

University of Arkansas at Monticello
Minority Recruitment and Retention Five Year Plan
July 1, 2006 – June 30, 2011

I INTRODUCTION

The University of Arkansas at Monticello's Minority Retention Plan as mandated by Act 1091 of 1999 (ACA 6-61-122) is prepared on a continuing basis for future five-year periods. The institution shall annually prepare a progress report.

The University of Arkansas at Monticello (UAM) has an Affirmative Action Plan that addresses the University's commitment to the recruitment of minority students, faculty, and staff. The plan, in addition to recruitment, also forms the initial foundation for retention.

II COMMITMENT AND OBJECTIVES

The University administration provides vision, energy, and leadership in which minority students, faculty, and staff are supported, welcomed, and assimilated with the University's academic and social life. The University is committed to the provision of an environment that meets the needs of minority students, faculty, and staff and promotes success and fosters initiatives for a harmonious and hospitable climate which facilitates learning and work. The University welcomes the exchange of differing opinions and ideas through a positive and supportive atmosphere that allows people to express and evaluate different points of view and form separate opinions. The University is supportive of initiatives and strategies that prepare students to live and work in a multicultural and global society.

Act 1091 of 1999 indicates that ethnic minority refers to African Americans, Hispanic Americans, Asian Americans, and Native Americans. To that end, the University and its schools, divisions, and other units are committed to achieving diversity among its students, faculty, and staff through various recruitment and retention activities. Furthermore, it is the belief of the University that diversity and diversity initiatives enhance and benefit all students, faculty, and staff. The University is fully committed to constructing policies, practices, curricula, and campus climates to capitalize on the synergism that emerges from diverse faculty, staff, and students.

III STRATEGIES AND INITIATIVES

A. Students

1. Identify and increase the undergraduate applicant pool:

- ❖ On-campus visits of prospective minority students.
- ❖ Activities to increase enrollment of minority students and support for African-American alumni.

- ❖ Provide a welcoming social environment for minority students.
 - ❖ Develop a network of minority alumni as a recruiting resource.
 - ❖ Develop a network of contacts of current students and alumni to identify potential applicants and serve as a local resource.
2. Provide academic, programmatic, and faculty support for admitted students:
- ❖ Academic units and departments will implement the UAM Affirmative Action Plan in the recruitment and retention of students.
 - ❖ UAM is an equal opportunity employer. All applicants for admission will be considered on the basis of individual qualifications. All available student scholarships, grants, loans, and job opportunities will be distributed without regard to an applicant's race, color, religion, creed, gender, ethnic or national origin, disability, age, or veteran status.
 - ❖ The academic unit heads will ensure that all students receive academic advising and mentoring from faculty in their schools/divisions. Where appropriate, faculty advisors will refer students to the Office of Student Affairs for other support services, e.g., counseling, testing, tutoring, etc. The schools and divisions will continue to provide quality developmental (remedial) and college-level courses to meet the needs of a diverse student population.
 - ❖ The Office of Academic Affairs will continue to partner with the Office of Student Affairs to promote an educational and social atmosphere on campus conducive to the educational, social, and psychological well-being of all students. This objective will also ensure that minority students are encouraged to be equal partners in all institutional activities and programs.
 - ❖ Enhance campus-wide efforts to retain minority students.
 - ❖ Offer time management, study and test taking skills, and stress management workshops for minority students.
 - ❖ Provide support through the Career Services that includes information for students regarding career goals and job opportunities.
 - ❖ Foster departmental/faculty efforts to recruit minority students.
 - ❖ Encourage coordination between the Office of Student Affairs and minority students.
 - ❖ Coordinate and evaluate tutorial programs.
3. Develop and implement social and cultural recruitment, orientation, and welcoming activities:

- ❖ Conduct orientation for new students regarding financial aid, student organizations, student life, and diversity resources.
 - ❖ Assign admitted students peer advisors if needed.
 - ❖ Strengthen the use of current UAM students to promote and attract prospective minority students.
 - ❖ Use student organizations and University resources to host minority students and to visit high schools.
 - ❖ Provide parents of prospective minority students with information about UAM.
 - ❖ Educate minority students and parents about the University's wide course offerings, degree and certificate programs, including options and opportunities for careers.
 - ❖ Utilize alumni and parents of UAM graduates to assist in recruiting efforts through special programs, letters, and events.
4. Financial aid and funding issues
- ❖ Ensure and promote efforts to provide financial assistance to minority students.
 - ❖ Provide financial support on a non-discriminatory basis.
 - ❖ Provide a list of potential scholarships to minority students.
5. Coordinate and enhance the use of existing academic and cultural resources to promote University-wide diversity programs.
- ❖ Coordinate and evaluate special education programs.
 - ❖ Coordinate and encourage academic departments to participate in events designed to help minority students adjust to college life at UAM.
 - ❖ Encourage departments to establish and promote recruitment goals.
6. Outreach
- ❖ Continue to develop linkages between the University and area public school systems.
 - ❖ Conduct minority student outreach visits.
 - ❖ Continue to develop outreach materials and web sites on programs, funding opportunities, and University and community resources.

