

California State University, Fullerton
Student Success Initiative Student Fee Advisory Committee
Minutes
Friday, September 15, 2017 from 11:30 a.m. - 1:00 p.m.
Juniper 150 - Housing and Residential Engagement

- Present:** Laila Dadabhoy (Co-chair), Dr. Berenecea J. Eanes (Co-chair), Dr. Elizabeth Boretz, Michael Gandara, Karina Hernandez, Pearl Boelter (for Dr. Ali Izadian), Celine Moubayed, Ariana Williams
- Guests:** Patricia Alvarado (for Victor Delgado), Jennifer Baldaray (for Victor Delgado), Yessica De La Torre, Amir Dabirian (for Berhanu Tadesse), Dr. Clem Guthro, Dr. Joy Hoffman, Raymond Juanico, Jennifer Mojarro, Ivan Mungia (for Alyssa Adamson), Lin Nguyen, Summer Rivera, Tom Thompson, Dr. Vincent Vigil (for self and Alisa Flowers), Catherine Ward, Dr. Rochelle Woods, Dr. Elizabeth Zavala-Acevez

I. Called to Order

Meeting was called to order at 11:37 a.m. Dr. Eanes welcomed the committee and asked committee members to introduce themselves.

II. Overview of the Student Success Initiative (SSI)

Dr. Eanes reviewed the purpose and history of the SSI fee. Committee reviewed the fee allocations that were established based on what students asked for and voted for when the fee was established. Dr. Eanes shared that many campus wide meetings were held and various assessments were conducted to gather students' opinions before moving the fee forward in order to appropriately capture what students wanted the fee to support. Each of the sections that are receiving support from the SSI fee present at the Student Success Initiative Fee Advisory Committee (SSIFAC) meetings, sharing what they have accomplished. The accomplishments and overall progress that is being made with SSI support can be found on the SSI website. The SSI website also has fee history, purpose, allocations, budgets, and the reports that are shared with SSIFAC. Dr. Eanes shared the SSI website and asked committee members to promote the website to the campus community.

III. Purpose and Role of the Student Success Initiative Fee Advisory Committee

Dr. Eanes reminded the committee of the importance of accountability and continuing the conversation around the SSI fee with the campus community. SSIFAC was established for that reason, to continue the conversation with the students and the campus community and to make sure funds are being spent in the best way possible that supports student success. The role of the SSIFAC members is to educate themselves on the content, share it back with the campus community, and bring back questions and needs from the campus community.

IV. Presentation and Reporting Format

Dr. Eanes reviewed the tentative presentation and meeting schedule. In the first and last meeting, all section leads present progress and accomplishments. For the second meeting, only half of the section leads present and for the third meeting, the other half of the

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section leads present. This split in the second and third meeting was made by SSIFAC a few years ago in order to allocate more time to the section leads to present and share all of the progress being made with SSI support. Dr. Eanes shared that if any adjustments needed to be made to the presentation schedule, section leads should contact Yessica De La Torre as soon as possible.

V. Approval of Minutes: April 14, 2017

Co-chairs asked committee to review the last meeting minutes once more. Co-chairs reminded committee that meeting minutes from previous meetings will be sent at least a week prior to every meeting in order to give committee enough time to review. Minutes for April 14, 2017 were approved unanimously as written.

VI. Fall 2017 SSI Funds collected- Raymond Juanico

Raymond Juanico introduced himself and shared the role of his office and his role with SSI. Raymond provides SSIFAC and section leads the most up to date budget information for the SSI fee, as well as the financial reports provided at each committee meeting. Raymond reviewed the fee projections and shared that a little over 15 million dollars is projected for the 2017-2018 academic year. Raymond reviewed the percent that each of the seven sections receives and the dollar amount each section is projected to receive for the 2017-2018 year. The section that receives the most funds is supporting academic progress, which for the 2017-2018 academic year, is about 2.3 million dollars. Raymond explained what the carry forward is and shared how much carryforward was available for each department to spend. The carryforward also including any funds being saved for capital projects. A capital project has to do with facilities and can include building a new space or remodeling a space such as the titan stadium scoreboard that was purchased, the classroom upgrades, and the ongoing space renovations. Raymond explained that providing the dollar amount for these different line items provides full transparency to the committee and campus community. This budget information is shared with the committee and on the SSI website.

