

# Open Forum on Strategic Analysis of Graduate Programs:

Jan. 18, 2017, 3:00 pm – 4:00 pm, Eucalyptus Room

## Meeting Notes

**Attendees:** Ranisha Wilkes, Student Affairs; Dr. Diaz-Rico, TESL Program Graduate Coordinator; Dr. Jerez-Gomez, Spanish Program Graduate Coordinator; Dr. Hassija, Psychology; Dr. Baek, Instructional Technology Program Coordinator; Monir Ahmed, AVP of Finance.

**Chair:** Francisca Beer

**Welcome:** Dr. Beer welcomed the group, reviewed the points in the CSUSB Strategic Plan that refer to graduate education, and gave an overview of the progress of the strategic analysis. The meeting was then opened to questions and comments.

### Questions and Comments:

Access to Data: A few participants asked to see data at the program level. (University and College data is available.) Dr. Beer explained that program data had initially been made available via the strategic analysis website, but the steering committee later decided to remove the information after considering comments from faculty. Several participants commented that program information is valuable to prospective students and should be made available.

Recruiting and Enrollment Growth: One participant asked how we compare to other schools in terms of enrollment. A clear vision is needed. The steering committee plans to explore collaborating with the career center and international admissions to strengthen recruiting. There is no follow-up or assistance with the application process. She recommends that the university hire a graduate admissions advisor to follow up with applicants.

Teaching Assistantships: One participant commented that he believes we are losing students due to the lack of teaching assistantships and research assistantships at CSUSB. He noted that these positions attract students and the experience has a tremendous impact on their success. A participant who formerly worked in admissions at the University of California commented that teaching and research assistantships were used there to attract and retain promising students. Funding is needed to develop these positions.

Advising/Sponsoring Students: It was suggested that graduate programs try assigning faculty advisors, or sponsors, to students. Some other schools use this model. Each new student is sponsored/advised by a faculty member; faculty members decide who they want to sponsor. This system improves retention, and has the additional benefit of strengthening relations within the departments. Faculty worked collectively to ensure students got the support they needed, and supported each other.

Graduate Student Leadership Development Program: It was noted that there is less financial assistance and fewer programs for graduate students. It was also noted that while the ASI Board distributes funds for students, there is no always a graduate student representative in the committee. This may be true of other boards on campus. One participant suggested a graduate student leadership development

program, tied to a scholarship; awardees would receive some funding and participate in campus leadership opportunities, such as the ASI Board. The students would become advocates for graduate education.

Graduate Studies Advisory Board: Dr. Beer mentioned that the Office of Graduate Studies is looking into developing an advisory board. Participants recommended including representatives from the community, such as local government and industry. Suggestions included Amazon, Edison, and looking into the owners of the new warehouses and shipping facilities being built in the Inland Empire.

Quarter to Semester Conversion: One participant stated that the conversion may require graduate students to take three classes each semester; he felt this may negatively impact graduate students since many work fulltime and have families. He said there is no graduate studies representation on the Q2S steering committee.

**Conclusion:**

The main concerns that surfaced were recruiting and retaining new students, and the need to advocate for graduate students on campus. Dr. Beer thanked the participants for their time and input. The comments and suggestions will be reviewed by the steering committee.