

# **KU Multicultural Scholars Program**

## ***A Planning Document***

### **Planning for the Future: The KU Multicultural Scholars Programs**

**2008**

#### **Introduction**

Institutions and programs are sometimes difficult to change. Change is not a sign of failure or decline but rather a systematic reflection by an organization that regularly examines itself and adjusts to the changes that may impact its' effectiveness and future.

The current strategic plan of the Multicultural Scholars Programs at KU was adopted in 2004. It is an opportune time to examine and explore a plan that reflects upon what has served the program well and determine areas that can be enhanced for the future. The challenge for all of us will be: How do we encompass all of the important components that contribute to having a forward-thinking plan that at one level is attainable and yet, comprehensive and ambitious?

The task for all of us is to identify those changes that are most relevant, desirable and feasible. Therefore, it is critically important that our work be collaborative in nature and to the best of our collective ability reach a consensus on which areas of improvement to address within the next two- three years.

Below are four focus areas that have been identified as encompassing our mission and vision of the MSPs. Although these are not exhaustive in number or scope, they do, however, represent a first-step in re-establishing a future direction for the Multicultural Scholars Programs at KU. However, in order to place our collective work within a context, a brief background of how we have evolved is important to reflect upon and understand.

#### **Background**

The Multicultural Scholars Programs (MSPs) at the University of Kansas has evolved out of a single academic unit – The School of Business. In the early 1990s the Business School had begun a mentoring program that identified ethnic minority undergraduate students (initially-Pell Grant eligible candidates or first-generation students weren't an identified criteria) students, who collectively were numerically under-represented at KU. Over the next several years, the program's success began to gain recognition across campus.

In 2001, the University undertook the replication of this single-academic program to other academic units across campus and thus created a university-wide initiative. Currently, there are nine academic programs and approximately 120 students who are part of the Multicultural Scholars Programs at KU.

Initially, the mission as identified in the original documents and the current Strategic Plan was to increase the diversity of the undergraduate student body at the University of Kansas and to provide supports and opportunities to assist them to achieve academic success to be leaders in their field of study; and to attain personal, career, and leadership development. This was accomplished through a basic premise that the program was a faculty-directed, structured program that offered academic, financial, cultural, social and career support and guidance. In addition, the mission would be realized through four identified components:

##### 1). Program Excellence

- program expansion, based on demand from university units; availability of donor support and qualified program directors
- selection, development and retention and succession of program directors
- consistent quality among all programs
- leverage of all resources, inside and outside the university

##### 2). Program Recognition

- image of excellence with key constituencies

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### 3). Human Potential

- development of MSPs students and program directors

### 4). Financial Stability

- achievement of financial stability of programs
- provision of adequate compensation and support for program directors; revenue increases for scholarships and program expenses
- retention of donors and cultivation of new donors

The current strategic plan identified several General Objectives which are:

- Targeted recruitment of motivated students from under-represented backgrounds
- Recruitment of students majoring in specific academic areas into corresponding area MSPs  
Strategy: (Grade levels vary by individual circumstance. Students admitted can be newly admitted or second-semester freshmen; sophomore or junior transfer students; or juniors admitted into professional schools)
- Increase the retention and graduation rates at the University
- Provide the community and prospective employers with a pool of diverse and well-educated graduates
- Provide a faculty-driven program, supported by administrative staff and highly valued by the University community
- Provide a program that is financially and organizationally strong that can afford to be innovative, creative, and excellent in all of its components

In addition, Academic Success Objectives which are highlighted:

- Provide support and encourage students to participate in all aspects of University life
- Champion the development of excellent students from under-represented groups
- Increase the number of candidates engaged in study abroad opportunities.
- Establish a process for supporting undergraduate research projects
- Direct students toward Service Learning opportunities
- Each program will identify how and where their program activities incorporate and assess the core value of professionalism and their assessment model utilized
- Each program will develop and plan for professional development opportunities that incorporate the concepts of leadership and professionalism as they relate to the specific major

### Summary

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It is clear that a strong foundation has been created for the university-wide Multicultural Scholars Programs which began as a single academic unit's program. As with any relatively new initiative that is undertaken, much can be learned over time – not only about its' successes and growth, but perhaps a better realization of what can be enhanced and strengthened. Within that spirit, the following is a merging of the current strategic plan and an updated plan for the future of the MSPs at KU.

### **The Vision**

***“Preparing Diverse Scholars for Leadership in the Future”***

### **The Mission**

The mission of the MSPs is to recruit undergraduate students from under-represented backgrounds into various academic majors as a means of increasing the diversity of the student body at the University of Kansas and to provide supports and opportunities that will assist them in their academic success.

