

Cover Memo

Please provide a description and highlights from all previous annual reports since your last periodic review.

Dear Members of the EPRC,

It is with pleasure and pride that I submit this letter describing an overview of the Center for the Study of Correctional Education's work over the last five years. When the last five-year review was submitted, I had just taken over as director from Dr. Carolyn Eggleston and Dr. Thomas Gehring. Since then, we have seen the growth of multiple programs, the highlights of which I am pleased to describe below.

In-Prison Programming

Over the last five years, Director Alexandra Cavallaro and Assistant Director Dr. Vanessa Ovalle Perez have brought partnerships with two prison education programs to CSUSB.

Dr. Ovalle Perez has facilitated courses in collaboration with the Prison Education Project (PEP), which draws from colleges and universities throughout California to teach 7-week courses in correctional facilities. These courses are planned and taught in collaboration with CSUSB student interns, giving students the opportunity to both learn about the prison system and try their hand at teaching for the first time. Over the last three years, we have offered credit- and non-credit opportunities for CSUSB students, supporting more than 40 teaching interns in this program.

Dr. Alexandra Cavallaro partnered with Pitzer College to begin offering credit-bearing courses at the California Rehabilitation Center based on the Inside-Out model of prison education. This model of prison education brings CSUSB (outside) students and incarcerated (inside) students together to take a course inside a prison facility. After several years of logistical coordination, the first course was offered in Fall 2021 (ENG 5140). The program grew during the 2022-2023 academic year to three courses (ENG 3290 and ENG 1300 in Fall 2022 and ENG 3300 in Spring 2023). The eventual goal is to build a B.A. program in prison, which will start with CSUSB's first cohort of students matriculating for the certificate in Public and Professional Writing in Fall 2023.

Four CSUSB students spoke about their experiences in these programs in the following video: <https://youtu.be/3XlzvEhEytw>

Internships

Over the last five years, the CSCE has offered internships for both graduate and undergraduate students. These interns have assisted with research projects, promotion and fundraising for prison education programs, and with the logistics of prison programming. This has given students the opportunity for practice with

Ancillary Unit Periodic Review
Reporting Period: 2021-2022

Deadline for submission to Reporting Administrator: October 30

**This report is required by FAM 105.4 – POLICY GUIDELINES FOR THE FORMATION
AND REVIEW OF CSUSB ANCILLARY UNITS**

Basic Information

Ancillary Unit's name	Center for the Study of Correctional Education
Director(s)	Dr. Alexandra Cavallaro (Director), Dr. Vanessa Ovalle F
Administrator to whom the unit reports ("Reporting Administrator")	Dr. Rueyling Chuang, Dean, CAL
Purpose and goals of the Ancillary Unit (from the original proposal or updated operating documents)	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: A. Teacher preparation and in-service programs, B. Research facilitation, coordination, and timely reports on targeted topics, and

Advisory Board

Please list your current Advisory Board, their positions outside the Advisory Board, and their roles on the Advisory Board (if applicable)	Dr. Vanessa Ovalle Perez, Assistant Professor, English Dr. Annika Anderson, Director, Project Rebound Dr. Kaitlyn Creasy, Associate Professor, Philosophy Dr. Karen Rowan, Professor, English Dr. Jasmine Lee, Assistant Professor, English
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Ancillary Unit Activity

Please summarize the top three (3) accomplishments of your Ancillary Unit (AU) during this reporting period. This should highlight the substantive activities that support and advance the purpose/goals of the AU, and the relationship between the activities and the purpose/goals.

Please highlight the most significant activities of the AU that engage the community or other entities on campus, if any.

Substantive Activities undertaken by the AU during reporting period

Activity (please describe)	Funds spent	Goal advanced (and extent)
Inside-Out Pilot Course	\$18,426.56 (for tuition and fees for incarcerated students. This money came from fundraising)	In Fall 2021, Dr. Alexandra Cavallaro taught ENG 5140 (Reading, Writing, and Research in Prison Archives) at the California Rehabilitation Center in Norco. This was the first-ever course offered based on the Inside-Out model
Ally Training Workshop Series	\$0	In partnership with Project Rebound's Dr. Annika Anderson, Dr. Alexandra Cavallaro helped to facilitate a four-part workshop series for members of the CSUSB community who wanted to learn more about
Prison Education Project	\$0	In Fall 2021, Dr. Vanessa Ovalle Perez lead ENG 5140 with 15 student interns. They planned and taught a 7-week writing course via Zoom. At the end of the semester, the students held a public event where they shared their work with guests via Zoom

Describe planned activities for the current academic year and how each of them will advance the purpose/goals of the AU.

Planned Activity	Connection to Purpose
<p>Continue Inside Out Prison Exchange Program</p> <p>a. Fall 2022: Dr. Cavallaro will teach ENG 3290 and Prof. Angela Asbell will teach ENG 1300 at the California Rehabilitation Center in Norco. These courses enroll both CSUSB students and</p>	<p>Goal A, in-prison programming</p>
<p>Expand Inside-Out Prison Exchange Program to Public and Professional Writing Certificate starting in Fall 2023</p> <p>a. Goal is to enroll the first cohort of matriculating incarcerated students for Fall 2023. Dr. Alexandra Cavallaro is</p>	<p>Goal A, in-prison programming</p>
<p>Ready for Pell Grant Program</p> <p>a. Attend twice monthly coaching (mentoring) sessions b. Attend monthly workshops c. Coordinate admissions, scheduling, and recruitment of incarcerated students</p>	<p>Goal C, to provide relevant support services and goal A, in-prison programming.</p>
<p>Continue collaboration with Pitzer College and Norco College to Build College Hub at the California Rehabilitation Center.</p> <p>a. Meet weekly with representatives from Pitzer College and Norco College to</p>	<p>Goal A, in-prison programming.</p>

Complete the Annual Use of Funds form

	Year 1		Year 2		Year 3	
	Internal	External	Internal	External	Internal	External
Salaries	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Assigned Time	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 12,200
Travel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Supplies	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,000
Contractual	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other*	\$ 0	\$ 0	\$ 0	\$ 16,134	\$ 0	\$ 27,639
TOTAL	\$ 0	\$ 0	\$ 0	\$ 16,134	\$ 0	\$ 40,839

**Other can include items such as: External Contracts, Grants, Sponsorships, Marketing and Outreach, Communications, Data Processing, Facilitates Operation, Printing, Postage*

Certification

Alexandra Cavallaro

Director Name

Co-Director Name

Co-Director Name

Alexandra J. Cavallaro

Director Signature

Co-Director Signature

Co-Director Signature

Unit Reporting Person recommendation

Name and title: Rueyling Chuang, Dean

Recommendation: Active

Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary.

The Center's planned activities continue to match its goals and mission.



Oct 27, 2022

Unit Reporting Person Signature

Date