

FINANCE, TECHNOLOGY & OPERATIONS

Vol. 4

APRIL, 2024

YOUR SUCCESS, OUR MISSION

CUSTOM SERVICE

We commit to providing prompt, courteous, and personalized Customer Service built on a foundation of Collaboration and Collegiality.

INNOVATION

We champion Innovations the key to efficiency and creative solutions that streamline processes and drive transformative progress.

INTEGRITY

We uphold Integrity as our guiding principle by fostering a culture of Transparency and Trust.

FINANCE

EINSTEIN'S EXPRESS

Saving You Time: Grab & Go Options Now Available

University Enterprises Corporation (UEC) has been working with our dining services provider on launching our new Einstein Bros. Bagel Express dining option on our campus over the past several months. This new option will give our campus a quicker option to grab a coffee and a bagel, or a grab & go item. We are happy to announce that this new dining option opened on April 16th.



Located in the Social & Behavioral Science Building

Mon - Thurs 7:30 AM - 7:00 PM
Friday 8:30 AM - 1:00 PM
Saturday Closed.

TECHNOLOGY

SECURING YOUR SUCCESS

Introducing Our New Director of Information Security and Compliance

After a national search, ITS has recruited a Director of Information Security and Compliance. Brian Vasquez began his position on April 22, 2024. As a two-time alum, Brian earned his BA in Public Administration and MPA with Cybersecurity Concentration from CSUSB. His prior work experience includes the US Government Accountability Office, Stater Bros. Market, and most recently serving as Assistant VP/Information Security Officer for Citizens Business Bank. Brian will oversee the information security portfolio for CSUSB, including information security operations, identity management, compliance initiatives (ICT review, CIA).



OPERATIONS

PLANNING AN ACADEMIC TRIP WITH STUDENTS SOON?

Experiential learning offers hands-on experiences that engage students in active learning. Field trips allow our students to interact with professionals, explore different environments, and engage in practical activities related to their field of study. Here are some resources that you will need if you are planning to take your class on a trip.



Academic Travel & Field Trips

Guidance and checklists designed to help assure participants' safety and reduce liability.

- [Academic Field Trip Guidelines](#)
- [Transportation Requirements](#)
- [Release of Liability Waiver](#)

Risk Management is here to assist you in your planning efforts to ensure that you and your students have a safe and successful trip.

For more trip planning resources please visit the Risk Management website, contact us at riskmanagement@csusb.edu or call (909)537-3937.

NEW CONSTRUCTION ON CAMPUS THIS SPRING TERM

Construction of the Master of Science in Physician Assistant Program in the Yasuda Center building started in February. This project will extensively renovate the existing Yasuda Center building and includes a small addition. The expanded and renovated Yasuda Center facility will provide a home to the new Master of Science in Physician Assistant degree program launching in the fall of 2025. This new program will be a valued addition to the educational offerings at CSUSB, further advancing our mission of providing the highest quality education to our students and serving the Inland Empire community.

Construction fencing will limit access only to the Yasuda Center. Pedestrian access from Parking Lot A will not be impacted.

Please direct any questions to project manager of Facilities Planning Design and Construction, Kristen McCune at Kristen.mccune@csusb.edu or call (909) 537-3808.



DIVISION EVENTS

LEAN SIX SIGMA PROCESS IMPROVEMENT IS COMING

The Division of Finance, Technology, and Operations (FTO) leadership had the opportunity to experience firsthand the power of the Lean Six Sigma methodology in a one-hour workshop led by members of the FTO Process Improvement & Lean Operation Team (PILOT). The Lean Six Sigma approach is designed to streamline processes and reduce errors to improve efficiency and customer service.



FTO leaders rolled up their sleeves in a hands-on challenge to directly experience the principles of Lean Six Sigma through a production scenario of building Lego models using two contrasting timed-constrained processes. The exercise highlighted the importance of identifying waste, such as wait times and communication gaps, streamlining processes, and focusing on delivering value for customers in an effective manner. The workshop is part of a division-wide initiative to use Lean Six Sigma systematically for process analysis and improvement.

The PILOT group is planning further workshops targeting specific departments within the division in the near future.

If you are interested in participating, please contact Amber Adams at x77538, or Chris Bradney at x74462.

2024 CSUSB BUSINESS CONFERENCE

The Division of Finance, Technology and Operations presented the 2024 CSUSB Business Conference, its annual campus-wide professional development event, on April 12, 2024. Over 140 people attended this day-long conference designed for new hires and longstanding campus members alike to learn about innovations and current business practices directly from the division's department experts. Keynote speaker, Provost Mohamed spoke about the changing landscape of higher education and encouraged all to find new ways to serve our students, faculty, and staff. This year's sessions included topics such as managing procurement requisitions, using the new corporate cards, preparing for an active shooter incident, elevating one's work with the newly available Smartsheets software, and loving audits.



The conference's wide array of sessions provides an opportunity for managers and staff to stay up to date with FTO processes and resources and to upskill in areas immediately applicable to their roles as well as to broaden their knowledge base for their ongoing professional development. FTO is already planning for the 2025 CSUSB Business Conference, which will be held early spring next year.