### **The Four Areas of Focus**

The following are identified four areas of focus that encompass our proposed vision and mission of the MSPs. Although they may appear not to be exhaustive in number or scope, however, the four areas do represent a more concise and structured future direction for the MSPs at the University of Kansas. However, one important criterion that encompasses all of the MSPs is our Governance. By first addressing the governance structure, we may be better positioned to envision how the four focus areas of: 1). Academic Success; 2) Recruitment; 3); Outreach; and 4) Documentation are to be realized.

### **Governance**

**Goal: To have a systematic and streamlined governance structure that clearly articulates roles and responsibilities of each entity that contributes to and supports the overall goals and mission of Multicultural Scholars Programs at KU.**

**Executive Director:** The campus-wide Multicultural Scholars Programs are coordinated by the Executive Director who reports directly to the Chancellor and Provost. Currently, the immediate supervisor is the Vice Provost for Academic Affairs. The Executive Director is responsible for but not limited to the following: collaborating and coordinating with the Program Directors of the MSPs; as well as provide support, create and lead the design, development and delivery of various campus wide MSP initiatives; coordinate the evaluation and assessment of the university MSPs annual review process; administer the budget for the MSPs and negotiate on behalf of the MSPs with the KU administration; collaborate and communicate on a regular basis with the Provost and designated supervisor in the Provost Office; assist in the admissions, recruitment and retention efforts for the various MSPs; serve as a liaison with other programs related to initiatives across campus; plan for and coordinate with current and potential donors in supporting MSPs; assist and support efforts to expand academic programs; publicize and recognize the accomplishments of the MSPs students and directors; work with and facilitate meetings of the National Advisory Council and Program Director meetings; and serve as the immediate supervisor to the Administrative Assistant appointed to the Executive Director. And other duties as assigned by the Chancellor and Provost. Currently, this is a .50FTE position.

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Administrative Assistant: The Administrative Assistant works closely with the Executive Director in all aspects of the MSPs. The Administrative Assistant is responsible for payment of expenses, assists with events and announcements, publications and communicates with constituencies at the direction of the Executive Director and will maintain an accurate filing system for the office. And other duties as assigned by the Executive Director. Currently, this is a .50FTE position.

Program Directors: Each of the academic programs associated with the MSP is under the guidance of a Program Director. In some academic units, there are co-directors. The Program directors report to their respective Dean or Department chair and coordinates their work with the Executive Director of MSP. When there is a change of Program Director(s), the Executive Director along with the Dean, Associate Dean or designated academic representative of the vacant unit – a collaborative agreement on their replacement will be undertaken in the best interest of the MSP and the academic unit. Compensation of Program Directors will be coordinated with the Executive Director and the individual Program Director. Specific criteria for compensation will be established that is fair, equitable and sustainable.

The MSP National Advisory Council: This group represents and supports the vision and overall mission of the MSP at KU. They provide advocacy for and support for the initiatives being incorporated by the university and their individual programs. Each member is expected to take an active role in assisting his or her affiliated program; as well as the overall MSP plan and initiatives. Members serve in an advisory capacity to the Executive Director and the Program Directors. The Council will meet at least twice per year or as needed. Each program will designate a representative to serve a 3 year term on the Council (each member may serve up to two consecutive terms on the Council).

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### Academic Success

**Goal: To assist KU MSP students to be highly successful in their academic programs, as well as their personal and professional development by providing faculty mentoring, academic support, and enrichment opportunities.**

Objective(s)	Activity/Initiatives	Timeline	Assessment
<p><b>1. All academic programs in the KU-MSP will support the vision, mission and goals by establishing within their programs those criteria supported and encouraged by the overall program at KU.</b></p>	<p><b>a. Each academic unit will have an identified Program Director (in some cases – co-directors) with identified roles and responsibilities.</b></p> <p><b>b. All MSP students will be required to meet with their Program Director on a regular basis.</b></p> <p><b>c. Additional academic support (tutoring, additional mentoring, etc.) will be provided as the necessity arises.</b></p> <p><b>d. Detailed monitoring of academic progress will be maintained by the Program Director(s).</b></p>	<p><b>At the beginning of each academic year</b></p> <p><b>At least monthly or as needed</b></p> <p><b>Each semester or as needed</b></p> <p><b>Each semester</b></p>	<p><b>Records of appointments will be on file along with the financial arrangement for each director – for each academic calendar.</b></p> <p><b>Records will be kept of all meetings by the Program Director.</b></p> <p><b>Records will be kept on all additional support required by each respective program; along with any additional financial cost to the Program.</b></p> <p><b>Program Directors will maintain records all meetings and activities and submit on annual report.</b></p>

