

Graduate Education Action Plan Progress 2017/18

Action Item	Description of Activity(ies)	Timeline	Unit(s)/ Committee(s)/ Position(s) Responsible	Status: Not Initiated (NI); In Progress (IP); Completed (✓); Additional Notes
I. Clearly Define Leadership and Infrastructure for Graduate Education				
IA. Define leadership for graduate education, with effectively coordinated roles and responsibilities.	Graduate Dean resolution passed by Academic Senate and approved by President (Contingent upon availability of baseline budget for salary & O&E)	AS: September 12, 2018 President: October 5, 2017	GC	✓
	Establish graduate dean position or related permanent solution	AY 2018/19?	Provost/VPAA	IP
IB. Identify and establish a centralized physical location with personnel to field questions regarding admissions requirements, financial aid, and program information.	SSP DRAFT position description developed 2016/17; review spring 2018 to assess need and consider revisions	Submit in personnel request process 2018/19	AVPAA	IP
II. Create a Graduate Education Action Plan				
IIA. Monitor the action plan and report and discuss progress annually.	Annual review each spring in Graduate Council	April 2018	GC	Ongoing, annually
IIB. Use action plan progress reports and corresponding discussions to inform decision-making about graduate education annually.	See what emerges from April/May discussions	September 2018	GC and AA Leadership	IP
III. Grow Enrollment in Graduate Education by Increasing Support for Outreach, Communications, and Recruitment, and by Developing Innovative Graduate Programs				
IIIA. Through collaboration between the Enrollment Management Committee and the Graduate Council, identify optimal enrollment in graduate education.	Graduate Council (which includes the College Deans) meet with Enrollment Management Committee Chair	April 2018	GC and EMC Chair	IP

IIIB. Increase and enhance outreach and recruitment activities for prospective graduate students, such as increased University participation in recruitment fairs, and continued enhancement of the University's Graduate School Information Session.	Spring 2018 Stan State Graduate Education Fair	March 28, 2018	Program Faculty w/ CEGE	✓
	Forum for Diversity in Graduate Education	April 21, 2018	Program Faculty w/ CEGE	✓
IIIC. Improve the application process and related communication for prospective students.	With Cal State Apply, it is now a combined application process, University and program in a single application	2018	Admission/ Outreach and Enrollment Services	✓
IIID. Develop innovative graduate programs in response to regional needs and opportunities.	MS Nursing, Concentration in Family Nurse Practitioner	Spring 2017	Program Faculty and Dean	✓
	MA Child Development	Spring 2018	Program Faculty and Dean	✓
	Ongoing, as identified by Colleges		Program Faculty and Deans	Ongoing
IV. Increase Support for Graduate Student Engagement and Success				
IVA. Continue to enhance and increase participation in activities and events that connect graduate students with the wider university community and support the development of a Graduate School culture, such as the Graduate School Welcome Event.	Graduate School Welcome Event (2nd annual)	August 21, 2017	CEGE	✓ IP
	Graduate School Welcome Event (3rd annual)	August 20, 2018	CEGE	IP
IVB. Increase support for teaching and research assistantships, internships, travel to professional meetings, research and creative activities, other professional development activities, and academic support such as graduate-level writing and quantitative skills.	Increased IRA funds secured from \$67,600 to \$139,100 to support travel and Assistantships (UG+Grad)	Spring 2017	CEGE	Spring 2017 ✓ Spring 2018 IP
	Secured \$10,000 in private support for five additional Graduate Assistantship positions	Spring 2017	AVPAA	Fall 2017 ✓ Summer 2018 IP
V. Through Appropriate University-wide Consultation, Identify and Implement Appropriate Graduate Faculty Workload				
VA. Identify and implement appropriate workloads for active graduate faculty so they can appropriately engage in and support students in a scholarly graduate culture.			AA Leadership	NI

VI. Develop and Implement Meaningful and Sustainable Institutional-level Assessment of Graduate Education				
VIA. Develop and implement an updated institutional-level graduate education assessment plan.	Developed plan and was approved by Academic Senate	Spring 2018	GC	IP (awaiting President's signature)
VIB. Report and discuss observations about assessment findings annually.	College FLCs are conducting review of annual reports and APRs	2017/18	College FLCs	IP
	Faculty Fellow for Assessment will be writing draft of the institutional-level graduate education annual report	Summer 2018	Faculty Fellow for Assessment	NI
	Grad Council review/revise/approve institutional graduate education annual report	Fall 2018	GC	NI
VIC. Use observations about program-level assessment data, reports, and corresponding discussions to inform Graduate Council's recommendations regarding graduate education at the institutional level.	See what emerges from discussion	Fall 2018	GC	NI
VII. Increase and Enhance Community Engagement				
VIIA. Increase and enhance opportunities for graduate student and faculty engagement with the community through research, scholarship, creative activities, internship placements, and service learning activities.				NI
VII B. Increase communication with both internal and external constituents about graduate student and faculty engagement activities with the community.	Video of interviews with selected SERSCA Graduate Assistantship students and faculty on RSCA and the community	Spring-Summer 2018	AVPAA with CEGE	IP

VIII. Support Effective Fundraising for Graduate Education				
VIIIA. Support efforts to secure intramural funds for graduate education, such as Instructionally Related Activities (IRA) funds for the Student Engagement in Research, Scholarship, and Creative Activities (SERSCA) Program, and baseline funding in Academic Affairs.	Increased IRA funds secured from \$67,600 to \$139,100 to support travel and Assistantships (UG+Grad)	Spring 2017	CEGE	✓ (annual, ongoing)
	Increased CEGE operating budget \$12,000 for welcome event, grad fair, and academic support programming	Spring 2018	AVPAA	✓
VIIIB. Support efforts in collaboration with University Advancement to secure extramural gifts/donations for graduate education.	Established the SERSCA Fundraising Plan, securing \$10,000 first year	Fall 2017	AVPAA with CEGE	Ongoing
VIIIC. Support efforts in collaboration with the Office of Research and Sponsored Programs to secure grants and/or contracts for graduate education.				NI