SSI Annual Report

Response ID:57 Data

1. Page One

Dept./Program/Project Name:

JHBC Student Success Center

University Division:

Academic Affairs

Person Responsible for Overseeing SSI Project/Activities:

Name : Anna Ni
Title : Interim Associate Dean
Email Address : yni@csusb.edu
Extension : 75790

Person Preparing Report (if different than above):

Name : Maria Domingo
Title : Academic Advisor
Email Address : mdomingo@csusb.edu
Extension : 77348

2.

Total SSI amount allocated this year:

$178,147.00

Total SSI amount expended thus far:

$117,576.00

Number of unique students served (July 1 - Winter Quarter):

2224

3. (untitled)

SSI Program/Project Overview: In 750 words or less, describe the overarching purpose, goals and outcomes of your SSI-funded project(s), program(s), etc.

Purpose: The purpose of the Jack H. Brown College of Business and Public Administration (JHBC) Student Success Center (SSC), Student Success Initiative (SSI) Program is to support professional staff academic advisors, facilitating college to career success for JHBC undergraduates. The SSC provides a one-stop shop which connects students to on and off-campus resources, community and campus members, as well as programs/services developed to enhance their educational experience.

Goals: The goals of the SSI funded SSC projects are to (1) develop a student competence in managing their educational experience through understanding College and University policies, procedures, processes, and resources (in particular, the University Bulletin of Courses, PAWs, registration, and student services); (2) develop individual academic plans (2-year, and 4-year); (3) develop connections between faculty, staff, community members, and students; (4) encourage engagement in high impact practices (internships, clubs, and study abroad); and (5) support of our professional academic advisors.

Outcomes:

- Increase capacity, number of students assisted in the SSC
- Increase retention and graduation rates
- Decrease time and excess units to graduation
- Increase student engagement in high impact practices

4. (untitled)

Alignment to ILOs: To which of the following Institutional Learning Outcomes (ILOs) do you feel as though your SSI-funded project aligns? (Check all that apply.) Details regarding the ILOs can be found on Office of Academic Programs website.

Breadth of Knowledge
Depth of Knowledge
Critical Literacies
Ways of Reasoning and Inquiry
Creativity and Innovation
Integrative Learning
Engagement in the Campus, Local, and Global Communities
Diversity and Inclusion

5. (untitled)

SSI-Funded Activities: Please list and describe the activities undertaken through winter quarter with your SSI allocation. This section should address only those activities occurring this fiscal year.

While the SSC provided a multi-stage advising hold program in the past, the advising strategy was adjusted to accommodate for the quarter to semester conversion. For spring 2018, academic advising holds were placed on juniors. They were required to attend group advising and create a myCAP plan. This year fall 2018 holds (winter 2019 registration) were placed on all new transfer students. Knowing that our new transfer students were the last group of incoming students that can graduate before the semester system starts, our goal for fall holds was to ensure all transfer students created an educational plan to determine their anticipated graduation term. This was conducted in a group advising workshop format where students were taught how to use the myCAP planning tool. Advisors reviewed the myCAP plans and released academic advising holds and provided recommendations as needed. In the winter 2019 quarter, we placed academic holds on all new freshmen students and provided group advising workshops as well. The goal was for freshmen was to learn how to create a myCAP plan and understand its importance, as it will be used to preload courses in scheduler. In addition, freshmen needed to understand how the semester conversion may affect their educational plans and graduation goals. During the hold workshops, students were advised on how to make adjustments to their myCAP, and they were encouraged to complete their golden 4 requirements and all lower division courses prior to fall 2020. Advisors reviewed all myCAP plans and provided information and guidance based on the courses the students planned on their myCAPs. Both academic advisors participated in quarter to semester advising subcommittees as well as student success teams which involved advising and academic services, college faculty, and the career center.
Two additional students were hired for JHBC Student Ambassador program, for a total of four ambassadors which is funded through separate SSI funds, and will continue through the 19-20 academic year. The Center anticipates hiring two additional ambassadors during the 19-20 academic year because two ambassadors will graduate in spring 2019. The SSC maintains involvement with the established Student Success Teams to collaborate and support student success, as well as the 2025 graduation initiative. The SSC will offer JHBC MyCap workshops (aside from the hold workshops), creating awareness and providing a "how to" session.

