

Ancillary Unit Annual Report

Deadline: October 30, 2020

This report is required by [FAM 105.4 \(FSD 87-17.R6\) -- POLICY GUIDELINES FOR THE FORMATION AND REVIEW OF INSTITUTES AND CENTERS](#). The report is due by October 30th this year. **Please make sure to sign and forward scanned signed copies of the report. Thank you.

Basic Information	
Ancillary Unit's name	Center for the Study of Correctional Education
Director(s)	Dr. Alexandra J. Cavallaro (Director); Dr. Vanessa Ovalle Perez (Assistant Director)
Administrator to whom the unit reports	Dr. Rueyling Chuang, Dean, College of Arts and Letters
Purpose and current goals (as approved by Faculty Senate)	<p>The CSCE's purpose is to encourage the professionalization of California correctional education through a University-based Center for the Study of Correctional Education, capable of providing:</p> <ul style="list-style-type: none"> A. Teacher preparation and in-service programs, B. Research facilitation, coordination, and timely reports on targeted topics, and C. Relevant support services, <p>tailored specifically to meet emerging needs identified by the correctional education community in the CSUSB service area.</p>

Advisory Board	
Member	Affiliation
Dr. Vanessa Ovalle Perez	Assistant Professor, English
Dr. Annika Anderson	Sociology; Director, Project Rebound
Dr. Kaity Creasy	Assistant Professor, Philosophy
Dr. John Reitzel	Associate Professor, Criminal Justice

Activities during previous academic year (2019 -2020)		
Activity (please describe)	Funds spent	Goal advanced (and extent)
CSCE Internship Program	\$0	<p>During the 2019-2020 academic year, the CSCE supported internships for three English students (two graduate students and one undergraduate). Interns assisted with the transcription of interviews and the coding of data for a new research project that examines the literacy practices of queer and trans incarcerated people. Preliminary results from this research were presented at the Conference on Community Writing in October 2019 and the Conference on College Composition and Communication in March 2020 (online).</p> <p>This work advances goal B, to facilitate and coordinate research.</p>
Inside Out college-in-prison program development	\$0	<p>Since attending the Inside Out Instructor Training Institute, Dr. Cavallaro has partnered with Pitzer College to work on offering an Inside Out course at the California Rehabilitation Center. Since beginning this partnership, Dr. Cavallaro has secured permission to offer an Inside Out course at the CRC from the prison administration and has worked with CSUSB offices (admissions, financial aid, Office of the Provost, etc.) to figure out the logistics in order to enroll incarcerated students. With the guidance of Monir Ahmed, we will be enrolling incarcerated students who already qualify for a tuition waiver. The next step is to</p>

		<p>coordinate enrollment logistics with the College of Extended and Global Education. Due to the COVID-19 pandemic, conversations were put on hold temporarily regarding this project since most in-prison programming was suspended.</p> <p>This advances goal A, to provide in-prison programs.</p>
Prison Education Project	\$1200 (from OCE Grant)	<p>In fall 2019, Dr. Cavallaro and Dr. Ovalle Perez taught a course at the California Rehabilitation Center with three English student interns in partnership with the Prison Education Project, a program that coordinates educational workshops in local state prisons. Spring 2020's course at the CRC met only once before being canceled due to the COVID-19 pandemic. Fall 2020's course (with two English student interns) will run via Zoom at the Prototypes Rehabilitation Facility. The OCE grant paid for books, notebooks, pens, and photocopies for incarcerated students.</p> <p>This advances goal A, to provide in-prison programs.</p>
Speaker (Ernst Fenelon Jr., Senior Programs Coordinator, Prison Education Project)	\$200 (from OCE Grant)	<p>In order to promote our partnership with the Prison Education Project, Ernst Fenelon Jr. gave a talk on his experiences as a formerly incarcerated person and on the transformative potential of prison education (November 2019). The OCE grant paid for Fenelon's honorarium.</p> <p>This advances goal A, to provide in-prison programs.</p>

CCCC Prison Literacies Workshop	\$0	<p>Dr. Cavallaro co-facilitated the workshop “Where Inside and Outside Meet: Naming our Commonplaces in Prison-Based Teaching and Research” for the Teaching in Prison: Pedagogy, Research and Literacies Collective at the Conference on College Composition and Communication in Milwaukee, WI (March 2020, online).</p> <p>This advances goal C, to provide relevant support services for prison educators.</p>
California Reentry and Enrichment Grant Program	\$0	<p>In collaboration with Drs. Julie Taylor and Brian Heisterkamp, we submitted a \$500,000 grant application to offer workshops on gender identity, mindfulness, and workplace readiness for the CA Department of Corrections in August 2020. While this grant was <i>not</i> funded, we continue to look for other grant opportunities.</p>

Use of funds				
	Internal funds		External funds	
	Previous academic year	Current academic year (projected)	Previous academic year	Current academic year (projected)
A. Salaries	\$0	\$0	\$0	\$0
B. Assigned time	\$4,600**	\$0	\$0	\$0
C. Telephone/fax	\$0	\$0	\$0	\$0
D. Office supplies	\$0	\$0	\$0	\$0
E. Other	\$2,000*	\$0	\$0	\$0
Total	\$6,600	\$0	\$0	\$0

On a separate sheet, please itemize A., B., and E.

