

**ACADEMIC AFFAIRS**  
**Student Success Fee**  
**Year End Report**  
**June 30, 2014**

**College/Unit:** Office of the Provost/Colleges

**Program/Initiative Name:** Access to Classes

**Amount of Student Success Fee Funding:** \$7,199,583

**Program/Initiative Intent:** To provide access to classes in order for students to make timely progress to degree.

**Articulated Outcome:** The delivery of additional course sections of classes student need to progress to degree.

**Deliverables to Date:**

- College of Agriculture, Food and Environmental Sciences – 59 additional sections or 795 additional seats
- College of Architecture and Environmental Design – 36 additional sections or 884 additional seats
- Orfalea College of Business – 23+ additional sections or 2,461 additional seats
- College of Engineering – 146 additional sections or 4,667 additional seats
- College of Liberal Arts – 256 additional sections or 12,569 additional seats
- College of Science and Mathematics – 600 additional sections – 400 labs and 200 lectures – representing approximately 18,000 seats
- Universitywide, average unit loads stayed fairly constant from the previous Fall at 14.35

**ACADEMIC AFFAIRS  
Student Success Fee  
Year End Program Report  
June 30, 2014**

**College/Unit:** Office of the Provost/University Advising

**Program/Initiative Name:** Mustang Success Center

**Amount of Student Success Fee Funding:** \$539,220

**Program/Initiative Intent:** To create a “center” where collaborative services, support and programming are provided (that are not college/department specific) to ensure consistent, accurate and appropriate advice to first and second year students, and for first time transfer students at Cal Poly. The services will provide students a strong foundation that can serve in a positive way during their entire career at Cal Poly.

**Articulated Outcome:**

- To provide consistent advising information to first year, second year, and first time transfer students (e.g., sharing key Academic Policies, timelines, etc.)
- To ensure that students receive assistance in accessing appropriate campus resources based on their personal and professional goals (e.g., referrals to Health Professions Advisors, Disability Resource Center, etc.)
- To ensure that students have the necessary foundational academic skills to be successful (e.g., emphasizing 25-35, student skills seminars, time management, etc.)
- To assist students with understanding how to use registration tools and tools for tracking degree progress, such as Degree Progress Report, PASS, ASSIST, Expected Academic Progress, and PolyPlanner.
- To provide support for students on academic probation (e.g., administration of the Freshman Success Program and Transfer Success Program for students on academic probation). Collaborate with College of Engineering Advising Center and Cal Poly Scholars to provide additional support for those students on academic probation.
- To serve as a common starting point and provide consistent guidance for students seeking to change their major.
- To connect and promote strong relationships with their college/department (e.g., professional advisors and faculty advisors) by helping the student to articulate and understand their needs and opportunities.
- To reinforce with students their responsibility to live life positively both on-campus and with the larger San Luis Obispo community.
- To serve as the hub for all advising communication.

**Deliverables to Date:**

- The Assistant Vice Provost for University Advising started in mid-June.
- The Academic Success Center was renamed the Mustang Success Center.
- Shannon Stephens, former Assistant Athletic Director for Academic Services, was appointed the Director of the Mustang Success Center in June 2013.
- Three academic advisors were hired for the following positions:
  - Freshman Success Coordinator – start date mid-August 2013
  - Transfer Success Coordinator – start date first of September 2013

