South Carolina Commission on Higher Education

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Dr. Richard C. Sutton
Executive Director

July 31, 2014

Memorandum

To: Chairman John L. Finan and Members, SC Commission on Higher Education

From: Mr. Hood Temple, Chair and Members, Access & Equity and Student Services Committee

FY2015-2016 Appropriation
Requests for EIA Funded Teacher Recruitment Projects

SC Program for the Recruitment and Retention of Minority Teachers (SC-PRRMT)

Background

The General Assembly authorized the SC Commission on Higher Education (CHE) to award grants to the public and/or independent colleges and universities to improve the recruitment of teacher education candidates, allocating $236,000 in Education Improvement Act (EIA) funds for this purpose during the 1986 legislative session. In FY1986-87, appropriations to SC State University were made by the General Assembly to improve the recruitment of minority teacher candidates. Since FY1986-87, continuing appropriations to SC State University have been made, both through the Education Improvement Act (EIA) and General Fund. Since FY1990-91, appropriations for the SC Teacher Recruitment Center and the South Carolina Program for the Recruitment and Retention of Minority Teachers (SC-PRRMT) at SC State University have been provided through EIA.

Beginning in FY1988-89, CHE was required, by a proviso in the General Appropriations Act, to "monitor the use" of these funds and to report on the "effectiveness of the programs" to the Senate and House Committee and to the EIA Select Committee. The FY1990-91 Appropriations Act included a more comprehensive proviso -- which instructed CHE to "ensure that all funds are used to promote teacher recruitment on a statewide basis…ensure the continued coordination of efforts among the… teacher recruitment projects… review the use of funds and… have prior program and budget approval."

In FY2013-14, the proviso included for the teacher recruitment programs -- Part 1B Proviso 1A.9 (*SDE-EIA: XII.F.2-CHE/Teacher Recruitment*) -- directs allocation of EIA funds which flow through CHE to the programs. In FY 2013-14, the allocation for two state teacher recruitment programs which totals $4,243,527. Of these funds, Proviso 1A.9 directs 92% or $3,904,045 to CERRA and 8% or $339,482 to SC-PRRMT. Of the funds directed to CERRA,

$3,045,155 (78%) is directed to Teaching Fellows and the remaining 22% ($692,588) for other CERRA programs, of which $166,302 must be used for specific programs to recruit minority teachers.

The SC-PRRMT operates within the Department of Teacher Education at South Carolina State University. According to the University, the mission of this program is to increase the pool of minority teachers in the State by making education accessible to non-traditional students (teacher aides, technical college transfer students and career path changers) and by providing an academic support system to help students meet entry, retention, and exit program requirements. The program, according to the University, is authorized to establish and maintain Satellite Teacher Education Program sites in twenty-one geographic areas throughout the State.

The Chair of the Access & Equity and Student Services Committee and CHE staff met with SCSU officials on August 19, 2013. Information regarding the SC-PRRMT FY2014-15 proposed budget, personnel costs, and possible plans to recruit more students in the program were discussed at great length. SCSU officials agreed to review the proposed budget for possible ways to increase the number of students and sites. At its meeting on August 27, 2013, the Access & Equity and Student Services Committee expressed concerns about SC-PRRMT's cost per student, the limited geographical areas served by the program, and the low percentage of graduates meeting the goal of the program as outlined in the proviso. The Committee requested that SC State officials provide additional information about the program's personnel costs, costs per student, and number of graduates and critical subject and schools, as well as plans to expand the program. A revised FY2014-15 budget was submitted to the Access & Equity and Student Services Committee of the Commission as well as the SC-PRRMT Expansion Plan of Action and approved on September 24, 2013 and subsequently approved by the Commission on November 7, 2013. In order to receive approval for funding for FY2014-15, the Commission approved the Access & Equity and Student Services Committee's recommendation to place SC- PRRMT on conditional status. For future funding SC-PRRMT would provide a report to the Commission demonstrating the program's FY2013-14 outcome(s) to: 1) increase the number of students and graduates from the targeted population; and 2) increase the number of critical geographic sites (as provided by recruitment and retention data, as well as graduation data). The average cost per student and plans to expand in future years to increase the number of participants in the program and the number critical geographic sites around the State were to be reported to the Commission. A report on progress of the approved Expansion Plan was to be submitted to the Commission by the no later than June 30, 2014.