VII. Plan/Q1 for 2017-2018 Academic Year Presentations

A. Improve Your Instructional Experience and Access Upgraded Technology
Vice President Dabirian presented on behalf of Berhanu Tadesse. Vice President Dabirian thanked the committee and shared that IT is doing great things with the SSI funding. Some accomplishments include the upgraded classroom technology that was needed immediately. IT invested in immediate renovations as compared to the proposed 6-year completion. Vice President Dabirian shared that all sorts of technology were upgraded in almost 99% of classrooms at this time, with plans to continue renovating the rest and maintaining the classroom renovations. For example, humanities classrooms have new projectors so the screen is much brighter and easier to read. IT has also used SSI fund to purchase contracts with various software packages for students to use free of charge. Some of this software includes

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Microsoft, Adobe, and one of the newest being the Grammarly software. Vice President Dabirian shared that about 3000 students have already downloaded grammarly since its launch and around 26 million words have been checked since the beginning of the semester. The committee discussed the importance of sharing this information with students.

Vice President Dabirian also shared that the WIFI has over 20,000 devices on the network at any given time on campus. Around 7.5G was peaked by the second week of the semester. Thanks to SSI, IT has been able to upgrade the WIFI capacity tremendously and increase the bandwidth to almost double. However, IT plans to continue increasing network capabilities. Vice President Dabirian also shared that the second most visited site is Netflix.

Last, the 24/7 IT Helpdesk is has provided great support to campus community, with most of its calls coming between 12:00 -2:00 a.m. The IT Helpdesk is now offering support through text. Vice President Dabirian shared that around 250-300 more laptops will be added to the laptop checkout. Students will also be able to check out portable chargers very soon and a makerspace is being created in the library, which will be available to all students.

Committee asked how the software is advertised. Vice President Dabirian shared that at the beginning of the semester, there was a message on students' portal, informing students of the new software. Co-chair Laila Dadabhoj suggested to have a similar push before midterms and finals, in order to promote the new software to students.

B. Supplemental Instruction & Learning Communities

Dr. Rochelle Woods, Jennifer Baldaray, and Patricia Alvarado presented on Supplemental Instruction (SI) and the learning communities. Dr. Woods passed around a list of all the SI classes that have been offered with the support of the SSI fee. Dr. Woods shared that the SI program is one of the largest programs on campus and that the program has been on campus for 10 years. New staff members have been hired to support the growing program and training has been provided to all student staff.

Patricia Alvarado shared that for the summer 2017, there were about 87 Summer Bridgers and multiple UNIV 100 sections were opened specifically for Summer Bridgers. This required the creation of a different curriculum; the new curriculum allowed students to explore their identity and skills that can assist their success. Patricia shared that they are looking into ways to make the Global Titans Experience more affordable for students. Patricia also shared that the Transfer Learning Community was created and workshops focus around graduate school and networking.

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Jennifer Baldaray shared that the peer mentors have been hired and trained to support students for the 2017-2018 academic year. There is a total of 5 peer mentors. Collaboration efforts with FYE and peer mentors have been embedded into the UNIV 100 course and all peer mentors will be CRLA certified.

C. Expand Academic Advising

Dr. Elizabeth Boretz presented on behalf of Dr. Pamella Oliver. Dr. Boretz shared that academic advising has come a long way and continues grow in its effort to support student success. During the summer, the Retention Specialists contacted a total of 1,741 continuing students who had not yet registered for the fall semester and were able to help 31% of those students register. During the last orientation, Academic Advising staff is able to capture who signing up for what classes and therefore help students sign up for what they need, instead of taking classes that would cover the same GE area. This makes better use of students' class schedule and opens up more seats to other students who need the class. GI 2025 is a high priority at this time and staff is preparing for the full launch of the Titan Degree Planner. Dr. Boretz shared that Academic Advising is creating workshops and trainings specifically for faculty with the hopes of further engaging faculty with the academic advising community.