- Advisor Training Coordinator – start date mid-August 2013
  - Second Year Success Coordinator – start date January 2014
  - Four more advisors hired-start date June 2014
    - One has replaced the FSP coordinator who took a new position in March
    - Two athletic advisors who will work mainly with NCAA student-athletes and will support the Mustang Success Center
    - Another position to support the Second Year Success Program which will begin this Fall term 2014
- 
- The Center has been moved to a temporary location in Building 52.
  - The MSC is open and has extended advising hours during the academic year until 7pm Monday through Thursday. Also, there is always an advisor available for drop-in advising.
  - Over 1,300 students have been advised by the Mustang Success Center, plus an additional 1,700 advising appointments for student-athletes since the opening at the beginning of Fall Quarter 2013.
  - The MSC advisors offered PASS workshops in the residence halls in fall 2013. Over 800 students attended the workshops.
  - Starting in January 2014, the MSC offered training and support for students for PolyPlanner, the new predictive scheduling tool.
  - The MSC advisors offered the following workshops in the residence halls winter 2014 and spring 2014: PolyPlanner (12), Transfer Credit (6), Etiquette Dinner for student-athletes which reached 400+ students.
  - The MSC advisors and the CENG advisors have collaborated to offer additional advising to first year engineering students who are on academic probation after their first quarter at Cal Poly.
  - The MSC advisors provided advising in the residence halls the first two weeks of both fall 2013 and winter 2014 quarters. , and first week of spring 2014 quarter.
  - The MSC Freshman Success Coordinator has advising hours in PCV every week to provide advising to Cal Poly Scholars. Second year Success Coordinator was at PCV every other week during spring quarter 2014.
  - The Freshman Success Coordinator worked with the advising community to provide advising workshops for first year students on Academic Probation after their first quarter at Cal Poly. Approximately 350 students participated.
  - The Freshman Success Program was expanded to students on Academic Probation after their second quarter. An additional 370 students participated.
  - The Transfer Success Coordinator had advising hours in Cerro Vista/Estrella at PCV every week to provide advising specifically to new transfer students.
  - The Transfer Success Coordinator launched the Transfer Success Program, working with the advising community to provide workshops for new transfer students who are on Academic Probation after their first quarter at Cal Poly.
  - The MSC advisors tabled twice a week outside Building 52 and Building 180 to gain exposure for the center and answer advising and registration questions.
  - The MSC coordinated efforts with the college advisors and Office of the Registrar to offer graduating seniors workshops for those who were part of the Graduating Seniors Initiative to encourage students to graduate in a timely manner.
  - MSC hosted a professional development series for the Cal Poly advising community (5 meetings that reached 70 different staff members across campus).

- The MSC collaborated with Admissions to hold 9 “What is Advising at Cal Poly” sessions for newly admitted students which reached over 1000 students.
- The MSC and University Advising are on the advisory team to coordinate advising for Cal Poly Scholars.
- The MSC staff are leading Orientation presentations on Campus Advising for new students.

NOTE: Due to the timing of start dates for the new hires, there was a yearend balance of \$187,319 – per the existing agreement, this balance will be provided to the Provost to allocate to the colleges for access to classes. For FY 2014/15, all funds should be expended as all searches have been completed and position filled.

**Expenditures to Date:**

<b>Salaries &amp; Wages</b>	<b>Benefits</b>	<b>Student Assistant/ Grad Assistants</b>	<b>Total</b>
\$180,574.06	\$105,397.20	\$65,928.95	\$351,900.21
Balance			\$187,319.79

**ACADEMIC AFFAIRS – Information Services – Kennedy Library**  
**Student Success Fee**  
**Year End Program Report**  
**June 30, 2014**

**College/Unit:** Office of the Provost/Information Services/Kennedy Library

**Program/Initiative Name:** Digital Resources

**Amount of Student Success Fee Funding:** \$125,660

**Program/Initiative Intent:** This investment maintains the high quality of Cal Poly's academic environment, saves student time, and reduces the private costs of scholarship and learning for every Cal Poly graduate and undergraduate student. This investment provides anytime, anywhere, no-cost access to high quality information for coursework, articles and books for research and reports, resources for design, and other project and individual work. These resources can be easily integrated into online course materials.

**Articulated Outcome:** Funding in 2013-2014 will support access to new electronic resources and media used by students in engineering, nutrition, business, science, music, theater, ethnic studies, and other liberal arts programs. Funding will provide access to streaming digital educational media (video and music) that supports student coursework across multiple disciplines. Funding will also make it possible to maintain access to hundreds of high impact electronic scholarly journals in all fields of study at Cal Poly from major publishers, including Springer, Elsevier, Sage and Wiley.

