

Ancillary Unit Annual Report

Deadline: October 2021

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 30 of each year to Reporting Administrator. **Please make sure to sign and forward scanned signed copies of the report. Thank you.

Basic Information	
Ancillary Unit name	COE Institute for Research, Assessment and Professional Development
Director(s)	Connie McReynolds
Administrator to whom the unit reports	Chinaka DomNwachukwu, Dean, College of Education
Purpose and current goals (as approved by Faculty Senate)	To accomplish the Mission of the Institute, a three-fold approach has been designed to unfold both in stages and in concert with one another: <ol style="list-style-type: none"> 1. Research 2. Assessment 3. Professional Development

Advisory Board	
Member	Affiliation
Kelly Maxwell	Founder, Orenda Foundation
Greg Coker, Sgt. Major Retired	Founder, Reaching New Heights
Dr. Amy Miller	Health Group Psychological Services
Dr. William Britt	Loma Linda Behavioral Health Institute

Activities during previous academic year (2019- 2020)		
Activity (please describe)	Funds spent	Goal advanced (and extent)
Department of Rehabilitation Contract	\$109,306	<ul style="list-style-type: none"> • Met adjusted goals established by Institute and funding agency due to innovative conversion to virtual assessments for the comprehensive vocational evaluations and a change of location to SB DOR office for the extended situational assessments.
Continuation/Expansion of Neurofeedback (NF) Services	\$129,549	<ul style="list-style-type: none"> • Clinic services were interrupted at the CSUSB Main campus due to campus closure; however, essential mental health services continued at PDC UCR location.
Serve as clinical site for Clinical Psychology doctoral students from Loma Linda University Department of Psychology	\$0	<ul style="list-style-type: none"> • Met goals established by Institute and LLU Dept of Psychology. • Chaired two dissertations with successful defenses.
Graduate Student Supervision/Clinical Staff Development	\$0	<ul style="list-style-type: none"> • Met goals established by Institute. • Provided research and clinical supervision for staff and graduate students.

		<ul style="list-style-type: none"> Supervised clinical practica / fieldwork experiences for 2 graduate students from Rehabilitation Counseling. Supervision converted to on-line as needed to meet clinical and academic requirements.
Expand research agenda	\$0	<ul style="list-style-type: none"> Met goals established by Institute. Published co-authored journal article in <i>Journal of Applied Rehabilitation Counseling</i> with junior faculty member on successful neurofeedback interventions in treating PTSD in veterans and the implications of employment outcomes. Manuscript published in <i>International Journal of NeuroRegulation</i> comparing treatment outcomes between military and non-military trauma clients using neurofeedback.
Expand fund development/resources	\$0	<ul style="list-style-type: none"> Submitted \$20,000 grant to support neurofeedback services to children adversely affected by the pandemic in the Coachella Valley.

Use of funds				
	Internal funds		External funds	
	Previous academic year	Current academic year (projected)	Previous academic year	Current academic year (projected)
A. Salaries	\$	\$	\$238,855	\$200,000
B. Assigned time	\$	\$	\$0	\$0
C. Telephone/fax	\$	\$	\$741	\$500
D. Office supplies	\$	\$	\$4,027.00	\$3,500
E. Other (GA)	\$	\$		
Total	\$	\$	\$243,623	\$204,000
<i>On a separate sheet, please itemize A., B., and E.</i>				

Please describe planned activities for the current academic year:

- Continuation of Department of Rehabilitation (DOR) contract for provision of comprehensive vocational evaluations for San Bernardino and Riverside counties with COVID practices.
- Continuation of Neurofeedback Services for students, veterans, school districts, and community members.
- Resume elementary neurofeedback research pilot project when school reopens and district approves project.
- Continue clinician/graduate/doctoral student supervision for clinical and research development.
- Continue self-sufficiency by securing philanthropic and grant funding to support services to children, veteran's and individuals with disabilities.
- Co-author dissertation findings with LLU Ph.D. student on the use of neurofeedback in treating anxiety and co-concomitant auditory and visual processing difficulties in adults.

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

A. Salaries/Benefits DOR Contract/Neurofeedback Clinicians

601850 - SupStaffSal-Other	46,329.70
601855 - SupStaffSal-Staff Reimb	15,576.07
601856 - SupStaffSal-Vacation Accrual	(6,049.21)
603001 - Ben-OASDI	2,817.78
603003 - Ben-Dental Insurance	432.66
603004 - Ben-Health And Welfare	6,723.74
603005 - Ben-Retirement	4,621.03
603007 - Ben-Workers Compensation	350.05
603011 - Ben-Life Insurance	18.66
603012 - Ben-Medicare	659.02
603013 - Ben-Vision Care	65.34
603815 - Ben-Benefits-Others	0.00
603817 - Ben-Bnf-Other-State Reimb	6,313.38
603826 - Ben-Vacation	(462.76)
606801 - Travel-FND	(561.94)
660003 - Supplies&Srvcs-General	0.00

601892 - AcadSal-Consult/Overload-Fac	24,662.74
603001 - Ben-OASDI	1,176.18
603012 - Ben-Medicare	357.61
603808 - Ben-PERS	5,649.44
603830 - Ben-Dental Care Annuitants	30.80
603831 - Medical Ben for Annuitants	595.16

601301 - SupStaffSal-Overtime	585.75
601807 - AcadSal-Part Time Faculty-Ay	46,454.52
601826 - SupStaffSal-Salaries	58,985.06
601856 - SupStaffSal-Vacation Accrual	0.00
603001 - Ben-OASDI	3,755.18
603003 - Ben-Dental Insurance	835.94
603004 - Ben-Health And Welfare	501.34
603005 - Ben-Retirement	3,166.04
603007 - Ben-Workers Compensation	211.57
603011 - Ben-Life Insurance	25.37
603012 - Ben-Medicare	878.24
603013 - Ben-Vision Care	123.20
603015 - Ben-Flex Cash	1,088.00
603826 - Ben-Vacation	0.00
660042 - EmployeeRecruitment/Relocation	709.73

601826 - SupStaffSal-Salaries	7,490.07
601856 - SupStaffSal-Vacation Accrual	(138.92)
603001 - Ben-OASDI	544.14

603003 - Ben-Dental Insurance	207.04
603004 - Ben-Health And Welfare	1,030.68
603005 - Ben-Retirement	1,329.23
603007 - Ben-Workers Compensation	26.25
603011 - Ben-Life Insurance	42.25
603012 - Ben-Medicare	127.24
603013 - Ben-Vision Care	17.60
603015 - Ben-Flex Cash	1,464.00
603826 - Ben-Vacation	89.20

Salary/Benefits DOR contract 109,305.45
Salary/Benefits Neurofeedback 129,548.72
Total Salary/Benefits 238,854.17

B. Assigned time 2020-21 = \$6,100/course release x 4 courses = \$24,400

Connie McReynolds

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:	

Christina S. Donohue

Unit Reporting Person Signature

Jan 31, 2022

Date

STOP FORWARD A SCANNED COPY OF THIS REPORT TO CMASSEY@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