B. Faculty and Staff

Increase minority faculty/staff outreach and recruiting

- ❖ Units and departments at UAM will implement UAM's Affirmative Action Plan, including advertising for diverse minority candidates and ultimately pursuing efforts to hire more minority faculty and staff.
- ❖ After minority faculty are hired, each dean, chair, and unit head will be responsible for implementing efforts to enhance the success of each minority faculty or staff member. These efforts will include a professional development program which revolves around UAM's published and practiced annual evaluation program. The Provost will ensure that the formative professional development process is completed in a professional and timely manner.
- ❖ Continue to enhance efforts to recruit minority faculty.
- ❖ Implement recruiting strategies to attract minority faculty and use existing minority faculty in recruiting, mentoring, and outreach strategies.
- ❖ Academic units will be encouraged to develop guidelines for the recruitment and retention of ethnic minority faculty.
- ❖ Encourage faculty to make recruitment efforts.

C. Minority Programs and Procedures

- ❖ Support incorporation of a minority perspective in public presentations.
- ❖ Organize and coordinate diversity and cultural events.
- ❖ The deans, chairs, and other unit heads will work with the Office of Admissions to ensure the implementation of UAM's equal recruitment and retention activities. Unit heads will work with the Department of Media Services to ensure that all recruitment literature reflects a diverse population.
- ❖ Ensure UAM has participation with minority communities, libraries, community centers, and athletic programs.
- ❖ Present University resources through visits to area public schools, and continue to host events that encourage minority students and potential faculty and staff.
- ❖ The University shall partner and/or further develop ties with community organizations to enhance minority relationships and referral sources.

- ❖ The University shall work to develop a perception among minorities that UAM welcomes diversity and make these individuals aware that UAM offers many opportunities.
- ❖ Support programs designed to increase University awareness and the important roles the institution can play in improving the standard of living for students, faculty, and staff.

IV. INDICATORS OF SUCCESS

A. Students

1. Identify and increase the undergraduate applicant pool:

Indicator - Compare number of applicants to the applicants enrolled.
Report - Provided by the Director of Admissions.

2. Provide academic, programmatic, and faculty support for admitted students:

Indicator - Analysis of total credit hours and GPA's.
Report - Provided by Registrar/Director of Institutional Research.

3. Develop and implement social and cultural recruitment, orientation, and welcoming activities:

Indicator - Maintain a log of events.
Report - Provided by Vice Chancellor for Student Affairs.

4. Financial aid and funding issues:

Indicator – Annual OCR-Financial Assistance to Students Report.
Report - Provided by Director of Financial Aid.

5. Coordinate and enhance the use of existing academic and cultural resources to promote University-wide diversity programs:

Indicator – Maintain log of special education and/or cultural programs or events and the degree of involvement by academic departments.
Report - Provided by Provost.

6. Outreach

Indicator - Monitor the number of school visits in the coop area (13 schools).
Report - Provided by Director of Admissions.

B. Faculty and Staff

Increase minority faculty/staff outreach and recruiting

Indicator - Review minority head count.
Report - Provided by Business Manager.

C. Minority Programs and Procedures

Review listing of programs and events. Report provided by Special Events Coordinator, Vice Chancellor for Student Affairs, Vice Chancellor UAM College of Technology McGehee, and Vice Chancellor UAM College of Technology Crossett.

V. TIMELINE FOR IMPLEMENTING STRATEGIES

The Minority Recruitment and Retention Plan is implemented on a continuous basis throughout the year.

Specifically, Student Affairs shall provide activities near the beginning of each fall semester to enhance retention of minority students. Various courses will be offered each semester to meet the needs of a diverse student body. Academic units will assist students with advising and mentoring throughout each semester. At the time each position is filled, the Human Relations Office will provide fair and equal opportunity for the recruitment of minority candidates.

All campus departments are required to fully comply and support the strategies and initiatives continuously during the year.

VI. BUDGET

The University's Minority Recruitment and Retention Plan is interfaced throughout the campus. The budget is not specifically designated within the units and departments to this plan. However, departments are expected to use maintenance and operational funds in support of Minority Recruitment and Retention Plan. The University's Human Relations budget totals \$64,229 and the Office of Admissions has a total budget of \$311,959 for the 2006-2007 fiscal year. A portion of these funds are used in support of minority student and faculty recruitment.

VII. ASSESSMENT AND MODIFICATION

The UAM Administration will review the results of the strategies and make necessary plan revisions and adjustments. Additionally, the Human Relations Committee is to periodically review the plan and make needed recommendations to the University's Executive Council.