**Deliverables to Date:**

- 1) CRC Complete ENGnetBASE with CLEANTECHnetBASE, 2014  
Provides undergraduate and graduate students with online access to 2,500 core engineering and clean technology handbooks and textbooks, including new resources on efficient technologies, renewable and bio-energy and eco-friendly agriculture and best business practices. Includes interface for mobile devices.
- 2) CRC NUTRITIONnetBASE  
Provides undergraduate and graduate students with online access to over 260 core nutrition handbooks, updating the library's print holdings. Includes interface for mobile devices.
- 3) Naxos Music Online  
This is a standard resource for access to music that is provided to students at most peer institutions. Will support comprehensive polytechnic experience across all colleges and majors.
- 4) Elsevier, Sage, Springer & Wiley Research Journals  
Retains full access to major research collections without cutting access to other resources.
- 5) VAST: Academic Video Online (Alexander Street Press)  
Comprehensive and multidisciplinary streaming media platform that delivers 20,000 full-length videos in a wide range of disciplines.
- 6) CRC Handbook of Chemistry and Physics (online)  
A benchmark title of scientific reference, delivered online to Cal Poly for the first time.
- 7) Social Explorer (Oxford University Press)  
Online data tool and database of census and other sources with mapping capabilities to visualize, illustrate and analyze demographic and other data trends.

**ACADEMIC AFFAIRS – Information Services – Kennedy Library**  
**Student Success Fee**  
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- 8) JSTOR eBook Collections  
 Current collections in Philosophy, Religion, Languages and Literatures and Sociology published by university presses and academic publishers.
- 9) Science Translational Medicine  
 High impact, current subscribed content in biomedical translational research
- 10) Web of Science Indexes  
 Deepen access to historical content in Arts & Humanities Citation, Science Citation, and Social Science Citation Indexes.

**Expenditures to Date (Invoiced and Paid)**

Description	Amount
CRC ENGnetBASE	\$21,465
CRC CLEANTECHnetBASE	\$3,005
CRC NUTRITIONnetBASE	\$3,755
<b>CRC Subtotal</b>	<b>\$28,225</b>
Naxos Music Online	\$3,450
VAST: Academic Videos	\$12,420
CRC Handbook of Chemistry & Physics	\$2,120
Social Explorer	\$2,234
JSTOR eBook Collections	\$8,519
Science Translational Medicine	\$2,619
Journal Package Support (Elsevier, Sage, Springer, Wiley)	\$60,840
<b>TOTAL Expended FY13-14</b>	<b>\$120,427</b>
<b>Balance as of June 30<sup>th</sup></b>	<b>\$5,233</b>

\*Web Of Science Indexes \$5,233

*FY13-14 expense was charged to SL001 123903 608005 as CPO#13-1104 for Thomson Reuters. A carry forward is requested to process an expenditure transfer in FY2014-15.*

**ACADEMIC AFFAIRS – Information Services – Enterprise Systems – Classroom Technology  
Student Success Fee  
Year End Program Report  
June 30, 2014**

**College/Unit:** Information Services/Enterprise Systems/Classroom Technology (formerly allocated under CTLT)

**Program/Initiative Name:** Learning Spaces Upgrade Fund

**Amount of Student Success Fee Funding:** \$250,000

**Program/Initiative Intent:** This technology request is dedicated to technological and environmental upgrades to university-scheduled classrooms, specifically digital resources. In collaboration with Facilities, funds also support upgrading classroom environments (e.g., furnishings, etc.) to complement use of instructional technologies to enhance the quality of student learning experiences.

**Articulated Outcome:** Program is targeting upgrades in high-capacity but outdated classrooms that would benefit the greatest number of students in terms of their learning as facilitated by learning spaces equipped with state-of-the-art instructional technology design. Each classroom has distinctive characteristics and needs, which affect decisions the most effective investments in technology and environment improvements. However, the focus will be on installing (as appropriate for the space) instructional technologies and digital infrastructure that enhance instructors' teaching effectiveness and enhance the student learning environment.

**Deliverables to Date:**

- Designed and implementing renovations to instructional technology and environmental setting for two large-capacity, high demand spaces (100+ seats). Installations will be taking place during the Summer of 2014
  - 08-123 (141 seats)
  - 06-124 (180 seats)
  - 33-286 (146 seats) –construction summer 2015
  - Laptop HDMI input upgrade for University scheduled classrooms.
- Assessed upgrade needs for all large capacity classrooms across campus and identified spaces with the highest priority improvements for both upgrading instructional technologies and enhancing the learning environment, which will be used for the multi-year project planning.