D. Improve Course Availability

Ivan Munguia presented on behalf of Alyssa Adamson. Dr. Eanes shared some history and the importance of this section. This section was created specifically to increase the number of sections being offered in courses that are considered “bottleneck” courses or have long waitlists. Ivan shared that for the 2017-2018 academic year, the goal is to provide a total of 106 additional sections, with 53 in Fall 2017 and 53 in Spring 2018. Final numbers for the fall should be available by the next meeting.

E. Expand Library Hours

Dr. Clem Guthro shared that access to the library has increased with the help of SSI, allowing the library to be open as early as 6:30 a.m. year-round. CSUF has one of the most robust summer programs out of all the CSU's, therefore the library hours were also extended in the summer to better serve the needs of students taking summer courses. The library is also open late at night and has a 24/7-hour period around finals, which requires a student ID to enter after a certain time. Dr. Guthro shared that keeping the library open during these times requires staff and security. The SSI fee also supports the library in hiring staff, security, and maintenance to be able to keep the library open for the extended hours. Irvine campus library also has received extended hours. Dr. Guthro shared that the south side of the library is scheduled to be open soon, however there is still paperwork and contracts being processed.

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The committee asked why IDs are not required during orientation being that they are required to visit the library after a certain time. Co-chair Laila Dadabhoy shared that she will speak with someone about integrating this in orientation or at least making sure that this information is clear. Dr. Guthro shared that there have been no issues with the ID check so far.

F. Career Center

Dr. Elizabeth Zavala-Acevez shared that most of the SSI funding goes to support the increase in staff at the Career Center in order to support the Career Centers efforts and programs. Staff have increased outreach efforts to students and as a result student utilization and engagement has increased in various areas. Multiple programs such as the Titan Job Show Program are supported by SSI. Other outreach efforts include staffing the colleges and Student Success Centers as well as the new Titan Ambassadors “hut” which is planned to launch this fall. The Titan Ambassadors will be posted around campus and provide different career related services to students. An online appointment system is also being tested and the Career Center hours have been extended because of SSI. Dr. Zavala-Acevez shared that the Career Center was recognized nationally at the National Association of Colleges and Employers.

Committee asked about marketing for the online appointment system. Dr. Zavala-Acevez shared that the system is still being tested, but when it is ready to launch, the Career Center anticipates to promote the new service through its center, through titan connection, the weekly newsletter, special media campaign, and various other outlets. Dr. Zavala-Acevez also shared that they are looking into making the Titan Connection database an opt out service; it is currently an opt in.

G. Center for Internships and Community Engagement (CICE)

Dawn Macy shared that CICE continues to provide opportunities that have a tremendous impact on students and their experience at CSUF. Multiple study abroad opportunities were held during the summer. One opportunity in South Africa visited a lion sanctuary. Students working at the camp decided, on their own, that they would adopt a lion cub for the year. Another experience placed students in quarters where slaves were held and was followed by discussion on social justice. Dawn shared that these are just two examples of the unique and impacting experiences students are receiving as a result of SSI support to CICE. More information of these experiences can be found on the CICE website, Also, some experiences are recognized on partnering organizations’ websites. Dawn also shared that one full time staff position is no longer funded, however the staff member left such a great infrastructure that two graduate assistants are able to run the program.

H. Athletics Support and Facilities

Summer Rivera shared that student scholarships are funded with SSI support and that graduate assistants are also funded to support various part of athletics. Some of the

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graduate assistants work with student athletes to make sure that they are healthy and are receiving the appropriate care and support. Summer also shared that some funds are being saved to rebuild and revamp the baseball and softball fields. This is an area that brings in a lot of support to CSUF and since its establishment, very little if any, renovations have been done to the baseball and softball fields. Summer shared that the space does not support the current capacity of either team and its staff. Dr. Eanes shared that the shower is ridiculously small, comparing it to half the size of the meeting room. Summer shared that they are working with an architect and hope to start making some improvements soon.

