

## CSU, Chico Graduation Initiative Advisory Team

### CHARGE

The Chico Graduation Initiative Team coordinates and advances campus efforts to serve students in making timely progress to a high quality, meaningful undergraduate degree. We do this through intentional and data-driven efforts to improve learning environments and to identify and remove barriers to student success.

The Graduation Initiative Team is responsible for

- Tracking campus progress in achieving first time freshmen 4- and 6-year graduation targets and transfer 2- and 4-year graduation targets and eliminating the graduation gap between historically underserved students (first-generation, low income, and students of color) and their better-resourced counterparts.
- Establishing annual data-informed strategic priorities and working in cross-campus collaboration to achieve them.
- Allocating available campus Graduation Initiative funds through a goal-driven and transparent process
- Engaging with campus stakeholders and reporting regularly on Graduation Initiative activities and progress.
- Providing required reports on Graduation Initiative activities and progress to the CSU Chancellor's Office.

### STRUCTURE

#### Executive leadership

Provost and Vice President for Academic Affairs

Vice President for Student Affairs

#### Co-Chairs (selected from committee membership)

Provost's Designee (2018-2019: Interim Dean of Undergraduate Education)

Vice President for Student Affairs' Designee (2018-2019: Interim AVP for Student Life)

#### Members

1. Vice Provost for Academic Programs
2. Dean, Undergraduate Education
3. Chair of the Academic Senate

#### Enrollment Management and Business Processes

4. Associate Vice President for Enrollment Management
5. University Registrar
6. Director, Academic Advising Programs

7. Director, Financial Aid and Scholarships
8. Director of Student Financial Services

University Diversity Committee (selected by the University Diversity Committee)

- 9, 10. Two members (may serve as both the UDC rep and in another role on the Team)

Faculty (appointed by college chairs)

- 11-17. One faculty member selected from each academic college and the Library (A person may serve as both the faculty representative and in another role on the Team.)

One Academic Dean (appointed by the Provost)

- 18.

Student Life

19. Associate Vice President for Student Life
20. Dean of Students or designee
21. Director, Student Life and Leadership or designee
22. Program Coordinator for Orientation and New Student Programs

Academic Support and Innovation

23. Director, First-Year Experience program
24. Director of Faculty Development
25. Associate Director, Student Learning Center
26. Director, Early Outreach and Support Programs
27. Director, Chico Student Success Center or designee

Data and Institutional Research

28. Associate Vice Provost for Information Resources
29. Director of Institutional Research

Budget

30. Associate Vice Provost for Budget and Academic Resources

Two Students (appointed by VPSA)

- 31.
- 32.

Steering Committee

A Steering Committee shall be established from the membership of the GI Advisory Team. The Steering Committee shall be comprised of seven members and shall include the GI Advisory Team co-chairs; two faculty members, one of whom shall be a member of the University Budget Committee; two additional representatives from Student Affairs; and one additional representative from Academic Affairs.

Members of the Steering Committee shall serve two-year terms. The Steering Committee sets meeting agendas based on the Team's review of the campus plan and relevant data. The Steering Committee also makes recommendations for the strategic allocation of GI 2025 resources. See "Resource Allocation" below.

### Subcommittees

Subcommittees, working groups, and task forces may be formed as needed to accomplish specific goals.

### **MEETINGS**

The Team will hold open regular meetings. Subcommittees will hold additional meetings as needed. Agendas for monthly meetings will be prepared by the co-chairs in consultation with the Steering Committee and published in advance on the Graduation Initiative Website, where synopses of meetings will also be posted.

### **RESOURCE ALLOCATION**

Initial campus allocations of CSU GI funds are made by the Provost and Vice President for Student Affairs. The GI Advisory Team will solicit and evaluate proposals for the timely use of unencumbered "discretionary" funds. Criteria for making awards shall include evidence-based potential for improving student success and reducing equity gaps, alignment with annual priorities, scope of impact, sustainability, and quality of assessment plan (outcomes, metrics, targets). Proposals will be reviewed by the Steering Committee, which will make recommendations to the full Team. Steering Committee members shall recuse themselves from consideration of any proposals that come from their own immediate units. Upon approval by the Team, funding recommendations will be made to the Provost, Vice President for Student Affairs, and the University Budget Committee. Funded proposals shall submit reports that align with the original assessment plan. Results of funded proposals will be reported on the Graduation Initiative website.

### **REPORTING AND ACCOUNTABILITY**

The Graduation initiative Team is guided by the [Longterm Student Success Plan for CSU, Chico](#) and its successor documents. The Steering Committee is responsible for identifying appropriate mechanisms for tracking and measuring progress in achieving the priorities laid out in the *Plan*. The Team shall produce an annual report summarizing activities, outcomes, and progress toward 2025 targets. This report shall be presented to the Provost, the Vice President for Student Affairs, and the Academic Senate. In addition, regular updates will be posted on the Graduation Initiative website and provided to other campus stakeholders as appropriate. A summary of GI Team allocations will be reported to the University Budget Committee. The Team is responsible for submitting all required reports to the Chancellor's Office in a timely manner.