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<p><b>e. All MSP students will be required to engage in active and timely career planning.</b></p>	<p><b>At least once during each semester</b></p>	<p><b>Program Directors will keep a record of the academic program and career plans for each MSP student.</b></p>
<p><b>f. All MSP students are required to attend all academic-related meetings and fulfill all other obligations set forth by their Program Director(s).</b></p>	<p><b>Semester by semester</b></p>	<p><b>Records of attendance will be kept by Program Directors for all required meetings and activities on an academic year basis.</b></p>
<p><b>g. A model of peer mentoring will be developed in academic units</b></p>	<p><b>Spring 2009</b></p>	<p><b>The plan will be forwarded to the Executive Director for the office files.</b></p>
<p><b>h. A leadership component for MSP students will be evident in program planning and delivery.</b></p>	<p><b>Fall 2009</b></p>	<p><b>The plan and delivery will be submitted as part of the annual report from the Program Director.</b></p>
<p><b>i. Professional development opportunities (internships, conferences, memberships in professional organizations) will be identified and offered to students.</b></p>	<p><b>Spring 2010</b></p>	<p><b>A report will be submitted as part of the annual report from the Program Director.</b></p>
<p><b>j. All MSP students will be required to participate in a community activity during their time in the program.</b></p>	<p><b>Fall 2010</b></p>	<p><b>A report will be included as part of the annual report from the Program Director; the information will also be submitted in the overall data-base of students in their respective program area.</b></p>

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**2. Program Directors will be advocates for their academic programs within their respective academic units.**

**a. A plan will be developed to have the MSP better recognized and understood within each academic unit.**

**Fall 2009**

**A plan (and results) will be submitted as part of the annual report.**

**b. Academic area-appropriate research opportunities will be identified and offered to MSP students.**

**Fall 2009**

**A list of research opportunities offered and accepted or rejected by students will be a part of the annual report.**

**c. Study abroad opportunities will be encouraged.**

**By semester**

**A record of students, countries, duration of Study Abroad, and MSP funding provided, will be kept and submitted on an annual basis.**

**d. Directors will assist MSP students in choosing campus organizations/ activities in which to participate.**

**On an annual basis**

**A record of all MSP student activities will be submitted as part of the annual report.**

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### Recruitment

**Goal: To recruit an undergraduate student population who are diverse and will represent the goals and mission of the Multicultural Scholars Programs and contribute to the diversity of the University of Kansas.**

Objective(s)	Activity/Initiatives	Timeline	Assessment
<p><b>1. All academic programs in the KU-MSP will develop a recruitment plan for their respective academic program(s).</b></p> <p><b>2. The Executive Director will coordinate with the Program Directors a campus-wide recruitment plan for the KU-MSP.</b></p>	<p><b>a. Each academic program will develop a recruitment plan for their respective unit.</b></p>	<p><b>Fall 2009</b></p>	<p><b>The plan will be submitted as part of the annual report with results.</b></p>
	<p><b>b. Each academic program will identify a yearly goal for the number of students admitted to the program.</b></p>	<p><b>Annual basis</b></p>	<p><b>Data on the number of applications and admitted students will be kept and submitted on the annual report.</b></p>
	<p><b>a. A plan will be developed for each academic year.</b></p>	<p><b>Annual basis</b></p>	<p><b>Data on all programs – regarding applicants, admissions etc., will be kept.</b></p>
	<p><b>b. Incorporate KU-MSP information into Schools/CLAS and KU recruitment materials.</b></p>	<p><b>Fall 2009</b></p>	<p><b>Records of documents will be kept and submitted on an annual reporting basis.</b></p>
	<p><b>c. To network with various campus programs on KU-MSP and how we can complement each other.</b></p>	<p><b>Ongoing</b></p>	<p><b>Executive Director will keep a record of all individual meetings or presentations during each academic year.</b></p>

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### Outreach

**Goal: To establish and maintain a close association with alumni, friends and supporters of the Multicultural Scholars Programs at the University of Kansas.**

