



CALIFORNIA STATE UNIVERSITY, LOS ANGELES
RESOURCE ALLOCATION PLAN
FISCAL YEAR 2021-22

RAP-6

ACCOUNTABILITY REPORT
(Applicable To All Funds)

Division: **Academic Affairs**

Dept ID: **200300**

Department: **Graduate Studies**

Fund Code: **IR385**

Prepared By: **K. Elliot Brown**

Program Code: **[REDACTED]**

Budget: **\$ 33,020.00** Expenditure: **\$ 30,239.97**

Project ID: **[REDACTED]**

Please use evidence-based data including year-end financial reports and historical data for comparison.

1. Describe how resources are aligned with the campus strategic plan, which includes Engagement, Service, and the Public Good; Welcoming and Inclusive Campus; Student Success; and Academic Distinction.

This review is directly related to academic success and academic distinction. This activity supports graduate students with completing their thesis, project or dissertation and facilitates a timely graduation. The Office of Graduate Studies helps graduate students to consider the formatting and submission of their thesis, project report, or dissertation manuscripts as part of their professionalization, a process which prepares their work for publication and for its use as a public good. Thesis reviewers support this professional development through one-on-one appointments, which aim to be welcoming and inclusive to students with a variety life experiences, technical skills, and knowledge of academic publishing. A multi-tiered review of the culminating project, via the faculty committee, the thesis reviewer, and the GRC Coordinator/University Thesis & Dissertation Coordinator, provides a thorough process that ultimately boosts the quality of manuscripts filed with the University, and therefore the academic distinction of its graduate programs. These reviewers are a vital part of this process and the continued success of our graduate students.

2. Provide key performance metrics to measure and sustain success.

Provide key evidence and measurements of success for sustainability.

- 9 thesis reviewers: Summer 2021 (1), Fall 2021 (3), and Spring 2022 (5)
- 259 thesis, project reports, and dissertations: Summer (52), Fall (63), Spring (144)

(*see attached for data relate to completed theses, projects and dissertations)

Program results are summarized in the tables below:

COLLEGE OF ARTS & LETTERS	Summer	Fall	Spring	Total
Art	1	4	6	11
Communication Studies	1		5	6
English		6	14	20
Modern Languages and Literatures				0
Music	5	3	14	22
Philosophy	1			1
Television, Film and Theatre (TVFT)	1		1	2
Theatre and Dance	1			1
College Total	10	13	40	63

COLLEGE OF BUSINESS & ECONOMICS	Summer	Fall	Spring	Total
Accounting				0
Business Administration		1	3	4
Economics and Statistics		5	3	8
Finance and Law				0
Information Systems				0
Management		1	3	4
Marketing				0
College Total	0	7	9	16

CHARTER COLLEGE OF EDUCATION	Summer	Fall	Spring	Total
Applied and Advanced Studies in Education	1		6	7
Applied and Advanced Studies in Education (EdD)	8	5		13
Curriculum and Instruction				0
Special Education and Counseling (MA)	1		1	2
Special Education and Counseling (PhD)				0
College Total	10	5	7	22

COLLEGE OF ENGINEERING, COMPUTER SCIENCE, & TECHNOLOGY	Summer	Fall	Spring	Total
Civil Engineering	1	2	3	6
Computer Science		4	8	12
Electrical and Computer Engineering	3	1	4	8
Mechanical Engineering	3	6	5	14
Technology	1			1
College Total	8	13	20	41

COLLEGE OF ETHNIC STUDIES	Summer	Fall	Spring	Total
Chicano(a)/Latino(a) Studies	1	1	2	4

COLLEGE OF HEALTH & HUMAN SERVICES	Summer	Fall	Spring	Total
Child and Family Studies	1		2	3
Communication Disorders				0
Criminal Justice & Criminalistics				0
Kinesiology and Nutritional Science	3	2	9	14
Nursing			4	4
Social Work (DTLA)				0
Social Work (Main Campus)			5	5
College Total	4	2	20	26

COLLEGE OF NATURAL & SOCIAL SCIENCES	Summer	Fall	Spring	Total
Anthropology	1	3	3	7
Biological Sciences	5	3	5	13
Chemistry and Biochemistry	5	1	1	7
Geosciences and Environment	2	5	5	12
History		1	2	3
Latin American Studies	1		3	4
Mathematics		1	3	4
Physics and Astronomy	2	4	10	16
Political Science			1	1
Psychology	2	3	9	14
Sociology	1	1	3	5
College Total	19	22	45	86

	Summer	Fall	Spring	Total
Interdisciplinary - Special Majors			1	1

	Summer	Fall	Spring	Total
TOTAL ALL COLLEGES & INTERDISCIPLINARY	52	63	144	259

3. Describe program outcomes and results. Identify challenges encountered.

Overall, the program supports graduate student success. Thesis reviewers help to demystify the thesis formatting and submission process for graduating students. Thesis reviewers serve as a resource to them in addition to the thesis coordinator and their thesis committee chair.

Challenges encountered:

The biggest challenge for this role involves hiring and retention, especially in the spring semester. There is a great deal of turnover for this position because graduate students tend to finish their programs in 2 years or less. Sometimes graduate students find other roles offering more than 10 hours per week. The thesis coordinator needs to train new thesis reviewers thoroughly in order for them to be effective in their work. Training involves an overview of thesis formatting and submission process, an overview of the Office of Graduate Studies and its place in the organizational structure of the thesis submission process, email guidelines, document preparation and editing, permissions (IRB, copyright, etc.), communication practices, and student-facing consulting practice. If thesis reviewers are not fully onboarded, they might miss critical errors that need correction or provide students with incorrect procedures to follow. Having to do this training nearly every semester because of turnover rates takes away from the time that the reviewers are able to hold appointments with students.