



THE CALIFORNIA STATE UNIVERSITY

BAKERSFIELD • CHANNEL ISLANDS • CHICO • DOMINGUEZ HILLS • EAST BAY • FRESNO • FULLERTON • HUMBOLDT
LONG BEACH • LOS ANGELES • MARITIME ACADEMY • MONTEREY BAY • NORTHRIDGE • POMONA • SACRAMENTO
SAN BERNARDINO • SAN DIEGO • SAN FRANCISCO • SAN JOSE • SAN LUIS OBISPO • SAN MARCOS • SONOMA • STANISLAUS

December 21, 2005

To: CSU Presidents

Code: AA-2005-53

From: Keith O. Boyum *KOB*
Associate Vice Chancellor, Academic Affairs

Subject: **Campus Actions to Facilitate Graduation:**
Request for Invitations for Visits to Campuses by Peer Review Teams

This is a request that you invite a team of approximately five CSU professionals to your campus, naming one of these periods as your first preference, and another of these periods as your second preference, with the particular day to be agreed-upon in subsequent conversations with the coordinator for the visit whom you name [as per below]:

Period One: March 15 – May 15, 2006;
Period Two: September 15 – December 10, 2006;
Period Three: February 1 – May 15, 2007.

This is also a request that you name a coordinator for this one-day visit, with whom details as to exact date, logistics, team activities while on campus, and similar items can be worked out.

Your reply via e-mail is requested by Monday, January 16, 2006 to Kelley McCoy, Project Director, Academic Affairs, at kmccoy@calstate.edu. Ms. McCoy may also be reached by telephone at (562) 951-4669.

Background. As you know, Academic Affairs Coded Memorandum AA-2005-21 dated August 2, 2005 from Chancellor Reed directed Presidents to implement 22 recommendations contained in a report adopted by the Board of Trustees in May 2005. Among these items is #20, *Review by academic peers of how efforts at encouraging graduation are succeeding by degree program*. It is time now to plan for visits by teams of approximately five faculty and administrators.

Plans. CSU Northridge and CSU Fresno have requested visits in early 2006. We wish to plan visits to a minimum of three additional campuses by mid-May 2006 (Period One) and to a minimum of nine additional campuses during fall 2006 (Period Two), with the balance receiving a visit in spring 2007 (Period Three). During the one-day visits, peer teams will meet with individuals or groups of faculty, department chairs, students, administrators, and staff who are involved in various efforts to facilitate graduation. At the end of the day, the team will meet with the campus president and other campus leaders in the president's discretion to share their observations and offer suggestions.

We know from our review of campus plans received in early December that campuses take seriously the Trustee emphasis on facilitating graduation, and have many strong practices and plans for improving on the good work already being done in this regard on every campus. Thank you for your partnership on this very important initiative. Please contact me if you have any questions.