

## Graduate Studies

### New SSI Annual Report Item

**University Division::** Office of Graduate Studies

**Name of person Responsible for overseeing SSI project/activities::** Caroline Vickers

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**Title::** Faculty Director of Graduate Studies

**Funding Type:** Recurring funding

**Extension::** 74338

**Total SSI amount allocated this year::** \$40,000

**Total SSI amount expended this year::** \$21,121.21 projected

**Number of unique students served (July1-Winter Quarter):**

1615 graduate students. Research and travel funding and research and travel workshops are open to all CSUSB graduate students.

#### SSI Program/Project Overview :

Graduate Student Research and Travel funding from SSI is crucial to the Office of Graduate Studies' ability to give graduate students the opportunity to engage in professional development opportunities, such as high impact research and conference presentations. As the only source of such funding, without this SSI funding, CSUSB graduate students would be at a competitive disadvantage in comparison to their peers at other universities when it comes to professional development opportunities. In 2019-2020, through SSI funds, the Office of Graduate Studies gave a workshop on Graduate Student Research and Travel on November 7, 2019 and will give a workshop on Graduate Student Research and Travel on April 23, 2020 open to all current graduate students. These funds have also funded research and travel for 23 graduate students. These workshops and research and travel grants are open to all current graduate students, allowing us to serve a population of 1615 graduate students. Because travel was restricted this year, and spring is typically a busy time of year for students to request funding for conference travel, graduate student travel was severely disrupted, which affected spending of the full \$40,000.

#### SSI-Funded Activities :

Graduate Student Research and Travel Grants (23 students awarded with several more in progress)

Graduate Student Research and Travel workshop on Nov. 7, 2019

We are also planning an online Graduate Student Research and Travel workshop for April 23, 2020.

#### Progress Toward Outcomes/Cumulative Findings::

Funds have allowed graduate students to purchase supplies needed to conduct research that allowed them to both progress toward their degree completion and enhance their professional development. Student also traveled to conference, enhancing their professional development. Moreover, the Student Research and Travel workshops prepare graduate students for the experience of submitting a proposal for inclusion in a conference and use of Graduate Student Research and Travel funds to pay for the conference fees and travel expenses.

#### Recommendations for Continuous Improvement Efforts: :

We plan to conduct quarterly Student Research and Travel workshops instead of biannual ones to include more graduate students. We also intend to market the opportunity more aggressively including past inviting SRT grant awardees to speak at our annual New Graduate Student Orientation.

#### Resources for Continuous Improvement Efforts:

We need to about 1% percent of the Graduate Student Research and Travel funds to market the program and to provide incentives for graduate students to attend our Graduate Student Research and Travel workshops. These workshops should increase utilization of the funds.

#### Challenges:

The suspension of travel for the end of the winter 2020 and the entire spring 2020 quarter will impact graduate student's ability to take advantage of the funding. We funded 44 students in 2018-2019 and only 23 so far in 2019-2020. Many of the students funded in 2018-2019 traveled in spring 2019, so the restriction on travel is a major challenge to fully utilizing the funds.

#### Budget Summary:

SSI Fund Spending (AY 2019-20)

Expenses	Amount
SRT - Fall 2019 (Actual Claimed)	\$ 8,679.21
SRT - Winter 2020 (Amount Awarded)	\$ 6,742.00
SRT - Spring 2020 (Projected)	\$ 5,000.00
Hospitality Expenses	\$ 500.00
Duplicating Expenses	\$ 200.00
Total	\$21,121.21

Attached Files

[2019\\_2020\\_SSI\\_SRT.xlsx](#)

#### Check-in/Utilization Data:

See attached.

Attached Files

[Awardees\\_SSI.xlsx](#)

**Feedback on Reporting:**

This reporting was useful in evaluating the Graduate Student Research and Travel program.

**Providing Department:** Graduate Studies