Artifact 4.3.h Policies and Practices, including Good Faith Efforts, for Recruiting and Retaining Diverse Candidates

DEPARTMENT/UNIT	POLICIES/PRACTICES	RECRUITMENT AND/OR RETENTION EFFORTS	SPECIFIC RESOURCES
SCHOOL OF EDUCATION (SOE) Recruitment, Retention, and Exit Committee	The SOE has a committee designed to compile and recommend policies and procedures relating to students' admission, retention and completion of the teacher education program.	Identify strategies/update recruitment and retention efforts in Diversity Plan; identify sites to place students with diverse students and faculty during field and clinical experiences.	*School of Education Policies and Procedures Handbook, p.9/10* *Copy of Diversity Plan*
SOE Strategic Plan 2011-1015	Action plan addressing long range vision, goals, and action steps to critical issues related to role of SOE, mission of university, educational needs of Jefferson County, and state of Arkansas in addressing, Plan developed to address and document		*SOE Strategic Plan 2011-2015,* p 9, 10, 14, 15, 11, 12
Recruitment Fairs – The SOE faculty participates annually in high school recruitment fairs In Arkansas	Recruitment Fairs are designed to provide opportunities for students from high schools to learn about degree programs offered at UAPB	Faculty from Curriculum and Instruction and /or the Physical Education Department participate in school fairs: *UAPB Fall Career Day *Dollarway High School at UAPB *Watson Chapel High School *Annual Memphis in Pine Bluff Day *Dollarway High School –*Parkview High School *Memphis School District	*The Office of Recruitment Letter/Invitation/Announcement*

School Of Education Enhancement Plan rev. Nov 2010 and Jan 2011	Plan designed to help students meet the requirements for admission to the School of Education. SOE Retention Policy addresses practices to support candidates' academic success.	Plan provides students information on SOE support services, retention policy, transitional points, etc. Eleven bullets outline candidates' success and retention in the Teacher Education Program.	Copy of *SOE Enhancement Plan 2008* See page 9, 21
Jenkins Memorial Center & Industries, Inc.	Day service facility identified by the Arkansas Department of Education as a private provider for Special Education Services. The center is a "Partner in Professional Development" with UAPB.	Students in the TE programs take several special education courses from adjunct faculty members who are Jenkins staff members. Some of the courses are taught on the Jenkins campus providing students maximum exposure to working with students with disabilities. The opportunities provide students first -hand experiences in learning and working with students with disabilities.	*Course Syllabi*
Kappa Delta Pi Professional Organization (KDP)	Organization provides mentoring for education majors; provides Praxis math tutoring for education majors	Promote peer involvement and mentoring of diverse education majors in the organization	*Roster of Diverse Student Membership; picture of members of Kappa Delta Pi;* *Kappa delta Pi Math Tutoring Session*
Student Arkansas Education Association (SAEA)	Students are required to join SAEA before they begin student teaching	SAEA members participant in service learning activities and professional development workshops to learn more about the teaching profession	*SAEA – AEA Membership* *AEA Convention – Workshop on CARE Program in Little*

			Rock Fall 2011 – AEA Building *SAEA Meeting on student benefits conducted by Richard Hutchinson-State Director of SAEA - at UAPB Fall 2011*
Testing Seminar Class	Students who have not passed the Praxis I exam by second semester of TEP are required to take the seminar course.	The Testing Seminar course provides students practice on test taking skills and practice on skills needed to successfully pass the Praxis I exam.	*Students who take PRAXIS I soon after they complete the course will have a better chance of performing well on the test.*
Learning Plus Lab (LPL)	To enhance student success on Praxis exams.	Students are encouraged to use the Learning Plus Lab to practice on their reading, writing, and math skills before taking Praxis I. They are also encouraged to use the LPL to prepare for the Praxis II exams as well. Several instructors who teach the Foundation's course require their students 50 minutes a week to work on their testing skills in the LPL.	***EDUC 1200; EDUC 1300*** *Foundation/Development of American Education; Syllabus and Attendance Requirement*
Praxis I /II Workshops (Fall, Spring, and Summer)	Workshops are developed to assist students in preparing for success on the Praxis I/II exams.	Workshops on the Praxis are coordinated/conducted by SOE faculty and/or members of the Recruitment and Retention Committee. The coordinator disseminates the announcements throughout the university; graduate	*UAPB April newsletter* *SAEA announcement, e-mail letter* *SOE Strategy Plan 2011-2015* –p 9, 14