On May 21, 2014, Commission staff met with SC State University (SCSU) officials to review current progress in meeting the FY2013-14 goals as outlined in the SCPRRMT Expansion Plan. SCSU officials reported that the number of students participating in the program increased to 52 and thereby exceeded the projected goal of 40 students. However, only two geographic sites were established during FY 2013-14 - one site in St Stephen, Berkley County (which was not in the FY2013-14 Expansion Plan), and one site in Columbia (Richland School District One). SCSU officials explained that the infrastructure and facilities needed within the school districts or counties in order to establish a new site continued to be a challenge. However, SCSU officials expressed their commitment to work with school districts in Georgetown and Williamsburg Counties (as well as other school districts). Concerns were also expressed by SCSU officials about the number of geographic sites in the present Expansion Plan and stated that a new plan would be forthcoming. SC PRRMT submitted the SC PRRMT update on the approved Expansion Plan to the Commission on June 5, 2014.

The SC-PRRMT Expansion Plan approved by Commission provided three key areas to be addressed: 1) the average cost per student; 2) sites established per the Expansion Plan); and 3) plans to recruit more students at the established sites. According to the approved plan, SC-PRRMT would use the current FY2013-14 funding for four sites.

1. **<u>Average cost per student</u>** included tuition/fees and books ($2964.76 for fall 2013 and $1,620 for spring 2014); marketing and recruitment ($40.00 + 33.33 + $308.33 = $381.66); and Praxis materials ($360 for fall 2013 and $471.25 for spring 2014).

Cost Analysis Per Student FY2013-2014

Fall 2013

	Tuition Fees and Books/Educational Materials (30 students)	$2,964.76
	Marketing initiatives	40.00
	Recruitment (Strategic Plan)	33.33
	Recruitment (Selection Criteria)	308.33
	Praxis I Preparation Sessions (15 Non-Traditional Students)	300.00
	Praxis I Materials	60.00
TOTAL		**$3,706.42**

Spring 2014

	Tuition Fees and Books/Educational Materials (40 students)	$1,620.00
	Marketing initiatives	30.00
	Recruitment (Strategic Plan)	25.00
	Recruitment (Selection Criteria)	231.25
	Praxis I Preparation Sessions (25 Non-Traditional Students)	180.00
	Praxis I Materials	60.00
TOTAL		2,146.25

Average cost per student **$5,852.67**

2. **<u>Sites to be established per Expansion Plan</u>**: Four sites were to be established by Spring 2014 in Berkley, Richland, Georgetown and Williamsburg Counties. According to the SC PRRMT, the FY2013-14 projected cost (salaries/fringes, technical support, travel, materials and administrative costs) for the Berkley site was $14,490.06; $7,808 at the Richland One site; $4,455.54 at the Georgetown site: and $4,369.22 at the Williamsburg site. The total costs for the four sites during FY2013-14 was projected to be $31,122.82

3. **<u>Plans to recruit more students</u>**: As outlined in the SC-PRRMT's Expansion Plan, the objective to recruit 15 students in fall 2013 and 25 students during spring 2014 for a total of 40 students. The number of sites would increase each year beginning with four new sites in FY2013-14 (funding from current FY2013-14 budget), adding three additional sites in FY2014-15, three sites in FY2016-2017 and three sites in FY2017-18, thereby increasing the number of sites from one in FY2012-13 to 13 sites by FY2017-18. This expansion would increase the number of students by 20 each year. Classes were to be held at program sites in designated public schools and instructors would travel to the various sites to teach. In order to accomplish the Expansion Plan goals as approved, SC-PRRMT's strategy was to coordinate the sites with local districts, review transcripts of possible candidates, prepare schedules and contract with instructors with video conference and on-line instruction. The breakdown of costs per site for FY2013-14 (Berkeley = $14,490, Columbia = $7,808, Georgetown = $4,455.54, Williamsburg = $4,369.22) was provided in the approved Expansion Plan. The program, according to SC PRRMT would scale up to seven sites during FY2014-15, to include the sites established during FY2013-14.