* These funds came from a grant provided by the Office of Community Engagement at CSUSB. Funds paid for books, notebooks, pens, and photocopies for incarcerated students.

**These funds came from CEAT grant for exceptional service to students. Please also describe planned activities for the current academic year:

1. Continue Prison Education Project (PEP) programs
 - a. In fall 2020, Dr. Cavallaro will co-teach a PEP course (“Reading, Writing, and Rising Together”) at the Prototypes Rehabilitation Facility with Dr. Vanessa Ovalle Perez and two interns (one undergraduate and one graduate).
 - b. In spring 2020, Dr. Cavallaro will teach the first credit-bearing course for this program (ENG 5140). These courses will be offered via Zoom at the Prototypes Rehabilitation Facility and, possibly, in Partnership with the Scottish Prison Service.
2. Continue with development of an Inside Out program with Pitzer College
 - a. Dr. Cavallaro is continuing to work with Pitzer College to establish an Inside Out Program at the California Rehabilitation Center. This course will have an equal number of CSUSB (outside) students and incarcerated (inside) students taking a course in rhetoric and writing studies. Having secured permission from the CRC to teach this course and having figured out how to enroll incarcerated students, Dr. Cavallaro is currently coordinating with AVP for Finance and Administrative Services, Monir Ahmed, as well as the College of Extended and Global Education, to coordinate enrollment logistics. As an initial step, incarcerated students who already qualify for tuition waivers (former foster care youth, veterans, and those over 60) will be the first students to enroll in this program. In March 2020, these conversations were put on hold due to the COVID-19 pandemic. They will, hopefully, resume again soon.
3. Continue CSCE Research Internship Program
 - a. In order to continue the CSCE’s contributions to research on prison education and reentry, Dr. Alexandra Cavallaro is currently conducting research on the literacy practices of queer and trans incarcerated students.
 - b. Continue collaborative project with Dr. Tobi Jacobi (Colorado State University) and Dr. Wendy Hinshaw (Florida State University) on the politics of letter writing to and from prisons.
 - c. Internships: The CSCE will continue to provide internship opportunities during the 2020-2021 academic year. In fall 2020, an intern will assist with the creation of promotional materials for the Prison Education Project collaboration.
4. Facilitate a Workshop for Prison Educators
 - a. Dr. Cavallaro will co-facilitate a national workshop (online) for prison educators through the Teaching in Prison: Pedagogy, Research and Literacies

Collective at the Conference on College Composition and Communication.
This March 2021 workshop titled, “Returning, but Free: Navigating Our Role
as Teachers and Scholars in Prison Settings” will be held online.

Alexandra J. Cavallaro

[Handwritten Signature]

Director Signature

(Co-)Director Signature

Unit Reporting Person recommendation

Name and title:	
<input checked="" type="checkbox"/>	Keep on active status.
<input type="checkbox"/>	Move to probationary status.
<input type="checkbox"/>	Move to inactive status.
Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary:	

[Handwritten Signature]

10/26/2020

Unit Reporting Person Signature

Date

STOP FORWARD A SCANNED COPY OF THIS REPORT TO phyllis.meadows@csusb.edu AND SEND THE ORIGINAL COPY TO THE FACULTY SENATE AD-155. THE SENATE OFFICE WILL TAKE CARE OF THE REMAINING PORTIONS OF THE REPORT. THANK YOU.

Educational Policy and Resources Committee recommendation (Only after 3 or 5 year review)

<input type="checkbox"/>	Keep on active status.
<input type="checkbox"/>	Move to probationary status.
<input type="checkbox"/>	Move to inactive status.
Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary:	

EPRC Chair Signature

Date

Provost recommendation (Only after 3 or 5 year review)

<input type="checkbox"/>	Keep on active status.
<input type="checkbox"/>	Move to probationary status.
<input type="checkbox"/>	Move to inactive status.
Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary:	

Provost Signature

Date

President decision (Only after 3 or 5 year review)	
	Keep on active status.
	Move to probationary status.
	Move to inactive status.
Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary:	

President Signature

Date