6. (untitled)

Progress Towards Outcomes/Cumulative Findings: Describe the progress you have made toward your original SSI goals and outcomes though winter quarter. Indicate clearly how student success was enhanced by your program or service/s.

Be sure to include the measures you employed and evidence/data you collected for each outcome where appropriate.

SSC Numbers:
Check-Ins (includes repeat visits): Fall 2018 – 1194
Winter 2019– 1030

Advising Holds: Fall 2018 – 429 (Winter 2019 registration)
Winter 2019 – 314 (Spring 2019 registration)

Although not directly funded through SSI, the SSC also:
Offered 8 College to Career workshops during fall and winter quarters (Total – 170 JHBC attendees).
Hosted a Business Madness Internship and Career Networking event (Total – 206 JHBC attendees; 52

7. (untitled)

Recommendations for Continual Improvement/Action Plan: Based on the analysis of your assessment results, what actionable steps can be taken to make improvements? How can you improve students' achievement of the SLO or your office's performance in terms of operations? What is your expected timeline?

Collaborate with JHBC Student Ambassadors to assess the level of student engagement in activities such as: internships, clubs, and workshops.
Expand online support, including roadmaps, how to videos for advising and internships, as well as resources for student success. Utilize zoom to provide academic advising for students participating only in online courses.
Begin incorporating new advising structures such as the caseload model and implement targeted and proactive advising campaigns.
Continue to link objectives and actions to the 2025 Graduation Initiative and begin developing advising strategies to ensure JHBC college is meeting GI 2025 initiatives.
Incorporate university-wide survey template for assessment before and/or after an advising session.
Continue to develop and expand the Ambassador/Mentor Programs.
Develop a plan to ensure all students who can graduate in quarter system are advised.
Develop advising plan to ensure students receive assistance during the semester conversion.

Resources for Continual Improvement/Action Plan: What additional resources, if any, are needed to bring the above continual improvements to fruition?

Continued support to offer JHBC services, workshops, and events. In addition, using JHBC Ambassadors to not only improve student engagement in the college, but to begin providing peer advising.

8. (untitled)

Challenges: If applicable, please list any significant challenges encountered that have affected your ability to fully implement your intended activities or to reach your articulated outcomes. Please also indicate if you need assistance in addressing these challenges.

The SSC experienced changes to office personnel and work schedules. While we were able to hire another SSP II back in June 2018, our lead SSP III advisor transferred to a new department on campus. As new advisors are hired to replace staff that have moved on, new goals for ensuring student success are being planned.

9. Budget Summary with Alignment to Outcomes and Activities

Budget Summary: Please account for all expenditures of SSI funds for this project using the SSI Annual Report Budget Summary Template. (The template can be found at http://ssi.csusb.edu/assessment.) Upload your completed summary here.

2018-2019_SSI_Annual_Budget_-MD.xlsx

10. (untitled)

Check-in/Usage Report: Please upload any check-in or usage data you have for students who have engaged with your project/program since July 1 through the end of winter quarter. Uploads should be in Excel and include, at minimum, students' CoyoteIDs; password-protected SPSS files may be submitted via email to Institutional_Research@csusb.edu. Additional information such as date(s) of visit(s)/interaction(s) and students' names would also be helpful. (The Office of Institutional Research is working to establish an overall assessment of SSI; to do this, we need your help in collecting and sharing students' engagement with and usage of SSI-funded projects and programs.)

JHBC_Student_check_ins_from_Fall_2018_to_February_2019.xlsx

11. Thank You!

New Send Email

Apr 16, 2019 01:05:04 Success: Email Sent to: yni@csusb.edu ,mdomingo@csusb.edu

Student Success Initiative Annual Report

Budget Summary with Alignment to Outcomes and Activities

Please save your completed summary using the following format: SSI_Budget_Year_Unit/Dept Name. You will be asked to upload this completed form as part of the online submission process.

Project Name: Jack H. Brown Cocllege of Business and Public Administration - Student Success Center   Year: 2018-2019

University Dvision: Academic Affairs   "Other" Project Name: Anna Ni, Interim Associate Dean

Name and Title of Person Responsible for SSI/VTI Project:

Expenditure Description	Outcome(s) Supported	Supported Activities	EO 1060 Category (All VTI projects should be coded Expanded Technologies.)	Amount
SSP III Salary - Ellie Gault	Student Success		Advising & Retention	
SSP II Salary - Maria Domingo	Student Success		Advising & Retention	
			GRAND TOTAL	117, 576