

GISC Presentation – D. Formo
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**Recommendations for Scaling-Up First-Year Programs and Undergraduate Studies
at CSUSM**

First-Year Programs and Undergraduate Studies Task Force

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1. Charge from the Provost

- Develop a strategic plan that provides a vision for what the Office of First Year Programs should become.
- Consider how the Office of FYP could grow to support undergraduate students more broadly at all levels.

2. Research Process

Fall

- a. Identified campuses with successful first-year programs (FYP) and undergraduate studies (UGS).
- b. Narrowed our study to these 7 campuses:

Campus	Undergraduate Enrollment
<u>CSU East Bay</u>	<u>14,944</u>
<u>Ball State University</u>	<u>16,652</u>
<u>*University of North Carolina, Chapel Hill</u>	<u>18,000</u>
<u>*Kennesaw State University</u>	<u>22,684</u>
<u>*University of South Carolina, Columbia</u>	<u>23,363</u>
<u>*CSU, Northridge</u>	<u>31,442</u>
<u>Indiana University, Bloomington</u>	<u>36,862</u>

- c. Studied the unique features of each of these campuses in terms of co/curricular and organizational features.¹
- d. Reviewed the features of CSUSM's FYP and UGS in terms of co/curricular and organizational features.
- e. Reviewed CSUSM's Foundations of Excellence Report Action Items.
- f. Reviewed national and local research on high-impact practices.
- g. Studied case studies of successful programs.

Winter

- h. Requested phone interviews with the faculty and administrative leaders for the respective FYP and UGS programs.
- i. Conducted eight interviews on four campuses. See * campuses above.

Spring

- j. Convened the task force to study and discuss the fall/winter research.
- k. Learned from our colleagues about FYP, GE, and institutional data re: FY and transfer students.
- l. Discussed co/curricular and organizational best practices and developed recommendations for CSUSM.

¹ By "co/curricular," we mean co-curricular and curricular.

3. Recommendations

a. Senior Leadership

We recommend a senior leadership position (an MPP) in AA for Undergraduate Studies at CSUSM with the title of Associate Vice-President of Undergraduate Studies or Dean of Undergraduate Studies. We envision this senior leader as someone who will facilitate current and future undergraduate studies initiatives with faculty, staff, and students from across campus with one clear goal: to ensure student success. This senior leader will oversee the undergraduate curriculum and experience across all colleges, general education, and FYP.

Mindful of and concerned about unnecessary administrative expansion in the form of new MPP positions on campus, to create this position, we suggest that the Provost consider a reconfiguration of the current MPP positions in AA.

b. Portfolio for Senior Leader

With the portfolio we suggest below, we imagine this position will require extensive collaborations across nearly all divisions of the campus:

- All undergraduate academic programs
- All-University Writing Requirement
- Supplemental Instruction (Peer Education)
- First-Year Programs
 - GEL
 - Transfer Programs
 - Learning Communities
 - Living-Learning Communities
 - Clustered-Course Learning Communities
 - Early Start and other summer programs such as recently proposed Fast Forward Program
- First-Year Council with a focus on first-year students and first-year transfer students
- Cross-college coordination of GEL, GEW, GEO, GES, and remedial math
- Faculty Development, with special programming dedicated to faculty who teach our first-year students, first-year transfer students, and GE

c. Faculty Leadership and Staff Support

- Director, Undergraduate Studies Assessment (Faculty)²
- Director of FYP (Faculty)
- Director, Faculty Center (Faculty)
- Director, Center for Teaching and Learning (Faculty)
- Director, Summer Academic Programs--Early Start and FAST Forward (Faculty)
- Co-Director, Supplemental Instruction for the Arts and Humanities (Faculty)
- Co-Director, Supplemental Instruction for the Social Sciences (Faculty)
- Co-Director, Supplemental Instruction for the Sciences (Faculty)
- Director, All-University Writing Requirement (Faculty)
- Administrative Analyst (Staff)
- Student Services Professional for UGS and FYP (Staff)

d. Immediate, Medium, and Longer-Range Tasks: We outlined a series of 1-5-year tasks.

² We understand that a University Assessment Council is being formed at CSUSM. We believe that FYP and UGS need a presence on this council.