**Expenditures to Date:** Instructional technology equipment systems are being designed and will be purchased in quarter 1 of FY 2014-15. Environmental upgrades by Facilities are being designed and awaiting cost estimates.

Location	Expenditure	Stage	PO	Amount Spent 2013/14	Amount encumbered 6/30/14	Requested Carry-Forward	Fdescr
08-123	Instructional / Presentation Technologies & Equipment	Order received	6655	\$ 1,747.94	\$ 38,992.49		619002
08-123	Instructional / Presentation Technologies & Equipment	Ordered	to be issued			\$ 6,795.23	Carry Over
08-123	AV installation Labor	summer 2014 construction	6989			\$ 5,678.49	Carry Over
06-124	Instructional / Presentation Technologies & Equipment	Order received	6783	\$ 14,088.56	\$ 1,314.28		619002
33-286	Instructional / Presentation Technologies & Equipment	Order received	6656	\$ 41,218.67	\$ 6,828.13		619002
08-123, 33-286	Network switches	Order received	pro-card	\$ 1,347.64			619002
06-124, 33-286	Architect services	complete	6522	\$ 7,150.00	\$ 1,800.00		613001
06-124, 33-286	Engineering services	complete	6523		\$ 500.00		613001
06-124	Facilities services Construction (budgeted)	summer 2014 construction	to be issued			\$ 13,808.70	Carry Over
06-124	AV installation Labor	summer 2014 construction	6989			\$ 3,139.67	Carry Over
Various	Instructor Workstations Multimedia Classrooms	Order received - install in progress	6629	\$ 8,201.07			660800
Various	Instructor Workstations Lecture Halls	Order received - install in progress	6788	\$ 12,706.44			660800
Various	HDMI input upgrade to University scheduled classrooms	Order received - install in progress	6649	\$ 62,483.86			619002
52-e27, 06-124, & Various	Classroom Networking and Wireless Access Point Installation Labor	Work performed		\$ 22,198.83			617801
<b>Total:</b>				\$ 171,143.01	\$ 49,434.90	\$ 29,422.09	\$ 250,000.00

*A carry-forward of \$29,422.09 is requested to fund projects underway for Summer 2014 installation.*



**ACADEMIC AFFAIRS**  
**Academic Programs**  
**Center for Teaching, Learning & Technology**

**Student Success Fee**  
**Program Annual Report**  
**June 30, 2014**

**College/Unit:** Center for Teaching, Learning & Technology

**Program/Initiative Name:** Faculty Development Support Fund

**Amount of Student Success Fee Funding:** \$47,500 + \$25,633 roll from 2012-13

**Program/Initiative Intent:** Student learning is enhanced when instructional practices incorporate recent advancements from scholarly work on effective teaching appropriate for the students and the technologies in a 21<sup>st</sup> Century University. This fund provides support for faculty participation in CTLT programs, workshops, grants and awards designed to strengthen their teaching skills, enhance their use of instructional technologies and broaden their use of digital resources.

**Articulated Outcome:** Funds are earmarked for a modest number of faculty to participate in an intensive workshop series to redesign instruction to enhance student learning.

- “Flipped” workshop focuses on redesigning course modules as a “flipped” model of technology-enhanced Learn By Doing. Outcomes are a redesigned a module that has proved particularly problematic for students by moving traditional information delivery component of instruction (i.e., lecture) online and out of the classroom. In-class instructional methods, then, will be predominately a range of active learning approaches with opportunities to evaluate, apply, and elaborate on what they learned through online lectures while collaborating with classmates and guided by the instructor.

***Participant time investment: approximately 60 hours total.***

- “Camp Course Design” workshop focuses on refining specific course outcomes and aligning them with appropriate and effective assessments. Outcomes of this workshop series are course proposals/course syllabi with clear and measurable learning objectives closely tied to program learning outcomes (PLOs) and an assessment plan that will generate data to indicate students’ progress on learning outcomes.

***Participant time investment: Approximately 15 hours total.***

**Deliverables (annual):**

- “Flipped” workshop series was presented twice this fiscal year, each during summer when faculty are more likely to be able to allocate time to an extended workshop: September 2013 and June 2014. Twenty-nine faculty (total) successfully completed the workshop series and delivered required culminating assignment. Utilizing new technology skills acquired in the workshop, each prepared an online video summarizing their module redesign work. The videos are suitable for sharing exemplars of informed practices with campus colleagues.

