

Ancillary Unit Annual Report

Deadline: October 30th

This report is required by [FAM 570 \(FSD 87-17.R5\) -- POLICY GUIDELINES FOR THE FORMATION AND REVIEW OF INSTITUTES AND CENTERS](#). The report is due by October 30th of each year. **Please make sure to sign and forward scanned signed copies of the report. Thank you.

Basic Information	
Ancillary Unit's name	Watson and Associates Literacy Center
Director	Gregory Richardson
Administrator to whom the unit reports	Chinaka DomNwachukwu
Purpose and current goals (as approved by Faculty Senate)	The Watson and Associates Literacy Center exists is to provide diagnostic and intensive literacy support to K-12 students from the community. The Literacy Center works with local families to promote home-based literacy support through remediation and/or tutoring. Furthermore, the Literacy Center works with local school districts to support their ongoing literacy instruction for K-12 students. Overall, the Center's focus is to increase the literacy levels for K-12 students as well as serve as a location for CSUSB students to improve their literacy skills, especially in the areas of assessment and instruction. The Center may also serve as a research hub for the Inland Empire. Scholars can perform research to ascertain the best practices for literacy assessment and instruction.

Advisory	
Member	Affiliation
Jim and Judy Watson	Benefactors
Mary Jo Skillings-Prigger	Founder
Chinaka DomNwachukwu	Dean, College of Education (COE)
Nicole Klimow	CSUSB COE Professor
Andrea Street	Reading Specialist, Literacy Center
Gregory Richardson	Director, Watson & Assoc. Literacy Center
Latrese Gerren	Parent, Community Member


Activities during the previous academic year (2020 – 2021)		
Activity (please describe)	Funds spent	Goal advanced (and extent)
K-12 Literacy Tutoring/Education of CSUSB students in literacy assessment and teaching skills. Tutoring of K-12 students took place Mon-Thurs during the Fall and Spring semesters. The Literacy Center served 28 students and 22 CSUSB students. During	\$ 9,948.61	Provide K-12 students with 1:1 sessions of literacy tutoring four days per week throughout the academic year. Educate CSUSB instructional student assistants in the proper use of literacy assessment and intervention strategies. Allow these assistants to

the COVID pandemic (Fall & Spring). The Literacy Center also provided tutoring services online, via Zoom. Currently, a hybrid model operates. The majority of tutor occurs at the center (1:1), but parents who work during tutoring hours receive online services.		implement proven strategies during their weekly tutoring sessions. The sessions are overseen by the director and credentialed reading specialists to ensure that quality instruction is taking place, which follows research-based practices.
Early Literacy and STAR Reading Assessments performed		Pre- and post-testing of all tutees determined their reading progress during tutoring sessions throughout the year
Purchase of software - Renaissance: accelerated Learning software	\$ 1,770.00	Online assessment for pre-and post-testing produced growth reports, which were shared with families.
Office Supplies	\$ 150.00	Support to program
Telephone Services	\$ 336.00	Support to program

Use of funds				
	Internal funds		External funds	
	Previous academic year	Current academic year (projected)	Previous academic year	Current academic year (projected)
A. Salaries	\$ 0	\$ 15,670.00	\$ 47,903.25	\$ 44,015.24
B. Assigned time	\$ 0	\$ 0	\$ 0	\$ 0
C. Telephone/fax	\$ 0	\$ 0	\$ 336.00	\$ 614.00
D. Office supplies	\$ 0	\$ 0	\$ 150.00	\$ 1,000.00
E. Other	\$ 0	\$ 8,811.24	\$ 9,948.61	\$ 20,587.84
Total	\$ 0	\$ 24,481.24	\$ 58,337.86	\$ 66,217.08
<i>On a separate sheet, please itemize A., B., and E.</i>				

Please also describe planned activities for the current academic year:

The Watson and Associates Literacy Center continues to provide literacy support to K-12 students, tutees, who are assessed in literacy, aligning with the California Common Core Standards, with a specific focus on reading and writing. Tutees present their research and writings to families and friends on the last day of the semester. Activities also include post-graduation literacy support to special needs students, who are under 22 years of age. Funding has been requested for a possible summer tutoring program, 2022. Tutoring services are provided Monday through Thursday, 3:30-5:30 pm. The Literacy Center is located in the College of Education, CE 119.


 Gregory Richardson (Jan 28, 2022 15:21 PST)

Director Signature

Jan 28, 2022

Date

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. Donawick

Jan 31, 2022

Unit Reporting Person Signature

Date

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)	
<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:	

President Signature

Date