Faculty in ECE 1200 and EDUC 1300 Incorporate Praxis Lab in courses	To monitor and assist students on skills needed to pass Praxis exams.	assistant provides workshop for students	*Praxis flyers announcing the workshops day and time* *Workshops coordinated by conducted by SOE faculty; member of Recruitment and Retention Committee, and workshop conducted by state student AEA Director*
Education Advisors/Advisees	Education majors are required to meet with their education advisor to develop their academic degree plan. Before the education majors registrar for fall/spring/summer semester courses, they must meet with their advisors to review their degree plan, discuss progress, difficulties, and enroll in courses. Secondary majors have two advisors: an education advisor and an advisor from their academic discipline.	The SOE faculty have a diverse number of advisees they advise on a regular basis. The advisors have office hours to provide the students professional guidance in navigating through their academic program.	*Checklist - Navigating through the School of Education Program* *Copies of Faculty Advising Form* *Faculty Office Hours* *UAPB Catalog*
UAPB – SOE - Grow Your Own Project	Project to identify and prepare students in the Delta to teach. Once students complete program, they would return to the Delta and begin teaching in a public school	*Program provided students the opportunity to teach within their community.*	*Three students completed the program since the last NCATE visit.*

	setting.		
<u>SCHOLARSHIP OPPORTUNITIES</u> **Arkansas Geographical Critical Needs Minority Teacher Scholarship**	Identify minority (Black Americans, Native Americans, Hispanic Americans, and Asian Americans) college graduating high school seniors who have are interested in teaching. Students receiving the scholarship must agree to teach in the Delta or a critical need area as designated by the State Board of Education.	Scholarship application is available online and to high school counselors and universities across the state of Arkansas.	*Copy of Arkansas Geographical Critical Needs Minority Teacher Scholarship* *Disaggregated data that show how many students applied and received the scholarship*
UAPB School of Education Alumni Scholarships	Students complete the application to be considered for one or more alumni scholarships.	Scholarships assist in retention provide money for books and other materials/supplies; match students application to the alumni application requirements	*UAPB Alumni Scholarship Application; Identify students who received the scholarships 2009-2011; scholarships listed in <u>UAPB Catalog</u>*
Walton Delta Teacher Scholarship Grant Program (WDTSP)(see Mrs. Kelley)	Grant identified African-American students who met the requirements to participate in WDTSP.	Grant provided financial and professional support to African-American students throughout their TE program	*End of Year Reports*
Thurgood Marshall Scholarship Program	Mission to increase access, retention, and graduation rates of students, and prepare students who have leadership potential	Opportunity for minority males and females to apply to attend institute to enhance/encourage academic ability and teaching career	**See e-mail message from M. Scott Lilly** *Vice President, Talent Acquisition and Campus Relations* Thurgood Marshall College Fund
Call Me Mister Scholarship ($1000)	Academic scholarship for African-American male students major in TE at UAPB	Scholarship's purpose is to encourage African-American high school males to enter the teaching profession	Application: Pine Bluff Chapter-The Links, Incorporated
<u>VIOLA COLEMAN WRITING LAB</u>	Writing Lab is available to assist students on improving their	*Students are encouraged to use the writing lab to improve course and Praxis writing*	*Announcement from writing lab announcing practice on the Praxis*

	writing skills.	*skills*	*writing exam*
Public School Partnership Agreements	Agreement between the university and public schools and center for students with disabilities provide education majors opportunities to observe and learn from qualified diverse and effective classroom teachers.	UAPB/SOE collaborates with cooperating teachers from school districts with a racial/ethnic diverse population of students and a center for students who have special needs. Education majors are placed in welcoming settings to learn about teaching in several partnership school districts. It is the intent that students receive positive experiences early on that would continue to encourage their interest to teach. Students are provided hands on teaching and experiences from adjuncts who teach education courses in the teacher education program. Some classes are conducted at the public school site enhancing students interest to remain in education.	Partnership School Letters: Pine Bluff School District Dollarway School District Watson Chapel School District Whitehall School District Lakeside School District Sheridan School District Jenkins School District