medical condition, and covered veteran status. California State University, San Bernardino hires only individuals lawfully authorized to work in the United States. As required by the Clery Disclosure Act, the University’s annual security report is available at http://police.csusb.edu/documents/ASR.pdf. The person holding this position is considered a ‘mandated reporter’ under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment. A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

This position may be “Designated” under California State University’s Conflict of Interest Code. This would require the filing of a Statement of Economic Interest on an annual basis and the completion of training within 6 months of assuming office and every 2 years thereafter. Visit the Human Resources Conflict of Interest webpage link for additional information: http://hrd.csusb.edu/conflictInterest.html