- “Camp Course Design” workshop series presented in December 2013. Twenty six faculty successfully completed the workshop series and produced learning outcomes for their specific courses that were more closely linked to PLOs and accompanied by assessment plans.

#### Annual Expenditures

Workshop	Participants	Duration/ Work time	Stipend/ participant	Stipend Total	Payroll Tax, Supplies, equipment	Totals
Flipped Course Design (June 2013-paid in July)	20	12 days	\$1,250	\$25,000	\$1061	\$25,356
Flipped Course Design (October 2013)	18	12 days	\$1,250	\$22,500	\$326	\$22,826
Camp Course Design (December 2013)	22	2 days	\$200	\$4,400	\$116	\$5,255
TOTALS	60	26		\$51,900	\$1,503	\$53,403

Of the \$25,633 rollover from last year, \$9,893 was used to cover payroll costs for the Writing Instruction Specialist. This leaves a roll forward for 2014-15 of \$9,840. We request that these funds be rolled over and added to the FY2014-15 funding to help cover the cost of the June 2014 Flipped Course Design course, with an expected cost of \$11,400. This rollover will allow us to accommodate growing faculty interest in these workshops (and an expected increase in demand for seats and thus stipends).

**ACADEMIC AFFAIRS  
Academic Programs  
Center for Teaching, Learning & Technology**

**Student Success Fee  
Program Annual Report  
June 30, 2014**

**College/Unit:** Center for Teaching, Learning & Technology

**Program/Initiative Name:** Writing Instruction Specialist

**Amount of Student Success Fee Funding:** \$101,250

**Program/Initiative Intent:** These funds provide salary and benefits support for the Writing Instruction Specialist, who is providing support for efforts campus wide to improve student writing instruction and to infuse practices into instruction. The specialist is working through CTLT to provide support for faculty's teaching and advocate for principles and practices that will advance Cal Poly's goals of enhancing student writing competencies in all majors.

**Articulated Outcome:** This individual is serving as a strong proponent of student success by providing leadership in identifying and implementing best practices for effective writing instruction, consistent with university learning outcomes and program assessment goals. The individual is collaborating with faculty and CTLT staff to strengthen writing instruction through a broad range of activities involving faculty and departments as well as serving and/or consulting with university committees on assessment and curriculum.

**Deliverables to Date:** Specialist recruited and began work September, 2013.

**Expenditures to Date:** Funding fully allocated to specialist's salary/benefits package. \$105,001 salary & benefits + \$7084 moving expenses for a total of \$112,085

**ACADEMIC AFFAIRS  
Student Success Fee  
Year End Program Report  
June 30, 2014**

**College/Unit:** College of Engineering (CENG)

**Program/Initiative Name:** Multidisciplinary Critical Course SSF Funds

**Amount of Student Success Fee Funding:** \$108,333

**Program/Initiative Intent:** Fund those cross-listed and multidisciplinary courses with the largest enrollments for the most efficient use of SSF funds; provide for broad distribution of those funds.

**Articulated Outcome:**

Specific courses funded on a department level.

**Deliverables to Date:**

The following courses were taught with instructional support being provided during AY 2013:

ENGR 459, 460, 461  
BMED/CE/ME 404 lec and lab  
CSC/CPE 101  
EE/CPE 233  
ENGR/BRAE 213 (3 quarters)  
CE/ME 504

Additional deliverables:

BA LAES course support (in addition to College level funding)  
UNIV 392/492 Lab Tech Support

**Expenditures to Date: \$108,333**

Description	Amount
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Instructional Course Support (as listed above)	\$96,880
BA LAES course support	\$ 9,895
Lab Tech Support	\$ 1,558
<b>Total</b>	<b>\$108,333</b>

**ACADEMIC AFFAIRS  
Academic Programs  
Center for Teaching, Learning & Technology**

**Student Success Fee  
Program Annual Report  
June 30, 2014**

**College/Unit:** Center for Teaching, Learning & Technology

**Program/Initiative Name:** Inclusive Excellence Instruction Specialist

**Amount of Student Success Fee Funding:** \$100,970 (\$63,980 plus \$36,990 roll from 2012-13)

**Program/Initiative Intent:** These funds provide salary and benefits support for the Inclusive Excellence Curriculum Specialist, who is providing support for efforts campus wide to enhance inclusivity and to infuse multicultural competencies into the curriculum and into instructional practices. The specialist is working through CTLT to provide support for faculty's teaching and advocate for principles and practices that will advance Cal Poly's goals of creating a more inclusive campus climate and promoting diversity.

