Graduation Initiative
Reporting Form
February – March 2014

Campus: East Bay

Team Leader: Susan Opp

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

- The EAB Student Success Collaborative kickoff will be held on campus on February 25, 2014, to introduce advisors and faculty from the pilot groups (Physics, Theatre and Dance, and Business), as well as key administrators and staff, to the collaborative, and to the work that will be performed to produce the advising tool.
- A revised prerequisite enforcement policy will be developed which provides a workable timeline to allow faculty to revise prerequisites and to provide ample advance warning to students.
- Five transfer students, three of whom come from the GANAS (Gaining Access ‘N Academic Success) program, have been selected to participate in spring term peer mentor leadership training.
- 60 freshmen from the 90+ students who applied -will participate in spring term leadership training to become 2014-15 cohort of peer mentors.
- The Peer Mentor Office personnel, the director, coordinator, and senior student staff member, will participate in the First Year Experience conference in February with their focus on learning more about how other peer mentor programs operate at other universities. They will be looking for best practices and assessment strategies for programs similar to our own.
- Planning will begin for prospective freshman advising sessions to start in early May, including taking an advising team to Southern California, to work with admitted students who have submitted their Student Intent to Register by the May 1 priority deadline.
- The GANAS Program staff will attend and present at the following events: Mission College Puente Program Career Panel on February 12th, Puente Statewide Office SoCal Regional Training on February 20-21st, campus visit from College of San Mateo Puente Program on March 5th, campus visit from Ohlone College on March 14th, and the Latina Leadership Network (LLN) Conference on March 28-29th. Additionally, the GANAS Coordinator will attend the American Association for Hispanics in Higher Education (AAHHE) Conference on March 6-8th.
- The GANAS Coordinator will work with both the Biology and General Studies departments to enroll students in both Spring quarter GANAS classes. They will enroll in BIO 3065 (Humans and Sex) and GS 3013 (Transfer Success Seminar).
- With the focus of the GANAS Transfer Success Seminar on Career Development, collaboration will continue through the end of Winter quarter with career counselors from the AACE office to provide accurate and useful tools for the students.
- GANAS Fall 2014 applications received by the priority deadline of March 2nd will be reviewed and evaluated for admission to the program.
- Counseling and tutoring will remain primary services provided by EXCEL.
- EXCEL will work on the 2014 EXCEL Graduation Ceremony.
- A new Veteran Counselor will be hired who will assist EXCEL Director in planning one-on-one and campus-wide services for veteran students.
- EXCEL will enhance its existing data collection system to include student veterans and keep a record of all student achievements and awards.
- Mid Term Progress Reports will be sent to faculty and then returned to be reviewed by EOP Counselors.
- Student Academic Services (SAS) will participate in: outreach events to high schools students; Contra Costa College EOPS Advisory Board in March; Explore the Bay Field trip for Renaissance Scholars.
and STAR participants; and recruiting and hiring of student assistants and EOP peer mentors for the next academic year.

- AACE will begin preparing for the next “handoff” of first-year students from GE advising to AACE advising.
- AACE will continue to make contact with 2009 freshman cohort students in an effort to assist them in planning direct paths toward graduation in a timely manner.
- AACE will further refine the effort to offer paid internships to students, funded through A2E2 money, for work on-campus that includes a learning component.
- AACE will begin planning for another “May is Advising Month” effort. This program encourages students to visit their faculty advisor and to see an AACE counselor.

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

*New Initiatives:*

- The EAB Student Success Collaborative kickoff was held on campus to introduce advisors and faculty from the pilot groups (Physics, Theatre and Dance, and Business programs), as well as key administrators and staff, to the collaborative, and to the work that will be performed to produce the advising tool. EAB has been loading 10 years of CSUEB student enrollment data for analysis and verification for the pilot programs.

- The A2E2 Advisory Committee sent out an RFP for EIRA (Enhanced Instructionally Related Activities) and ECL (Enhanced Course Learning) proposals from faculty to use student success fee funds in 2014-15 for in-classroom and out-of-classroom learning enhancements.