I. Alumni Student Services

Justin Gerboc was scheduled to present on behalf of Diana Fisher, but due to some miscommunication, was not able to present. Shortly after the meeting, Justin provided the following information to be shared with committee via email: As an update to the slide, the staff vacancy has been filled. The new staff member will be starting in early October. One item not on the slide is the outreach done during Transfer Student Orientation this year, where alumni greeted transfer students as they were wrapping up their day on campus. The video clip was produced by students with SSI funds and under the supervision of University Strategic Communications. In the video, the beach cleanup that is featured was an SSI sponsored program bringing alumni and students together to do community service in Orange County with Coastal Angels, an alumni run organization. This is only one of three videos that were produced to help showcase the outstanding people who are our Titan alumni. These videos will be shared through various channels, including on the digital wall (also supported by SSI) in the Alumni Lounge of the TSU. Link to video: <http://bit.ly/2ymA8F3>

J. Veteran Resource Center (VRC)

Catherine Ward highlighted some of the progress that took place in the summer as well as the plan for the year. Catherine explained the role that transition plays in a student Veteran and emphasized the importance of being mindful of this. Transition is not just transitioning from the military to one's previous lifestyle but also, for many student Veterans, transition also includes transitioning from the community college to CSUF. For this reason, the VRC is committed to using the transition theory in its programming. The VRC is currently working with 4 different schools to provide educational access events during the Fall semester. Wellness programs and community building for student Veterans are ongoing. Matthew Pugh shared as a participant in the programs offered by the VRC, he believes that these programs provide student Veterans a variety of experiences in preparation for graduation. Student Veterans may have an easier time finding jobs because the opportunities provided by the VRC cover topics such as professional attire, family balance, and how to balance and succeed in other life skills and responsibilities. Catherine shared that the VRC is planning to move into a new space that will better serve students. Dr.

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Eanes shared that during her first year at CSUF the VRC was located in the WoMens Center; this relocation is a much-needed move.

K. Disability Support Services (DSS)

Tom Thompson shared that two counselors are directly supported through SSI funds. These two counselors support around 650 students; the caseload for each counselor varies. Counseling courses being offered to DSS students seem to be making big impacts on students as well. More recently, DSS is collecting student testimonials for social change. This consists of student focus groups meant to capture the student experience. DSS collaborates with various departments such as the Career Center, housing and Residential Engagement, Guardian Scholars, Abrego Scholars, CICE, and faculty. There is a lot of policy work that DSS is responsible for. DSS is responsible for sharing those policies and needs with employers and campus opportunities in order to best serve and work with DSS students.

L. Diversity Education Initiatives

Dr. Joy Hoffman shared that most of the SSI support serves to staff the centers with student assistants and some full-time staff. Having students leads and staff during the summer has allowed Diversity Initiatives and Resource Centers (DIRC) to plan the fall with time and market appropriately. Having a set plan for the semester allows full time staff to unexpected and programming around worldwide events. For example, programming around DACA is a high need at this time and is being accomplished because of the appropriate staff support. DIRC also refurbished student areas and plan to continue to refurbish student areas, such as the LGBT Resource Center.

Dr. Vincent Vigil presented on behalf of Alisa Flowers. The WoMen's and Adult Re-entry Center continues to use SSI funds to support full time staff and student staff in the center. Student staff has been trained and are prepared to support and provide bystander intervention training to campus community, beginning with the UNIV 100 courses. October is domestic violence prevention month; please encourage students, staff, and faculty to attend events throughout the month.

Dr. Vigil shared updates related to Student Life and Leadership. The Fraternity and Sorority Life President's retreat and training was held over the summer, with the intent to build community among these organizations. Student leaders not only interact with each other, but they are trained to recognize who they are as leader and their role in our campus community. Dr. Vigil also shared that Discoverfest had 208 organizations participate and over 1,700 Discoverfest bags handed out during the event.

VIII. SSI Marketing Plan

Co-chair Laila Dadabhoj shared that she plans to work with SSI section leads and ASI to develop a strategic marketing campaign. Dr. Eanes shared that students in the committee

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along with ASI leaders should meet to discuss ways to market SSI. Yessica De La Torre will schedule a lunch meeting for students to discuss.

IX. For the Goof od the Order

Dr. Eanes reminded SSI leads that if they needed any SSI marketing materials, please reach out to Yessica De La Torre.

X. Adjournment

Meeting was adjourned at 1:01 p.m.