Administrative Services

ADMINISTRATIVE SERVICES plays a critical role in ensuring stewardship of the university's financial, physical, and human resources. We are engaged in many exciting Initiatives & Activities, including sustainability efforts for our campus and region, the comprehensive Campus Master Plan and enhancing our services. As employees and public stewards, we provide support services that impact learning, teaching, and research. We follow our division's common Mission, Vision, Values and Goals in support of the University's Plan for Excellence IV and believe each Administrative Services employee is an essential part of overall campus operations.

Functional Areas

AUXILIARY SERVICES provide direct and indirect services for Fresno State students. The Auxiliary Corporations are nonprofit public benefit entities organized and operating pursuant to California Education Code Section 89900, et esq., for the purpose of assisting California State University, Fresno in the attainment of its educational mission. Visit http://www.auxiliary.com/ for more information.

FACILTIES MANAGEMENT plans, builds, maintains, renovates, and upgrades the critical physical infrastructure and buildings of the campus. The department includes several service areas. Visit http://www.fresnostate.edu/facilitiesmanagement/ for more information.

- *Facilities Planning* is responsible for designing and building new structures on campus, as well as remodeling and renewing existing spaces.
- *Plant Operations and Grounds* maintain campus facilities and landscaping on a day-to-day basis. They are often the first point-of-contact for any member of the campus community when something needs to be built, modified, or repaired.
- *Utility Management* works to develop and initiate energy-saving programs throughout the campus.

ENVIRONMENTAL HEALTH AND SAFETY AND RISK MANAGEMENT are responsible for maintaining campus compliance with Federal, state, and local environmental regulations, as well as protecting the campus community from injury or illness. Visit http://fresnostate.edu/adminserv/ehsrm/ for more information.

HUMAN RESOURCES administers the campus' employment, payroll, and benefit services as well as our employee assistance, and workers comp programs. Visit http://www.fresnostate.edu/hr/ for more information.

ORGANIZATIONAL DEVELOPMENT improves organizational resilience, capacity and engagement using learning strategies and professional development opportunities designed to support human potential and promote a culture of innovation.
Visit https://adminfinance.fresnostate.edu/hr/orgdev/ for more information.

Administrative Services

PUBLIC SAFETY is committed to providing a safe and secure environment that fosters collaborative partnerships and trusting relationships. The University Police department is divided into two primary service areas. Visit http://www.fresnostate.edu/police/ to learn more about their services.

- *Patrol Operations* is dedicated to maintaining a safe, secure campus 24 hours a day, 7 days a week. In addition, Patrol Operations includes numerous community liaison programs to provide additional training and protection to the community.
- *Traffic Operations* manages traffic flow and parking throughout the campus.

FINANCIAL SERVICES provides vital infrastructure and support to students, employees, and the campus itself. Students utilize Financial Services to pay for tuition and parking and to manage financial aid. For employees, Financial Services handles, among other things, procurement, travel, and invoice processing. Financial Services also provides students, faculty, and staff with the Bulldog Card. Finally, Financial Services handles all general accounting and maintains the University's financial statements. Please visit https://adminfinance.fresnostate.edu/accountingservices/index.html for more information.

PROCUREMENT AND SUPOIRT SERVICES is committed to providing reliable, cost-effective, timely, innovative, high-quality service to the campus community. Please visit https://adminfinance.fresnostate.edu/procurement/index.html to learn more about their services.

OFFICE OF COMPLIANCE AND CIVIL RIGHTS

The Office of Compliance and Civil Rights is committed to supporting a safe, welcoming environment for our Bulldog community. This office addresses all issues of discrimination, harassment or retaliation, and enforces University policies including prohibitions against sexual misconduct, sexual exploitation, dating or domestic violence, and stalking. We are committed to providing supportive resources with compassion and care. Please visit https://occr.fresnostate.edu/index.html

TITLE IX , The Office of Title IX and Clery Compliance monitors and oversees the overall implementation of Title IX compliance. This includes the coordination of training, education, communications, and administration of grievance procedures for faculty, staff, students and other members of the campus community regarding Title IX related issues. The office also oversees gender equity in athletics, including training and education programs and responding to concerns. The office also coordinate compliance with the Clery Act, to disclose campus security policies and crime statistics, and publishes the Annual Security Report. Please visit https://occr.fresnostate.edu/index.html

For more information regarding Administration and Finance Services, please visit: https://adminfinance.fresnostate.edu/index.html