**Articulated Outcome:** This individual is serving as a strong proponent of student success by providing leadership in identifying and implementing best practices for bringing inclusivity and diversity issues into the curriculum, consistent with university learning outcomes and program assessment goals. The individual is collaborating with faculty and CTLT staff to strengthen inclusivity and diversity issues in the curriculum through a broad range of activities for faculty and departments as well as serving and/or consulting with university committees on assessment, curriculum, and inclusivity/diversity.

**Deliverables to Date:** Specialist recruited and began work September 2013.

**Expenditures to Date:** \$97,241 of funding allocated to specialist's salary/benefits package plus \$2787 for relocation expenses for a total of \$100,028.

**ACADEMIC AFFAIRS**  
**Student Success Fee**  
**Program/Status Quarterly Report**  
**June 30, 2014**

**College/Unit:** Office of University Diversity & Inclusivity

**Program/Initiative Name:** Student Engagement: Inclusivity and Diversity

**Amount of Student Success Fee Funding:** \$100,000

**Program/Initiative Intent:** This initiative provides support for programming, training, and related activity sponsored through the new office of the Executive Director for University Diversity and Inclusivity to further Cal Poly's commitment to:

- Create a campus culture which thrives on differences (in and outside of the classroom)
- Make clear the strong connection between diversity, inclusion and inclusive excellence
- Underscore the support of all students in their pursuit of an education
- Make diversity and inclusivity a part of the campus cultural experience, with a commitment to measuring success

**Articulated Outcome:** The funding will support Learn-by-Doing opportunities, and encourage student engagement in activities and initiatives supporting diversity and inclusivity goals. Specifically during the 2014-2015 Academic Year, the Office of University Diversity and Inclusivity plans to implement a speaker series that aligns with our comprehensive polytechnic identity and connects issues of diversity and inclusion in their current work. Students will have opportunities to engage with the speakers during their campus visits. We are also planning to offer small professional development grant funds for faculty, staff and students. This effort will enhance the campus climate, as professional development participants will report back to the campus community and share valuable resources that will impact inclusive excellence initiatives.

**Deliverables to Date:**

- Hosted the 1<sup>st</sup> Annual Welcome Reception
- Sponsored 5 Guest Speakers
- Held 2 Cultural Community Forums
- Hosted a Native American Community Visit
- Supported PolyCultural Weekend
- Donated books to Counseling & Guidance M.A. students
- Sponsored conference attendance to FYE and NCORE for SAS staff and Cross Cultural Center staff.

**Expenditures to Date:**

<b>Description</b>	<b>Amount</b>
Book Donation to Counseling & Guidance M.A. Students	791.20
Campus Climate Survey Expenses	6,101.79
Conference Attendance Sponsorship for SAS and CCC Staff	8,670.88
Cultural Community Forums	997.66
Guest Speakers	23,459.47
Misc. Event Expenses	302.80
Native Community Visit	4,335.30
PolyCultural Contribution	5,000.00
President's Diversity Awards	1,000.00
Welcome Reception	<u>\$8,082.77</u>
TOTAL	\$58,741.87

**ACADEMIC AFFAIRS**  
**Student Success Fee**  
**Year End Program Report**  
**June 30, 2014**

**College/Unit:** Graduate Education

**Program/Initiative Name:** Graduate TA/GA Appointments for AY13-14

**Amount of Student Success Fee Funding:** \$100,000

**Program/Initiative Intent:** The proposed initiative provided financial support for graduate students and enabled them to achieve success in their educational goals. Specifically, the funds were for Teaching Associate (TA) and Graduate Assistant (GA) appointments that would be offered to either currently enrolled or newly admitted students. TAs enrich the learning experience for our undergraduates by bringing a diversity of educational backgrounds to the class-room. Practically, TAs also enable colleges to offer critically needed classes that are heavily impacted, which could help us improve our student's time-to-graduation. A GA appointment would give graduate students the much needed time and financial support to focus on the research that is required for their culminating experience. Allowing them to gain experiences in professionally-oriented initiatives such as public-policy, counseling, entrepreneurship, city & regional planning and sustainability. Moreover, our graduate students play a key role in the development of our teacher-scholar culture throughout our campus.

