

Program/Project Annual Report
Liberal Studies Blended Program
July 1, 2012 – June 30, 2013

Purpose of Program/Project:

The mission of the Liberal Studies Blended Program is to provide a strong knowledge-based education in the liberal arts that will provide subject matter preparation for elementary and special education teaching or foundation preparation for other professions. Providing academic preparation for the single largest major with 1200+ students on campus, the Liberal Studies Blended degree program is represented by a broad cross-section of academic disciplines and faculty.

Administrative Housing of Program/Project:

The Liberal Studies Blended Program is the only undergraduate degree program in the Kremen School of Education and Human Development. The program office is housed in the Education Student Services Center, located in the Education Building, Room 100. The Liberal Studies Blended Program provides comprehensive services for identifying and advising liberal studies major students and prospective Multiple Subject and Special Education teachers. There is a half-time program coordinator, two full-time academic advisors, a full-time administrative assistant, , and student assistant positions. The staff members provide advisement for resident and transfer students, potential applicants, applicants and program enrollees.

The Program has two lines of reporting; one for administrative purposes and one academically. For administrative purposes, the Program office reports to the Associate Dean of the school. The program is supported by a modest budget, which is monitored by the Liberal Studies Coordinator. For academics, the Liberal Studies Review Committee, made up of various faculty representing the academic areas, reviews the major and academic structure of the program. Their purpose is to review subject matter assessment processes and procedures for the program, address special program-related issues and/or problems identified by subject matter faculty and to make recommendations to the Director of Teacher Education.

The Liberal Studies Coordinator, advisors and faculty work diligently in promoting various collaboratives for the program. With approximately forty percent of the students transferring in to the program, they work closely with community colleges so that prospective Multiple Subject and Special Education teachers can transfer to the University in a seamless manner. In order to promote an ongoing effort to communicate and share information about the program, the staff has constant communication with other advisors throughout the university, as well as to all of the feeder community colleges.

Major Accomplishments 2012-2013

The Liberal Studies Blended Program continues to make great strides and uphold its mission to be a leading subject matter preparation program for elementary and special education teachers.

The following is a list of accomplishments, on and off campus outreach activities, and a summary of the effectiveness of the program:

- **The Liberal Studies Blended Major** continues to serve as the primary major for those preparing to become elementary and special education teachers. The program is still one of the single largest majors in the university and one of the largest in the CSU system.
- **The Liberal Studies Review Committee (LSRC)** – Faculty representatives are very dedicated to their work in supporting a quality academic program for future teachers. The following consists of a list of accomplishments by the Committee:
 1. Re-design of Student Outcomes and Assessment Plan (SOAP - The Committee was able to finalize and submit the updated SOAP for the program. This process included a re-design of the program assessments laid out in a three year plan.
 2. Reviewed Program Curriculum - As requested internally by faculty/administrators or externally by State or federal policy/legislative changes. This included the reduction of 4 units for the degree, in order to be in line with the 120 unit mandate for bachelor's degrees in the CSU system.
 3. LSRC Committee Meetings - The committee met on a regular basis throughout the year (twice a month).
 4. STEM Concentration – The Committee was presented with a proposal for a STEM (Science, Technology, Engineering, and Mathematics) concentration. The need for elementary teachers to be better prepared in the STEM areas was recognized, hence the approval of a fourteenth concentration option for the major.
 5. Committee Affiliations – The Liberal Studies Coordinator participated as an active member on affiliated committees, such as the President's Commission on Teacher Education, Student Success Task Force, Graduation Rate Initiative Team, University General Education Committee, and the Multiple Subject Review Committee.
 6. Liberal Studies Coordinator, Janell Morillo, participated in the state-wide Liberal Studies Coordinators meeting in March at Sacramento State University. The Fall meeting was attended by Liberal Studies Review Committee Chair, Kim Morin, at California State University, Pomona. Also, Janell Morillo attended the Central Valley Higher Education Consortium (CVHEC) Degree Completion Workshop in March regarding Senate Bill 1440.
- **The Liberal Studies Advisory Board** met in October 2012 and developed plans for the 13th Annual Fresno State/Community College Liberal Studies Conference. In accordance with last year's focus, the conference was designed for Fresno State and Community College students seeking to become elementary teachers. The conference highlighted the following topics and speakers:
 - STEM Education – Dr. Carol Fry Bohlin, Mr. Don Williams, Ms. Nell Papavisilou
 - Financing Your Education – Mr. Greg Varela
 - Education Careers Pathways – Ms. Diana Dille
 - Keynote Address: Mentoring – Dr. Kenneth Magdaleno

The keynote address focused specifically on mentoring in the schools and the empowering effect it can have for students. Dr. Magdaleno even had a junior high student from his mentoring program share his experiences with the conference attendees.

- **Advising Team** – The Liberal Studies Program has a Decentralized Advising Model. There are 2 full time professional staff, and a Coordinator that provides the advising for all of the Liberal Studies majors. It is considered a tremendous asset to have this advising unit considering we are able to provide advising services to students 12 months of the year. The professional staff are highly trained individuals, having participated in numerous training and professional development opportunities throughout the year. Of special note is the adoption of the Grades First software, which is a web-based student performance monitoring system that provides automated student services and communication between faculty and staff.

The following table shows the large volume of advising appointments conducted by the advising team in 2012 - 2013:

	Appointments	Walk Ins
July '12	49	60
August '12	82	95
September '12	101	84
October '12	169	110
November '12	79	106
December '12	82	103
January '13	121	178
February '13	159	89
March '13	141	137
April '13	101	383
May '13	76	135
June '13 (up to 6/18/13)	29	44
	1189	1524
	Total Advising Appointments = 2713	

- **Outreach Counselor** –The Outreach Counselor meets with prospective students and helps to coordinate a number of outreach activities throughout the year (see Outreach Activities below). Currently, the counselor is housed in the University Center, but office space has been provided with the intent for the counselor to have better access to the Liberal Studies staff, creating a collaborative working environment.