	Location	Total Number of Enrollees for all PRRMT Sites (Increase of 20 students per year)	Proposed Cost Per Site (FY2013-14)
2013-2014	Berkley County Richland District One Georgetown County Williamsburg County	40	$14,490.06 $7,808.00 $4,455.54 $4,369.22
2014-2015	Richland District Two Fairfield County Florence County	+20	
2015-2016	Clarendon County Horry County Marion County Marlboro County	+20	
2016-2017	Beaufort County Hampton County Jasper County	+20	
2017 - 2018	Allendale County Bamberg County Barnwell County	+20	
Total		120	$31,122.82

SC PRRMT FY2013-2014 Annual Report/Expansion Plan
FY2015-16 Budget Request

The SC-PRRMT FY2013-14 Annual Report provided information regarding the program's objectives and outcomes as well as the FY2015-16 proposed budget. During FY2009-10, 34 students were enrolled in SC- PRRMT program. According to the 2013-14 Annual Report, during FY2010-11 the number of enrolled students decreased to 28. Twenty-seven students were enrolled during FY2011-12 and FY2012-13. For FY2013-2014, 52 students were enrolled in the program. During FY2009-10, of the nine participants who graduated, six of the graduates (67%) taught in state declared critical subject areas or schools. Ten SC-PRRMT students graduated in FY2010-11, and every graduate taught in state declared critical subject areas or schools (100%). Seven SC-PRRMT students graduated in FY2011-12, and all seven graduates taught in critical subject areas or schools. In FY2012-13, ten of the 12 graduates who participated in SC-PRRMT taught in critical subject areas or schools. For 2013-14, by the time of submission of the FY2013—14 Annual Report, all 14 graduates met certification requirements and five of the 14 graduates were teaching in critical subject areas.

While the number of students increased from 27 students in FY2012-14 to 52 students in FY2013-14 (9 students enrolled at the Berkley site and 11 students enrolled at the Richland One site), the Georgetown and Williamsburg sites were not established. Thirty-two students enrolled at SC State University.

The proposed SC-PRRMT Expansion Plan submitted to the Commission on July 7, 2014 along with the FY2015-16 budget request <u>includes a change in the projected sites</u> to be established by FY1014-15 to include two sites already established in FY2013-14 (Berkley and Columbia- Richland One) and sites <u>to be established in FY2014-2015</u> (Columbia- Richland Two, Georgetown, Williamsburg, Fairfield and Florence). The total costs for <u>seven</u> sites - $97, 031 – are projected to remain the same as the Expansion Plan approved by the Commission and the projected increase in enrollment (20 students per year) are projected to remain the same.

SC-PRRMT FY2015-16 Budget Request $339,482.00

Personnel Services		
Program Manager (1)		
Program Recruiter (1)		
Adjunct Instructors (8)		
1. Salaries		$ 119,053.04
2. Fringes		$ 25,289.17
	TOTAL	$ 144,342.21
OTHER EXPENDITURES		
Office Support		$ 2,800.79
Postage		400.00
Telephone (WATS LINE)		500.00
Equipment & Maintenance		1,000.00
Printing		-0-
Newsletter/Annual Reports		
And other documents		
Forgivable Loans		182,039.00
Promotional Services		1,500.00
(TV Ad, Website, Promotional /Recruitment		
Materials)		
Intervention/Workshops for		1,500.00
Pre-service Teachers		
Travel		5,400.00
Regional meetings, Education		
Conferences, Partnership, CHE and EOC		
Meetings, and Recruitment Visitations and		
Exhibitions		
TOTAL OTHER EXPENDITURES		$195,139.79
TOTAL PROJECT EXPENDITURES		$339,482.00
TOTAL PROJECT APPROPRIATIONS		**$339,482.00**

The FY2013-14 Annual Report noted that the Administrative I position was deleted from SC-PRRMT budget (Personnel Services) in FY 2013-14 to increase the Office Support, Equipment & Maintenance, Forgivable Loans, Promotional Services, Intervention and Travel budget line items to assist with the recruitment of non-traditional students to extend beyond the geographic areas served by SC-PRRMT. SCSU absorbed the cost for the Administrative I position.

The SC PRRMT recruitment efforts to increase the number of students in the program have resulted in an increase in the number of students. In FY2011-12 there were only seven graduates, which increased to 12 graduates in 2012-13. The program graduated 14 students in May 2014. At present, 15 seniors, 5 juniors, 3 sophomores and 6 freshmen participate in the program. Nine (9) students classified as Master of Teaching (MAT) graduate level students were included in the number of students enrolled in the program for FY2013-14. Thirty four of the 52 students were enrolled at SCSU. Although SC PRRMT "is authorized to establish and maintain Satellite Teacher Education Program sites in twenty-one geographic areas throughout the State," the FY2013-14 objective to increase the number of sites around the state (per the approved Expansion Plan) has not been met with only two of the four sites (Berkley and Richland One) in operation during FY2013-14 (9 students enrolled at the Berkley site and 11 students enrolled at the Richland One site). SC PRRMT's ability to meet its mission to increase the pool of teachers around the state by making education accessible to non-traditional students including cost per student, cost per graduate, and limited geographical expansion continues to be of grave concern.