**Articulated Outcomes:** TA positions will enable students to develop their leadership skills through a practical learn-by-doing experience. The experience should also provide students the opportunity to apply the fundamental principles they have learned and deepen their mastery of the subject. GA positions should enable the student to make significant progress towards completing their research project. Hopefully the funds will enable collaboration outside of the Cal Poly campus and provided students with an opportunity to share their research results and to make progress towards becoming citizen-scholars.

**Deliverables:**

- GradEd established a request for appointment process (10/10/13) along with a set of criteria for assessment of applicants; 19 TA and 49 GA applicants were received and evaluated for a total request of \$229,083.95.
- 14 TA and 35 GA appointments were approved for a total of \$102,924.75 (see attached summary). All of the TA appointments were processed through individual departments, while GradEd coordinated all GA appointments and documentation with HR.
- Each TA/GA had a faculty adviser who served as a mentor and evaluator of their progress.
- A Survey was completed by 24/49 (49%) participants and the results are summarized below.

Summary of Survey results (10=strongly agree & 0=strongly disagree):

1. This appointment enabled me to develop a deeper understanding of my field of study = 9.2
2. The financial support from this appointment enabled me to complete my degree studies in a shorter time frame = 7.15



3. The financial support from this appointment played a significant part in my decision to attend Cal Poly = 5.85
4. This experience inspired me to consider a career in teaching = 6.67
5. The course I taught was impacted and my appointment enabled more students to take this course = 7.27
6. This appointment enabled me to develop and improve my teaching skills = 9.18
7. My faculty adviser provided the training I needed to be an effective e instructor = 8.18

**Analysis and Recommendations:**

- Of the 14 TAs, only 32% were the instructor of record; we need to work more closely with the Department Schedulers to facilitate TAs being the instructor of record.
- We need to provide more TA training to equip graduate students with tools and skills required to be effective in the classroom.
- We need to work more closely with the GA appointments to facilitate the potential for publications, participation in national competitions and/or presentations at professional conferences.

**Expenditures:**

Description	Amount
TA/GA appointments per attached spreadsheet	\$102,924.75
<b>TOTAL</b>	<b>\$102,924.75</b>

**ACADEMIC AFFAIRS**  
**Student Success Fee**  
**Program/Status Annual Report**  
**June 30, 2014**

**College/Unit:** Admissions

**Program/Initiative Name:** Recruitment/Outreach

**Amount of Student Success Fee Funding:** \$310,000

**Program/Initiative Intent:** Broaden the Partner Program to achieve greater student diversity and provide further opportunities on campus for both prospective students and their teachers. Expand the efforts of our volunteers in support of our recruitment endeavor to all 50 states as well as see us directly involved with the targeted fairs and events.

**Articulated Outcome:** Increase influence to anticipated target audiences (prospective students, parents, counselors & school personnel) to place Cal Poly among their top choices in a college education. Increase participation in targeted recruitment and yield specific activities and events. Increase the number of targeted contacts seen through use of the CRM. Increase the number of applicants and enrolled students from targeted areas.