- An RFP was sent to the campus community for new University-Wide Activities and Programs (UAP) to be funded by the A2E2 student success fee. UAP proposals will be evaluated by a subcommittee of the Student Success and Assessment Committee (SSAC). UAP is intended to support permanent programs that have demonstrated ability to improve student retention and graduation and/or reduce the achievement gap. Currently funded programs include GANAS, Peer Mentor Services, college-based student service centers, library resources and expanded hours, student research activities, and student internships.

- A revised prerequisite enforcement policy was developed to provide a more workable timeline to allow faculty to revise prerequisites and to provide ample advance warning to students, but the proposal has not made it onto the Academic Senate agenda due to delays in the Executive Committee.

- GANAS (Gaining Access 'N Academic Success) presentations were made at Mission College Puente Program Career Panel, Puente Statewide Office SoCal Regional Training, campus visit from College of San Mateo, Ohlone College Puente Programs, and the Latina Leadership Network (LLN) Conference, to bring awareness of the challenges that transfer students are facing in their efforts to remain at and graduate from a four-year university. These presentations highlighted the unique efforts that CSUEB has put forth in addressing these challenges, in particular with the GANAS Program. Attending the American Association of Hispanics in Higher Education (AAHHE) Conference was helpful in learning what strategies and interventions are in place at other institutions to serve, retain and graduate Latino students and to bring back best practices and strategies to implement with GANAS.

- The GANAS Coordinator was part of the planning committee for events taking place in the month of April to celebrate Latino Heritage. With the CSUEB Diversity Center and Associated Students, Inc. (ASI), the committee has planned several events for students and staff to celebrate.

- Peer Mentor Services staff joined the Senior Director of General Education and Undergraduate Studies at the annual First Year Experience conference in San Diego, CA. The team returned to campus with ideas for ways to easily track contacts with students to measure the breadth of impact the mentors have, ideas for supporting the mentors, and, in general, realized that the program at East Bay was among those that offered the most extensive training for mentors and was a program that
maintained more direct contact and sponsored more academic activities with their mentees than at most other programs we heard about. As a result, the team has begun to plan a workshop to submit for the FYE conference in 2015 to share our outstanding successes.

**Improved Advising:**

- Six “early advising” sessions for incoming freshmen have been scheduled as a lead up to Freshman Orientations that will start in June. Most early advising sessions will take place at one of the East Bay campuses, while one weekend in early May will be spent in southern California to offer early advising opportunities to the students who live farther away. These early advising sessions will include parents in the workshops so that they have an opportunity to learn more about our freshman learning community program with their students. Students will rank their preferences for learning communities. The early advising sessions will also include representatives from Housing and Financial Aid offices to provide a one-stop personal response to questions from prospective students and their families.

- EOP student midterm progress reports were requested of 784 instructor/course combinations, with 424 returned (a 54% return rate). Of the returned reports, 57% indicated the students would pass, 10% indicated the students were borderline for passing, 31% indicated students might fail, and 3% were unsure. Students were advised and received tutoring support.

- The STAR Program (a Chancellor’s Office funded summer bridge extension program) held weekly seminars on navigating college culture, conflict resolution, and retention strategies; provided tutoring in math and reading comprehension; and awarded students points based on involvement in different activities such as meeting with faculty during office hours, attending a diversity center event, or maintaining a good GPA.

- AACE organized a series of “Up to AACE” events specifically for current freshmen students, to acculturate them to academic advising in our center. Twenty-two sections of the General Studies course have agreed to participate, beginning the last week of April. This softens the “handoff” of first-year students from GE advising to AACE advising.

- AACE has worked with the College Service Centers to plan events during our upcoming “May is Advising Month” effort. Departments around the Hayward campus have agreed to help distribute our “May is Advising Month” fortune cookies, beginning May 1. Seven different fortunes encourage students to visit their faculty advisors, their College Service Center, and AACE.

