

DATE: January 28, 2013

TO: Elizabeth Griego, Vice President for Student Life
David Hemenway, Executive Director of Institutional Effectiveness

FROM: Erin Rausch, Director of the Center for Community Involvement

CC: Lisa Cooper, Associate Vice President for Student Life

SUBJECT: 2012 CCI ACTION PLAN PART 2

INTRODUCTION

The purpose of this report is to offer a second formal response to the major recommendations identified by both the CCI self-study and the independent review committee as part of the Center for Community Involvement's 2010-2011 Program Review. Due to the nature of the recommendations, it was appropriate to delay the second part of the action plan until the completion of the institutional strategic plan, *Pacific 2020*, announced August 20, 2012.

From the outset, the committee was encouraged to consider any and all issues related to the CCI that could be relevant in improving the quality of programs, services, and facilities. The Self-Study Report for the Center for Community Involvement (Self Study), authored by Erin Rausch, Director of the CCI, was made available to committee members to help build perspective with regard to major issues impacting the department. Subsequently, the committee engaged in a thorough review of all components of the CCI based on the Council for Advancement of Standards in Higher Education (CAS) categories interviewing students, staff, colleagues and community members about the work of and their perspectives on the CCI.

CCI REPOSE AND ACTION PLAN SUMMARY

This summary has been organized as a response to the major priorities identified as a result of the 2011 CCI self-study and external review and upon consideration of the new institutional strategic plan, *Pacific 2020*.

1. Priority: Clarity CCI Mission and Vision

In discussing this issue, the external review committee urged the CCI to take a “time-out” to look carefully at what student leaders, administrators, and staff want for the future of the CCI.

Director of the Center for Community Involvement and the Associate Vice President for Diversity and Community Engagement (AVP for DACE) planned and held a strategic planning retreat in October 2011 to look at the Mission and future Vision for the CCI. After the visioning session, the Vice President for Student Life determined it prudent to wait until the institutional strategic planning process was finalized prior to further work on the CCI Mission.

Action Item:

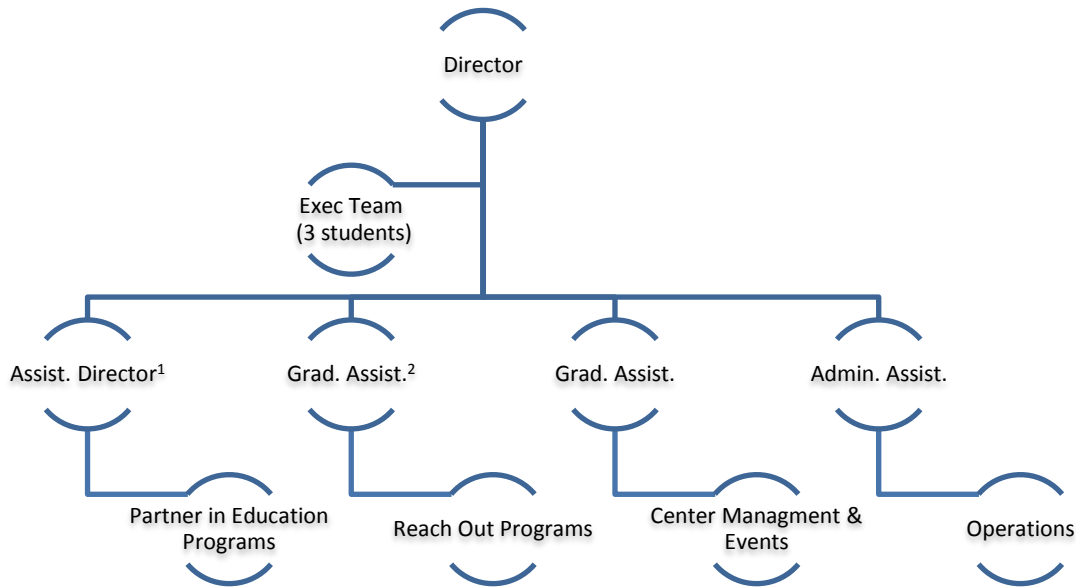
The CCI student and professional leadership reaffirmed the center **mission** and are in the process of updating the CCI **vision** based on including a more significant focus on Stockton and upon reflection of the *Pacific 2020*. The CCI director and the assistant director will meet to revise the document and solicit input from the CCI executive team as well as AVP for DACE Lisa Cooper, completing this process by **December 4, 2012**. Upon completion of the update the revised vision will be presented to CCI student leadership team in **January**.

