Graduation Initiative  
Monthly Reporting Form  
February & March 2011

Campus: East Bay

Team Leader: Susan Opp

1. What did your team commit to completing during these months? (What did you promise?)

- Communication with the campus community will occur regarding registration for Summer and Fall classes for continuing students through: discussion at a Administrative Assistants Breakfast meeting, discussion at a University Undergraduate Advising Council meeting, and via communiqués sent to faculty, staff and students.
- SSAC will continue to discuss changes to the policies and procedures regarding declarations and changes of majors.
- We will submit an application to participate in the AAC&U symposium on High Impact Practices in June.
- We will plan a campus-wide meeting, possibly in conjunction with a UUAC (University Undergraduate Advising Council) meeting, to present the results of the funded Graduation Initiative projects undertaken by faculty, staff and administrators. The goal will be to communicate and celebrate our wide-spread efforts to improve student access and success.
- SSAC will develop an Advising Action Plan that will indicate advising activities that do or should occur throughout a student’s tenure at CSUEB, from pre-enrollment through graduation. In this plan, we will identify actions needed, responsible parties, benchmarks of success, and timelines for activities designed to improve advising.
- SSAC will continue to discuss the implications and operationalization of SB1440.
- The Math department will offer supplemental instruction, Math 911, in the Spring term to EOP students who are having difficulty passing remedial math.
- Four McNair Scholars will present their research at two conferences (National Conference on Undergraduate Research in New York and the California Association for Behavioral Analysis in San Francisco).

2. What did you do and how will it help?

New Initiatives:
- Our proposal to the AAC&U High Impact Practices symposium in Vermont in June was accepted. We will send a team of 5 administrators and faculty to the symposium to the AAC&U plan how to connect and enhance the HIPs we already have in place and to develop new HIPs that will serve to engage more of our students.

Communication:
- Registration for summer and fall classes will occur simultaneously. This information was conveyed to Department Administrative Assistants at a breakfast meeting, at a meeting of the University Undergraduate Advising Council, and via email messages to the campus community.

Improved Advising:
- SSAC continues to develop an advising action plan to improve advising services for students from pre-enrollment through graduation.
- Due to the recent retirement of the Academic/Career Counselor at the Concord campus, AACE (Academic Advising and Career Education) is providing academic advising and career counseling for Concord students until this vacancy is filled.
- AACE Counselors participated in the Spring Transfer Orientation and offered additional group advising sessions for new students who were unable to attend the orientation.
- AACE collaborated with PEMSA to review and find ways to improve the evaluation and advising process for students, with the intent to – ultimately – make the students’ experience toward graduation a smoother process.
• AACE resumed “Counselor of the Day” to make advising more accessible at the front desk, especially for graduating seniors to ensure that they complete their last required courses.

Enhanced Access and Success:

• The Executive Committee of the Academic Senate agreed to suspend through next year, and consider permanently suspending, a policy that decreased the number of units students could register for during course registration. While this policy was developed to enable more students to get into classes they needed, it inadvertently resulted in students taking reduced course loads, both hurting enrollment and increasing the potential time to graduation. Thus, SSAC recommended suspending the policy and the Senate agreed.

• Student Academic Services sponsors “study tables” in the Pioneer Heights Residence Hall lounge every Sunday to address the areas of math, English and chemistry. Priority is given to EOP students.

• Midterm Progress Reports were requested by all professors who have EOP students that fall under one of the following categories: First-time freshman, enrolled in remedial classes, or on academic probation. 1200 letters were sent. Additionally, learning contracts are given to students who are on probation or who failed a remedial class. EOP Counselors outline steps that each student needs to take in order to be academically successful.

• This quarter, the Math department is offering supplemental instruction, Math 911, to EOP students who are having difficulty passing remedial math.

• Student Academic Services has partnered with AACE and other departments to offer workshops on Counseling/Therapy Options; Spring/Summer Registration; Major and Career Connection; Utilizing CBay; Studying Abroad; and Banking Basics, Credit Cards, Loans, and Identity Theft.

• A new Director for the McNair Scholars Program was appointed. The Program was relocated to the Library Complex – it is now more accessible to students and housed near other TRiO and student success programs.

• The McNair Scholars Program is actively recruiting students for their 2011-12 cohort.

• Four McNair Scholars presented their research at three conferences (National Conference on Undergraduate Research in New York, the APS Physics Conference in Dallas, and the National Association for Chicana and Chicano Studies in Pasadena).

3. What will you accomplish in the next two months?

• We will develop a proposal for a campus fee to support Academic Access, Enhancement and Excellence (A2E2). We will hold forums of faculty and students to seek feedback, answer questions, and explain the purposes of the proposed fee.

• New Director of Academic Advising and Career Education will start on May 2, 2011. A “Meet and Greet” event will be planned for the campus community and students.

• Units within Student Retention Services will actively participate at Welcome Day on April 16, 2011. Staff will facilitate activities, workshops, and promote their programs to new students (freshmen and transfer) and their families.

• The McNair Scholars Program will continue to recruit students for the 2011-12 cohort.

• The CSUEB Student Research Competition contingent will travel to CSU Fresno for the competition, after being recognized at a reception at CSUEB.

• New Peer Mentors for 2011-12 will be recruited from the freshman class and enrolled in peer mentor leadership classes.

• We will request new and renewed freshman cluster proposals from faculty.

• A new Category II campus fee initiative will be presented to faculty and students in wide-reaching forums and focus groups. Feedback will be gathered in an alternative consultation process to inform proposal development. A focus of the fee will be to support improved retention and graduation rates, particularly of underrepresented students, through the development of high impact practices, enhancement of student advising and other services, and support of innovative educational practices.

• We will learn who our new Interim University President will be.