- AACE began reaching out to 2010 freshman cohort students, in an effort to get an early start on encouraging these students to work on personal “roadmaps” to ensure graduation in a reasonable time; funds for this effort come from the Chancellor’s Office retention and graduation grants.

**Enhanced Access and Success:**

- In late March, 60 freshmen and 5 transfer students were enrolled in GS 2500, “Peer Mentoring Practicum”, a leadership skills class for peer mentors. This is the last screening for students wishing to serve as peer mentors in the coming academic year. The practicum offers intensive work on active listening skills, assertive message development, contact statements (rather than advice giving), goal setting, and other skills needed to be an effective mentor. At the end of the term, successful candidates will be selected to join the Peer Mentor class of AY 2014-15.

- Chabot College held their 16th Annual Puente Breakfast at CSUEB on March 7, 2014. GANAS was asked to support the event by inviting GANAS students to attend and share their transfer experiences with the Puente community college students and other attendees. At the event, GANAS was honored with a Recognition Award for the program’s efforts in creating a pipeline for community college students to CSUEB.

- GANAS closed its second quarter of the program with students completing Ethnic Studies 3230, Oral Traditions, in which oral presentations were made by the GANAS students, telling the story of an individual that migrated from outside of the United States. GANAS staff were invited to attend the
presentations and discovered how connected students became to their own histories and family storytelling.

• The GANAS Coordinator and Program Lead met with the ASI President to discuss support and resources for AB540 students on campus. As one of only a few programs that are able to serve AB540 students, it is important for GANAS to keep abreast of campus and community advocates and activities.

• The GANAS Coordinator participated in the African American Student Initiative Committee meetings primarily to share information and best practices from GANAS, and also to support efforts to improve services to an at-risk population. Further collaboration is expected as the group develops and plans how they will best serve the African American student population at CSUEB.

• Collaboration between GANAS and the Career Counselors in the AACE office helped to provide effective career development workshops for the GANAS Seminar course participants during Winter quarter.

• Students in the EXCEL program received counseling (academic, scholarships and financial literacy, career, applying to graduation school, personal, referrals) during over 500 one-on-one contacts, via email and phone. In addition, EXCEL provided 400 tutoring sessions and 180 participants visited the EXCEL student lab. There are currently 352 active EXCEL students, of which 63% are both first-generation and low income, and 15% are students with disabilities. Individual EXCEL student successes include students who: were hired to work on CSUEB faculty research projects; were admitted to graduate schools including Columbia University and USF/UOP Law school; received internships, found employment or started their own businesses; won first place in the Vocal and Opera singing competition hosted by the CSUEB Music Department; received a William R. Casey $1200 scholarship; were elected into leadership roles including the Nursing Student Association President and President of a sorority; were selected as panelists on the Industry Job Panel on allied health and biotech careers at CSUEB; are now employed as: Student Services Advisor (CSUEB), HR Assistant (UC Berkeley), Computer Systems Analyst (Stanford University), Consumer Banking Representative (Bank of Hawaii), Seller (Amazon.com), Program Support for Office of Process Improvement (VA, Palo Alto Healthcare System).

• The staff of Student Academic Services held a two day Professional Development retreat to discuss and clarify best practices, establish goals/objectives for work with students, and establish benchmarks for achieving goals/objectives.

• Alison Richardson, Director of Student Academic Services, attended the Contra Costa College EOPS Advisory board meeting to discuss creating a partnership and pipeline for students interested in transferring to CSUEB.

• Recruitment for 2014-15 EOP peer mentors, student assistants, tutors and summer bridge peer mentors began in March.

• After four EOP outreach presentations were made to high school students and two presentations were made for transfer students, over 3000 prospective EOP students submitted applications for AY 2014-15, admit letters were sent to prospective freshmen (495) and transfers (97).

• Renaissance Scholars were: provided with book vouchers for spring quarter; invited to meet with the new Renaissance Scholars Coordinator over coffee or lunch to build relationships and talk about their experience in the program; and provided with basic necessities for the start of the quarter (such as school supplies, detergent, toiletries, etc.) by the Spring Basic Necessity Shopping.

