

\* M E M O R A N D U M \*

TO: Robert W. Coonrod

FROM: Wayne R. Hager, Chairman, Juntura Committee

SUBJECT: Report on Minority Student Programs

DATE: April 20, 1977

Recommendations

As a result of the resignation of Mr. Charles Ramsay as Coordinator of Minority Student Programs, the Juntura Committee reviewed the structure and responsibilities of the Minority Student Programs Office. The recommendations from this review are:

1. The responsibility for minority student programs should be placed within the office of Dean for Student Advisory Services (SAS).

Justification. The philosophy and function of the program is primarily service oriented. Thus, placement within SAS is organizationally consistent and should allow for better coordination with other service personnel and elements.

2. The existing structure of a single director with three minority (Black, Chicano, Native American) counselors (graduate students) should be discontinued.

Justification. In order to provide effective services and programs for minority students a degree of mutual cooperation among the three minority groups must be achieved. With limited resources the likelihood of this being achieved with a single director of one ethnic background is quite low due to the varying priorities of each group. Furthermore, a structure of one director and three subordinate specialists places the individual minority representatives one step lower within the University's organization structure. Since the existing minority program provides for direct reporting to the vice-president level, a restructuring should provide for direct reporting to at least the Dean's level.

3. Three Education Development Specialists, one specialist for each minority, should be placed within SAS. These would be staff positions on 10-month appointment.

Justification. The title "Educational Development Specialist" was selected for two primary reasons: a) the word "minority" carries some negative connotations; and, more importantly, b) this designation does not disrupt the existing title structure within SAS.

4. Each specialist should report directly to the Dean for SAS.  
Justification. Covered within justification for recommendation #2.
5. Specific job responsibilities of the existing Minority Student Programs Director and counselors would be modified to conform to the recommended structure within SAS.  
Additional Details. The objective, services and programs to be provided along with individual job descriptions are specified in Appendix A.  
The cut-off date for applications is June 3.
6. The Minority Student Programs' budget should be increased to \$40,800 in order to accommodate the recommended change.

The proposed 1977-78 budget for this program is:

Salaries	\$33,300 (minimum)
Support	<u>7,500</u> (includes increase over 1976-77)
Total	\$40,800

Salaries:

Native American Educational Development Specialist	\$9,000 minimum/10 months
Black Student Educational Development Specialist	9,000 minimum/10 months
Mexican American/Chicano Educational Development Specialist	9,000 minimum/10 months
Clerk	4,300 10 months

This proposed reorganization of Minority Student Programs has the unanimous support of the Juntura Committee. Committee action--April 20, 1977.

Faculty

W. R. Hager  
Paul Dierker  
Janette Driskell  
Jean Hill  
Mike Moody

Students

Arilda Egbert (BASA)  
Brian Samuels (NADA)  
Mark Ibanez (MEChA)

APPENDIX A

Objective: To provide services and programs for the educational development of ethnic and/or disadvantaged students at the University of Idaho.

Services:

1. Recruitment: To facilitate the enrollment of ethnic and/or disadvantaged students by assessing the needs of student and ethnic communities. These efforts will focus on those communities which will provide the greatest opportunity for successful recruitment of those students who will most likely benefit from programs offered at the University of Idaho.
2. Retention: To provide services which will enhance the academic and cultural development of ethnic and/or disadvantaged students.

Programs:

1. Development and continuation of programs designed to create cultural and ethnic awareness.
2. Development and continuation of programs which provide students with skills and knowledge of the education system.
3. Development and continuation of programs which will provide a base of social support for ethnic and/or disadvantaged students.
4. Development of a program which provides for continued assessment of the needs of the ethnic and/or disadvantaged student at the University of Idaho.

Qualifications for Specialists

Native American Specialist	Chicano Specialist	Black Specialist
1. Master's degree in Sociology, Guidance & Counseling, Psychology or Student Personnel or equivalent work experience preferred.	Same	Same
2. Bachelor's Degree required	Same	Same
3. Multicultural work experience preferred.	Same	Same
4. Experience working with Northwest Native American tribes preferred.	Experience working with Northwest Chicanos preferred.	Experience working with Black students required.
5. Knowledge of Native American culture and heritage in Idaho and the Northwest preferred.	Knowledge of Chicano movement required.	Knowledge of Afro-American and Pro-Afro studies preferred.
6. Experience working in academic advising preferred.	Experience working in academic advising preferred.	Experience working in academic advising required.
7. Course work in Guidance & Counseling desirable.	Same	Same
8. Experience working in college and/or University level minority programs preferred.	Experience working in college and/or University level minority programs desirable.	Experience working in college and/or University level minority programs preferred.
9. Demonstrated written and verbal communication skills required.	Same	Same
10. Experience working with college and/or university financial aids and admissions procedures desirable.	Same	Same
11. Experience working in a student service department preferred.	Same	Same
12. Experience and interest in teaching desirable.	Same	Same

JOB DESCRIPTION  
MEXICAN AMERICAN/CHICANO EDUCATIONAL DEVELOPMENT SPECIALIST

The Mexican American/Chicano Educational Development Specialist is a member of the Student Advisory Services staff and reports directly to the Dean for Student Advisory Services.

