

10-1-1993

UA3/8/1 Memo re: Implementation of Minority Recruitment & Retention Goals

Jerry Wilder

WKU President's Office

Follow this and additional works at: https://digitalcommons.wku.edu/dlsc_ua_records

 Part of the [African American Studies Commons](#), [Communication Commons](#), [Higher Education Administration Commons](#), and the [Race and Ethnicity Commons](#)



OFFICE OF THE VICE PRESIDENT
FOR STUDENT AFFAIRS

To Jim Heck
From Jim
See page 2 +
Memorandum

MEMORANDUM

TO: President Thomas C. Meredith
FROM: Jerry R. Wilder, Vice President for Student Affairs
DATE: October 1, 1993
SUBJECT: Implementation of Minority Recruitment and Retention Goals

Earlier this week in a meeting of the Executive Officers, you asked me to assume the responsibility for monitoring institutional progress toward implementation of the minority recruitment and retention goals. Following that meeting, I met with Drs. Livingston Alexander, Cheryl Chambless, John O'Connor, and Howard Bailey to seek their input relative to the most efficient approach for addressing this need.

I was disappointed, but not surprised, to learn from Livingston and John that, to their knowledge, the Minority Recruitment and Retention Plan has not been seriously addressed by any of the academic units. Further, I doubt that the document has been discussed to any extent by the department heads in the Division of Finance and Administration or in Institutional Advancement. The Division of Student Affairs, for obvious reasons, has made good progress toward the implementation of several goals.

It was our thinking that the next logical steps should be as follows:

1. The Minority Recruitment and Retention Plan should be subdivided into four separate documents -- Academic Affairs, Student Affairs, Finance and Administration, and Institutional Advancement. The documents will identify the recruitment and retention goals applicable to each of the four divisions.
2. The individualized documents will be discussed in depth with each vice president. A strategy will subsequently be developed that will allow the document to be discussed in some depth with the unit heads from each of the four divisions.
3. An assessment plan designed to measure unit effectiveness in accomplishing the various recruitment and retention goals, will be developed, implemented and analyzed on an annual basis.

As you recall, approximately 47 percent of the 53 goals outlined in the document have funding requirements. Seven of the goals have already been funded (\$130,000) and it appears that the University is making good progress in implementing those goals. You have already received a progress report concerning these. It should be noted that several of the remaining goals require only modest funding, and hopefully the applicable units can fund these goals without asking for additional funding from the University. There are 28 goals that do not require institutional funding and, hence, it is expected that all of these goals can be successfully implemented.

One question raised by the ad hoc group was to what extent should the newly appointed Affirmative Action Coordinator be plugged into this process? Further, to what extent should the Affirmative Action Coordinator be involved in preparing Western's response to the Kentucky EEO Plan? It appeared to us that these individuals could play a major role in assisting the University in its quest to attain the EEO objectives. We would be interested in your thoughts along these lines.

I will keep you apprised of the developments outlined in this memo.

JRW/jse