Objective(s)	Activity/Initiatives	Timeline	Assessment
<p><b>1. The Executive Director will coordinate and enhance communication with the MSPs alumni through the development of an up-to-date website.</b></p>	<p><b>a. To update the current website with new links; which will be more comprehensive, as well as more user-friendly</b></p>	<p><b>Spring 2009</b></p>	<p><b>The revised website design will be up and running. The number of “hits” will be documented.</b></p>
	<p><b>b. To change the URL of the KU – MSP (www.ku.msp.edu)</b></p>	<p><b>Fall 2008</b></p>	<p><b>Evidence of website and periodic updates.</b></p>
	<p><b>c. To design and implement an electronic newsletter – one per semester.</b></p>	<p><b>Spring 2009 and ongoing</b></p>	<p><b>Develop a survey to gauge level of satisfaction – electronically and tabulate results.</b></p>
<p><b>2. The Executive Director will coordinate with the Program Directors, Deans and KUEA to design and implement a private fund-raising plan.</b></p>	<p><b>a. To draft a fund-raising plan for the next 3 years.</b></p>	<p><b>Summer 2009</b></p>	<p><b>To record the number of solicitations made and the number of contributions received under the specific plan.</b></p>
<p><b>3. To develop a brochure/or flier on the talking points of KU-MSP.</b></p>	<p><b>a. To draft the “talking points” document.</b></p>	<p><b>Summer 2009</b></p>	<p><b>A copy of the document will be kept on file and modified as needed.</b></p>

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<p>4. To meet with and network among interested parties that may have a mutual interest in KU-MSP.</p>	<p>b. Publish the final document and disseminate it.</p> <p>a. Meet and communicate on a regular basis with KU Deans, Endowment, KU Alumni Relations, recruitment coordinators.</p> <p>b. Meet with groups outside of the KU community on a regular basis – community colleges, high school counselors.</p> <p>c. Meet with past and potential future donors to KU-MSP.</p>	<p>Fall 2009</p> <p>Fall 2008 and ongoing</p> <p>Spring 2009 and ongoing</p> <p>Fall 2008 and ongoing</p>	<p>A copy of the document will be kept on file and modified as needed.</p> <p>Records of meetings will be documented and submitted as part of the annual report.</p> <p>Records of meetings will be documented and submitted as part of the annual report</p> <p>Records of meetings will be documented and submitted as part of the annual report.</p>
<p>5. To have a comprehensive marketing plan and strategy.</p>	<p>a. To draft a marketing plan and strategy.</p> <p>b. Update and promote a brand identity for KU-MSP.</p> <p>c. Construct a data base for the purpose of regular communication with graduate, friends, and donors</p>	<p>Fall 2009</p> <p>Spring 2009</p> <p>Fall 2009</p>	<p>A copy of the document will be kept on file and modified as needed.</p> <p>Brand identity will be evident on all MSP related documents and products.</p> <p>Will be included in the annual report and updated regularly.</p>

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### Documentation

**Goal: To develop and maintain an assessment system that quantifies and monitors academic success, recruitment and outreach of the KU-MSP.**

Objective(s)	Activity/Initiatives	Timeline	Assessment
<b>1. To develop and maintain an assessment system that quantifies and monitors academic success of the KU-MSP students.</b>	<b>a. To design a system that solicits and maintains academic reporting data of all students in the KU-MSP.</b> -grade point averages -ACT or SAT scores -Retention rates -Graduation rates -Academic Records and Tracking System (ARTS)	<b>Semester by semester basis</b>	<b>All data reported will be included in the annual report.</b>
	<b>b. To design a system that maintains the demographic data of all students in the KU-MSP.</b> -Gender -Ethnicity -Level of financial support -Pell Grant eligibility -First Generation -Academic level	<b>On an annual basis</b>	<b>All data reported will be included in the annual report.</b>

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<p><b>2. To develop and maintain an assessment system that quantifies and monitors recruitment of the KU-MSP</b></p>	<p><b>a. To create a system that monitors the number of inquiries, applicants and admissions to the KU-MSP.</b></p> <ul style="list-style-type: none"> <li>-Transfer students</li> <li>-KU students</li> <li>-Admissions/Scholarships</li> <li>-KU Hawklink</li> <li>- Referrals</li> <li>-Academic unit recruitment</li> <li>-MSP website</li> </ul>	<p><b>Semester by semester basis.</b></p>	<p><b>All data reported will be included in the annual report.</b></p>
<p><b>3. To develop and maintain an assessment system that quantifies and monitors outreach of the KU-MSP.</b></p>	<p><b>a. To create a reporting system that monitors the influence of the plan to increase communication and outreach efforts of the KU-MSP.</b></p>	<p><b>On an annual basis.</b></p>	<p><b>All data reported will be included in the annual report.</b></p>