The Office of Student Advisory Services is divided into two working teams: Special Services and Student Development. There is one team leader for each of these teams and two team leaders and the Dean make up the Management Team.

MAJOR RESPONSIBILITIES

1. Develop and continue on-campus programs designed to create cultural and ethnic awareness.
2. Develop a measurable recruitment program for Chicanos in the State of Idaho and the Pacific Northwest.
3. Develop a measurable retention program for Chicanos on campus.
4. Serve as a resource to the Dean and other university personnel in the area of Chicano programs and Chicano student needs.
5. Serve as a liaison between academic and non-academic departments and services and Chicano student needs and problems.
6. Work with the Dean to develop a needs assessment program which will determine the specialized needs of ethnic and disadvantaged students; develop programs to meet these needs.
7. Develop and continue on-campus and community programs which provide a social support system for ethnic and disadvantaged students.
8. Develop and continue programs of skill development for survival within the educational system.
9. Attend all Student Advisory Services staff meetings.
10. Work within the Management-by-Objectives system.
11. Develop a data bank which will provide information and referral and placement of ethnic and disadvantaged students.
12. Serve as an Advisor to MECHA.
13. Prepare semi-annual statistical reports on the status of Chicano Student Programs at the University of Idaho.

In addition to the above, he/she will be responsible for the same general office duties as the remainder of the staff; i.e., advising individuals and groups of students, assisting students withdrawing from the University and serving on University and Student Services Committees.

JOB DESCRIPTION  
NATIVE AMERICAN EDUCATIONAL DEVELOPMENT SPECIALIST

The Native American Educational Development Specialist is a member of the Student Advisory Services staff and reports directly to the Dean for Student Advisory Services.

The Office of Student Advisory Services is divided into two working teams: Special Services and Student Development. There is one team leader for each of these teams and the team leaders and the Dean make up the Management Team.

MAJOR RESPONSIBILITIES

1. Develop and continue on-campus programs designed to create cultural and ethnic awareness.
2. Develop a measurable recruitment program for Native Americans in the State of Idaho and the Pacific Northwest.
3. Develop a measurable retention program for Native Americans on campus.
4. Serve as a resource to the Dean and other University personnel in the area of Native American programs and Native American student needs.
5. Serve as a liaison between academic and non-academic departments and services and Native American student needs and problems.
6. Work with the Dean to develop a needs assessment program which will determine the specialized needs of ethnic and disadvantaged students; develop programs to meet these needs.
7. Develop and continue on-campus and community programs which provide a social support system for ethnic and disadvantaged students.
8. Develop and continue programs of skill development for survival within the educational system.
9. Attend all Student Advisory Services staff meetings.
10. Work within the Management-by-Objectives system.
11. Develop a data bank which will provide information and referral and placement of ethnic and disadvantaged students.
12. Serve as an Advisor to NASA.
13. Prepare semi-annual statistical reports on the status of Native American students at the University of Idaho.

In addition to the above, he/she will be responsible for the same general office duties as the remainder of the staff; i.e., advising individuals and groups of students, assisting students withdrawing from the University and serving on University and Student Services Committees.

JOB DESCRIPTION  
BLACK STUDENT EDUCATIONAL DEVELOPMENT SPECIALIST

The Black Student Educational Development Specialist is a member of the Student Advisory Services staff and reports directly to the Dean for Student Advisory Services.

The Office of Student Advisory Services is divided into two working teams: Special Services and Student Development. There is one team leader for each of these teams and the team leaders and the Dean make up the Management Team.

MAJOR RESPONSIBILITIES

1. Develop and continue on-campus programs designed to create cultural and ethnic awareness.
2. Develop a measurable recruitment program for Black students.
3. Develop a measurable retention program for Blacks on campus.
4. Serve as a resource to the Dean and other University personnel in the area of Black programs and Black student needs.
5. Serve as a liaison between academic and non-academic departments and services and Black student needs and problems.
6. Work with the Dean to develop a needs assessment program which will determine the specialized needs of ethnic and disadvantaged students; develop programs to meet these needs.
7. Develop and continue on-campus and community programs which provide a social support system for ethnic and disadvantaged students.
8. Develop and continue programs of skill development for survival within the educational system.
9. Attend all Student Advisory Services staff meetings.
10. Work within the Management-by-Objectives system.
11. Develop a data bank which will provide information and referral and placement of ethnic and disadvantaged students.
12. Serve as an Advisor to BASA.
13. Prepare semi-annual statistical reports on the status of Black Student Programs at the University of Idaho.

In addition to the above, he/she will be responsible for the same general office duties as the remainder of the staff; i.e., advising individuals and groups of students, assisting students withdrawing from the University and serving on University and Student Services Committees.