**Deliverables to Date:**

- Traveled to 75 CA partner schools to meet with admitted & prospective students
- Completed 60 National High School Visits/Informational Sessions
- Coordinated Partners Yield Reception events in Northern, Southern, & Central California
- Worked with I'm First to create Cal Poly's first generation focused directory page
- Participated in 61 NACAC, PNACAC, WACAC, TACAC & other East Coast regional college fair programs
- Assisted with the coordination of the PolyCultural Phone-A-Thon program
- Completed 15 special group visitor student panel sessions
- Presented information to admitted and prospective students that visit campus
- Coordinated annual Partner's Pre-Collegiate Symposium Program with over 160 prospective Juniors
- Coordinated Partner's Program Counselor Workshop during the Pre-Collegiate Symposium
- Assisted in the coordination of 16 National Yield Reception events
- Expanded the Alumni Ambassador recruitment efforts
- Coordinated admitted student information sessions with representatives from various departments across campus
- Participated in local high school visits and workshops from Lompoc to Paso Robles
- Launched U-Chat Campaign for admitted partner and out of state students
- Created personalized video messages for prospective students, parents, & counselors

**Expenditures to Date:**

Description	Amount
Salaries/Benefits for two employees	\$139,271.75
Travel Out of State	\$21,026.04
Travel In State	\$16,374.10
Supplies and Services	\$9,961.63
College Fair Registration	\$4,760.00
Memberships Recruitment Staff	\$880.00
Advertising	\$66,500.00

Marketing Services	\$5,387.00
High School Student Inquiries	\$20,000.00
Out of State Student Recruitment –College Bound Selection SRVC	\$5,916.04
2013 Student-View Report Level	\$5,760.00
ACT-EOS Student Records 2013	\$4,316.64
PSAT Search Tapes: SS1, SS2, SS3	\$49,737.24
Admissions FY 13/14 Software College Board	\$6,489.30
Talent Identification Program NRCCUA	\$55,339.82
New Student Partner School Yield Receptions	\$14,175.55
Partner Ambassador Polos and Nametags	\$1,324.77
On Campus Partner Retreat Lunch	\$103.00
On Campus Partner Reception	\$1,115.31
Progressive Business Conference for Associate Directors	\$398.00
Cell Usage and iPad 4G	\$1,559.90
<b>TOTAL</b>	<b>\$430,396.09</b>

O/E Budget	\$222,914.92
Encumbrance Budget Roll Forward	<u>\$25,916.04</u>
Total O/E Budget	<b>\$248,830.96</b>
Total Salary/Benefits Budget	<u><b>\$134,442.84</b></u>
<b>Total Salary/Benefits &amp; O/E Budget</b>	<b>\$383,273.80</b>
Roll Forward Balance	<u>\$47,357.76</u>
<b>Total SSF01 Budget</b>	<b>\$430,631.56</b>
Total Salary/ Benefits & O/E Expenses	<u>\$430,396.09</u>
Ending Balance FY2013-14	\$235.47

**ACADEMIC AFFAIRS**  
**Faculty Mentors**  
**Program/Status Quarterly Report**  
**June 30, 2014**

**College/Unit:** Academic Affairs-Office of the Provost

**Program/Initiative Name:** Faculty Mentors

**Amount of Student Success Fee Funding:** \$151,639

**Program/Initiative Intent:** These funds will be used to hire faculty members on a half-time basis to work collaboratively with each other and with students to develop and implement a mentoring program for students from diverse backgrounds. These funds will also support students to serve as research assistants in this program.

**Articulated Outcome:** Faculty mentors will work collaboratively with each other and with campus leaders to carry out an inventory of services and programs currently offered in support of diverse students. They will gather information directly from diverse students regarding their experiences at Cal Poly and in the community (formal surveys, focus groups, etc.) to understand how we might better meet their needs socially, academically, and culturally. The mentors will develop formal plans to respond to student needs identified above--This may include responses specific to individual constituent groups and/or university-wide programming. Students will be directly involved in this work as research and program assistants.

**Deliverables to Date:**

- Met with campus programs and student services to obtain information and build relations for future collaboration: Nelda Olvera (SAS), Patricia Ponce (Ombuds), Geneva Nagaya-Abiko (Counseling Services), Shannon Stephens (Mustang Success Center)
- Reviewed CP web pages to become familiar with services available across campus to promote student success
- Participate in workshop with Dr. Parham (May 15, 2014)
- Met with Zebulun Davenport to discuss unique concerns of first generation students
- Met as a group for in-depth planning and preparation for AY 2014-2015
- Developed Marketing and assessment strategies

**Expenditures to Date:**

Description	Amount
Faculty Mentors – Salaries and Assigned Time	\$19,424
Faculty Mentors – Travel	\$2,517
TOTAL	\$21,941