The Outreach Counselor's primary role is to pre-advise Community College Transfer students and high school prospects. He also advises on admissions requirements, reviews transcripts, provides recommendations for transferable major courses, and keeps current on articulation agreements with regional Community Colleges.

The Outreach Counselor also visits various regional high schools and community colleges, as well as represents our School and Program at various events including Preview Day, College Night, Transfer Day, New Student Orientation, and College Expo, in addition to setting up information tables and participating in classroom presentations at numerous campuses across the state.

- **Outreach Activities** – The Liberal Studies Advisors and Outreach Counselor participated in a number of recruitment related contacts during 2012-2013. Among others, they include the Liberal Studies orientations (DOG DAYS), workshops and community college and high school outreach activities. Following is a list of the outreach activities supported by the Liberal Studies Staff since July 1, 2012:
 1. Visit ROP- Education classrooms from feeder high schools
 2. Fresno State/Community College Liberal Studies Conference
 3. Outreach advising of prospective students interested in LS- (approx. 250 of appts over the past year)
 4. Fresno Area College Fair
 5. General Outreach- National and In-State College Fairs
 6. Preview Day- 131 students registered and 56% attended
 7. Dog Days Staff Presentation- Recruitment Highlights
 8. Next Steps Webinar for admitted students
 9. Created KSOEHD Quick Facts Handout
 10. Try Teaching Symposium- Allan Hancock College
 11. Student Athlete Career Fair- Guest speaker

It is important to note that there are many other outreach activities that the Liberal Studies Program has been involved with. Fortunately, with the services of the ESSC Advisors and Outreach Counselor, our school programs have been well represented for such events.

- **Intergrated Advising** - In order to meet program needs and coordinate the practices to integrate advising (recently provided for the Liberal Studies Blended Degree Program, the Multiple Subject Credential Program, and the Education Specialist Credential Program), the advising team added the Single Subject Credential Program to their advising load. This streamlined the advising efforts of the Education Student Services Center and provided greater accessibility for students interested in pursuing and applying to the programs.
- **Student Clubs** – The Build-A-Teacher Club and the Southeast Asian Teachers Club remain active as they work to increase support and awareness for prospective teachers. Both groups work actively to provide support to students through guest speakers, presentations and conferences. Liberal Studies Advisor, Jessica Choy, and faculty members, Song Lee and Janell Morillo, serve as the club advisors.

Sources of Funding

Most of the funding for Liberal Studies advising operations in the Kremen School comes from the Provost in the Other Instruction Allocation budget. A line item in this allocation includes the funding of a .50 Coordinator, two advisors, one clerical position, and the remainder being operational expenses. Here are the updated figures for the 2012 – 2013 year:

The Provost's allocation for Liberal Studies was \$155,068. Of this amount, a total of \$122,043 is directed toward the salaries of the Coordinator (.50), advisors, clerical support and student assistants. The Provost also provided additional funding of \$2,500 for the Liberal Studies Annual Conference.

The Kremen School supplements the Provost's budget with funding for a 1.0 receptionist position for \$45,000. Furthermore, the Kremen School provides \$10,000 for supplies and services. Thus, the funding support from the Provost (\$157,568), the Kremen School (\$55,000) results in a grand total of \$212,568 for Liberal Studies for 2012 – 2013.

Space and Equipment Utilization

All of the program staff are located in the Education Student Services Center, Education Building Room 100. This arrangement has suited the program well, giving students a central location for advising and information. It also brings a sense of belonging to the majority of our students that are planning for careers in education.

*Special note – In July 2012, the KSOEHD Credential Analyst and the Graduate Admissions Technician were moved in to the Education Student Services Center, ED 100. This arrangement has provided the Liberal Studies staff better access and collaboration with KSOEHD colleagues relative to the credential and graduate programs.

Goals and Objectives 2012-2013

- **Retention Efforts** will continue to remain as a top priority with the university goal of increasing the retention and graduation rate of our students. Currently, Liberal Studies has one of the highest retention rates for undergraduate programs in the university. Special initiatives, such as the 2nd Year and 3rd Year Initiatives, will resume.
- **Implementation of new Student Outcomes Assessment Plan (SOAP)** – With a new designed SOAP Plan approved by the Liberal Studies Review Committee this past semester, the program will be able to start assessing the identified program Learning Outcomes, starting in Fall 2013.
- **Advising** remains a top priority. The two full time professional staff and faculty advisor will continue to work closely and collaborate on student initiatives and professional development in order to improve the services for students.
- **Utilization of Social Media – Various social media outlets have been updated or designed in order to provide** better access and more extensive information regarding the program. This includes the Liberal Studies website, Facebook page and Twitter account. We will continue to improve these resources so students have greater accessibility to relevant

information such as the program Mission Statement, Coordinator's Welcome, News & Events, Faculty & Staff, Degree Requirements, Advising, and FAQ's.

- **Student Clubs** will continue to focus on recruitment and development in order to provide students with more opportunities/information related to the field of education.
- **Communication** with our regional community colleges will continue with:
 - The annual Fresno State/Community College Liberal Studies Conference (Spring 2014)
 - The Liberal Studies Advisory Board
 - Outreach Activities
 - Meetings with Community College Counselors
- **The Liberal Studies Program Student Outcomes Assessment Plan** will continue to drive the program in meeting the objectives and assessments for the program. The first assessments under the updated plan is set for Fall 2013.
- **Recruitment** will remain a top priority as we strive to increase the number of Liberal Studies majors, particularly for those interested in pursuing a Multiple Subject and/or Education Specialist credential.