

**Sample Minority-Issues Plan (2004-09)**

		Elements		Steps	
Program Area	Issue(s)	Measurable Goals	Steps to Achieve Goal	Individuals Responsible for Implementation	Specific Timetable For Completing the Work
1. Institutional and Athletics Department Commitment	Athletics department's commitment to diversity lacked broad-based approval.	Maintain commitment to diversity.	Review of written department policies on diversity by broad-based campus group.	Athletics Director; Chancellor; and Minority/Equity Committee.	Fall 2004 and ongoing each year subsequent.
2. Evaluation	Athletics department does not collect or review data related to monitoring the department's commitment to diversity.	Monitor the athletics department activities for consistency with the developed goals and objectives set forth in the institution and athletics department's written commitments to diversity.	<p>Include written goals and objectives related to the commitment to diversity as part of the executive staff's strategic planning process and distribute them.</p> <p>The executive staff member assigned to diversity will be responsible for collecting data designed to assess progress toward achieving the athletics department's written goals and objectives that support the department's commitment to diversity. Data will be collected concerning diversity issues from a student-athlete survey and exit interviews and reviewed by minority/equity committee.</p>	Associate Athletics Director for Academics (executive staff); and Minority/Equity Committee.	Fall 2004 and ongoing each year subsequent.

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3. Organization and Structure	Maintain organization structure to promote equity and diversity within athletics department.	Continue to use the current structures and organization to promote equity and diversity.	<p>Monitor and review the institution's structure and organization for promoting diversity in athletics.</p> <p>Report completed and submitted to the faculty committee on athletics by athletics director and associate athletics director.</p>	Athletics Director; Associate Athletics Director; and Faculty Committee on Athletics.	Fall 2004 and ongoing each year subsequent.
4. Enrollment	Overall student-athlete minority population is 10 percent below the general minority student population.	Set enrollment and graduation goals for minority student-athletes in proportion to the goals set by the institution.	<p>Work with admissions department and minority affairs department to determine annual enrollment numbers for minority students.</p> <p>Specifically, the athletics department shall encourage and solicit minority students to apply for departmental internships and professional development programs.</p>	Coaches; Associate Athletics Director; Academic support staff; Admissions office; and Minority Affairs office.	Fall 2004 and ongoing each year subsequent.
5. Comparison of Populations	Women's basketball, baseball, men's soccer, lacrosse and women's volleyball lacked African American representation during the three-year review period.	Increase African American representation among these programs.	<p>Encourage head coaches of each of these programs to ensure that aggressive recruitment of minorities, especially African Americans, is a part of their annual recruitment efforts.</p> <p>Specifically, the athletics department shall encourage and solicit minority students to apply for departmental internships and professional-development programs.</p>	Program administrators (Director; Associate Director, Programs and Facilities' and Assistant Director, Compliance and Operation).	Fall 2004 and ongoing each year subsequent.

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6. Participation in Governance and Decision Making	Minority student-athletes not aware of leadership opportunities within the athletics department.	Maintain priority on selecting diverse representation on the Student-Athlete Advisory Committee (SAAC).	Target minority student-athletes on each team to generate interest in serving on SAAC.	Senior Associate Athletics Director for Student Development and Welfare.	Beginning in 2004 and ongoing thereafter.
	Develop leadership opportunities for minority coaches and staff.	Involve minority coaches and staff on search committees for new coaches.  Provide professional development opportunities for minority coaches and staff.			

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7. Employment Opportunities	Athletics department lacked female and minority coaches and staff members.	To increase the number of female and minority coaches and staff members within the athletics department.	<p>Consult with the offices of human resources management, equal opportunity programs and campus diversity to develop strategies to successfully identify and recruit applicants from diverse and under-represented groups.</p> <p>Specifically:</p> <ol style="list-style-type: none"> <li>1. In order to identify qualified minority candidates, each school should have direct telephone communication with the Executive Director of the Black Coaches Association (BCA) and/or the Chair of the Minority Opportunity Interests Committee (MOIC).</li> <li>2. Each member institution should strive to interview a diverse pool of candidates.</li> <li>3. Take two or more weeks to make a final decision when selecting a new coach or administrator.</li> <li>4. Adhere to Affirmative Action hiring policies and procedures as required on campus.</li> <li>5. Advertise open positions in publications that reach diverse populations.</li> <li>6. Provide diversity education to staff throughout academic year.</li> <li>7. Develop faculty-coach minority mentor program.</li> </ol>	Director of Athletics in collaboration with the Offices of Human Resource Management, equal opportunity programs and campus diversity.	Beginning in 2004 and ongoing thereafter.

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8. Programs and Activities	Student-athletes are not aware of minority programs offered to minority students sponsored by the institution.	Communicate current programs available to all minority students and request feedback from student-athletes on the types of issues affecting them.	Annually survey all minority student-athletes through exit interviews to provide feedback to the department regarding the needs and issues affecting minority student-athletes.	Associate Athletics Director of Community Relations and Life Skills.	Beginning in 2004 and ongoing thereafter.