2. Priority: CCI Staffing Plan

The external review committee supported the self-study recommendation that suggest the current staffing model be reviewed. The committee listed the, “*currently unsustainable level of involvement by the Director*” as one of their principle concerns. The committee stopped short of endorsing the addition of a *specific staff position* until the organizational chart can be reexamined within the context of an *updated mission and vision*. The committee did endorse the need for additional staff and recommends that the process for *securing staffing resources* could move forward simultaneously with the process of clarifying the mission and vision.

Action Item As a result of the strategic planning retreat held in fall 2011 and consideration of many competing needs, the following proposed future organization chart resulted.

Proposed CCI Professional Staff Organization Chart



¹ Currently, the Assistant Director position is classified as a *Manager* position by Human Resources. The CCI seeks to have this reclassified as an Assistant Director.

² This configuration calls for an additional Graduate Assistant position to oversee the Reach Out community service program. Currently all Reach Out program components report directly to the Director.

These staffing changes are designed to address two specific concerns:

1. **Manager Change to Assistant Director:** When this position was created, it was classified as manager rather than Assistant Director since no professional staff report directly to this position. During **Spring 2013**, Lisa and Erin will request reclassification bases on the scope of supervision for this position.
2. **Additional Graduate Assistant:** The self-study and the external review both clearly state the unsustainable levels of involvement by the CCI director. Creating a Graduate Assistant position that reports to the Director reduces the number of direct reports from 13 to 7 allowing for more emphasis on student leadership development and department-wide learning assessment as well as simply creating a sustainable position. As part of the **Spring 2013 IPC cycle**, the CCI will request permanent funding for both Graduate Assistant positions¹.

¹ Currently, the funding for the existing Graduate Assistant position comes from outside the department. The IPC request will include funding for both the new and existing Graduate Assistantships.

3. Priority: Creation of a CCI “Think Tank”

Although this recommendation did not come directly from either the self-study of the external review reports, there was some discussion of the idea of a constituent Think Tank. This group would come together twice a year to review the work, program, and ongoing evolution of the work of the CCI with the goal of supporting the ongoing alignment of this work with institutional and community needs and priorities.

Action Item

The Think Tank will include faculty, staff, student leaders, and community partners selected based on their knowledge and expertise in community outreach and community educational opportunities. This group would meet for the first time during summer 2013 after using the **spring 2013** term to identify the members and would be tested in the 2013-2014 year.

ADDITIONAL FOCUS - Pacific 2020

This action plan continues to seek alignment between the work of the CCI and Pacific’s new strategic plan release *Pacific 2020 Our Blueprint for the Future*. Particular attention will be paid to:

- (1) the 3-campus focus with attention to supporting the developing a philosophy regarding service in their local communities that aligns with the Stockton campus’s mutual benefit philosophy as they engage in community service initiatives. The director will start with identifying key administrators at Dugoni to assist in the development of a service philosophy unique and appropriate to their setting and goals in early spring 2013 and future outreach to McGeorge to follow.
- (2) increasing the profile of current community service opportunities by adjusting the campus-based outreach to include higher profile exposure such as utilizing the DeRosa Center to exhibit some of the work and partnering with Alumni Affairs to use the Alumni House for the volunteer celebration. This includes continuing to work with the AVP for DACE as the lead on the Division of Student Life community service opportunities.