3. **What will you accomplish in the next two months? (April - May 2014)**

• The EAB Student Success Collaborative will continue to pull CSUEB student enrollment data and will produce the first analyses of student risk factors for faculty to verify in late spring.

• Consultants will be brought on campus to evaluate the business processes and tools involved with admitting, enrolling, evaluating transcripts, advising and graduating students from CSUEB with the
goal of producing a report by June 1 summarizing alternatives for improvements that will increase student success.

• The A2E2 Advisory Committee (consisting of 5 faculty and 5 students) will evaluate proposals for Enhanced Instructionally Related Activities (EIRA) and for Enhanced Course Learning (ECL) for 2014-15 and will make recommendations for programs/activities to be funded with A2E2 student success fees.

• The UAP subcommittee of SSAC will evaluate proposals for University-Wide Activities and Programs and will make recommendations for permanent activities to be funded with A2E2 student success fees.

• The GANAS Program coordinator will host and present to the following groups visiting campus: West Valley Puente Program on April 11, Skyline College TRiO Program on April 11th, LA Trade Tech Puente Program on April 18, East LA Community College Puente Program on April 18, and Mt. San Jacinto College Puente Program on April 26.

• The GANAS Coordinator will attend the Puente Projects of Hayward “Grape Juice and Cheese” Event in April to network with community college and high school Puente students and promote the campus and GANAS program to community professionals and to potential CSUEB students.

• Innovative new student success programs and projects such as GANAS and the Center for Student Research will be highlighted in the Week of Scholarship, April 22-24.

• CSUEB will hold Welcome Day on Saturday, April 26, for students (and their families) accepted for AY 2014-15 to provide information and assistance. GANAS, EOP, and other programs will assist students and families.

• The EXCEL Program will continue providing counseling and tutoring for its students. It also plans to offer three workshops on writing a personal statement, scholarships and resume writing.

• Implementation of veteran counseling will be a focus of activities during April and May. The Program Director will apply for additional funding to add veterans peer-mentoring component and create a veteran students center in 2015-16.

• EXCEL End of the Year Graduation Ceremony is planned for June 13, 2014. The EXCEL staff will plan and coordinate all activities to make it a successful event.

• EOP Workshops for spring quarter will include: Community College: how to take classes over the summer; and summer and fall registration workshops.

• The Peer Mentor Services Program will begin to plan for their end-of-the-year banquet where this year’s peer mentors will share their successes and challenges of the year and peer mentors from other years will report on the long-term effects of the program on their academic careers.

• Peer Mentor Services Program staff will make a determination of which 10 peer mentors from this year’s group will be invited to participate in the Academic and Cultural Exchange with students from Fukuoka Institute of Technology in August and September, 2014, in Hayward, CA and in Fukuoka, Japan.

• Early Advising sessions for incoming freshmen will start Saturday, May 3 at the Hayward campus and continue each weekend (except for graduation weekend) before freshman orientation sessions begin at the end of June with the goal of reducing the number of students needing advising during orientation to allow them to focus on other orientation activities.

• New and renewed proposals from faculty for freshman learning communities (with encouragement to design them around “wicked problems” and freshman research projects) will be submitted to the General Education Subcommittee of CSUEB’s Academic Senate for approval for 2014-2017.

• AACE will begin holding our “Up to AACE” events for freshman students.

• AACE will hold our Spring Career Fair outdoors for the first time in several years; we anticipate a larger number of interested employers than can be accommodated in indoor facilities on the Hayward campus. We are also planning a smaller end-of-year career fair on the Concord campus, to be primarily focused on health care careers.
• AACE will hold “May is Advising Month,” during which they will encourage students to visit their faculty advisors. AACE will also organize a “Day of the Advisor” event to bring faculty advisors together to be congratulated for the work that they do with students.

• AACE will begin planning for “Career University 2014,” a series of job skill workshops offered during the summer for new graduates who had not fully prepared themselves for a job search or graduate school.