The program's revision to the Expansion Plan will, according to SCSU officials, increase the number of sites to seven by FY2014-15 to include Berkley, Columbia-Richland One, Columbia-Richland Two, Georgetown, Williamsburg, Fairfield and Florence. However, the Expansion Plan, includes the statement "to expand to additional sites for FY2015-2016 and subsequent years, the program will need additional funding."

In light of the funding already provided to the program in FY2013-14 and given the conditional status placed on this program by CHE in November 2013, a review of the structure of SC-PRRMT, to include examination of program costs, sites, delivery of the program to critical areas around the state is recommended to determine ways to develop a comprehensive teacher recruitment plan as well as deliver teacher education programs for non-traditional students at off-campus sites. Other entities, including the Educational Oversight Committee, SC Department of Education, Center for Educator Recruitment Retention and Advancement should be included in the review of the statewide program.

Recommendation

The Access & Equity and Student Services Committee commends favorably to the Commission a request to convene an overall review of the SC-PRRMT program to include the structure of SC-PRRMT, examination of program costs, sites, and delivery of the program to critical areas throughout the state to determine ways to further develop a comprehensive teacher recruitment program for non-traditional students at off-campus sites in the most cost-effective manner. Representative from the Educational Oversight Committee, SC Department of Education, and Center for Educator Recruitment Retention and Advancement should be included in the review of the statewide program. Pending the outcome(s) of the review, the FY2015-16 proposed budget in the amount of $339,482.00 will be considered by the Access & Equity and Student Services Committee.

South Carolina Program for the
Recruitment & Retention of Minority Teachers

Lift a Life...Teach

July 7, 2014

Dr. Karen Woodfaulk, Director
Student Services/Access & Equity
South Carolina Commission on Higher Education
1122 Lady Street, Suite 300
Columbia, South Carolina 29201

Please find attached South Carolina State University's 2013-2014 EIA Annual Report, which includes the revised Expansion Plan of Action of the South Carolina Program for the Recruitment and Retention of Minority Teachers.

If there are questions, please let me know as soon as possible.

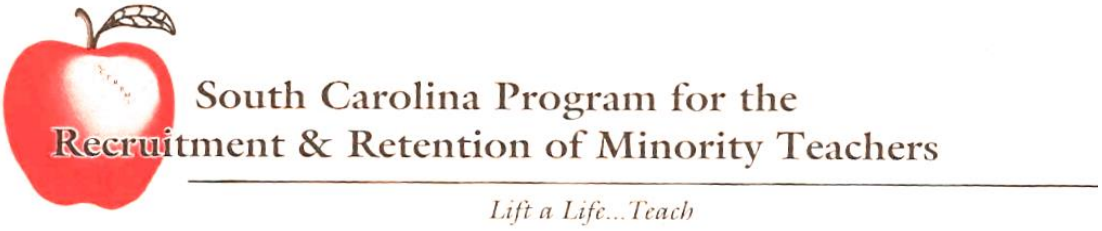
Sincerely,

Reinell A. Thomas-Myers

Reinell A. Thomas-Myers, Program Manager

P. O. Box 7793 • South Carolina State University • Orangeburg, South Carolina 29117-0001 • (803) 536-8818 • Fax 533-3611

2013-2014
ANNUAL REPORT
of the



Prepared for: The South Carolina Commission on Higher Education
Submitted by: Reinell Thomas-Myers, Program Manager

South Carolina State University
Orangeburg, South Carolina
July 2014

Thomas J. Elzey, President

ANNUAL REPORT OF THE SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS 2012-2013

SOUTH CAROLINA STATE UNIVERSITY

EXECUTIVE SUMMARY

MISSION STATEMENT: The South Carolina Program for the Recruitment and Retention of Minority Teachers (SC-PRRMT) is an Education Improvement Act – funded program. SC-PRRMT seeks to promote teaching as a career choice by publicizing the many career opportunities and benefits in the field of education in the State of South Carolina. The mission of the Program is to increase the pool of teachers in the State by making education accessible to non-traditional students (teacher assistants, career path changers, and technical college transfer students) and by providing an academic support system to help students meet entry, retention, and exit program requirements. In collaboration with South Carolina State University's Department of Teacher Education, the Program is authorized by the South Carolina General Assembly to establish and maintain Satellite Teacher Education Program (off-campus) sites in twenty-one geographic areas of the State. SC-PRRMT also administers an EIA Forgivable Loan Program and participates in state, regional, and national teacher recruitment initiatives.

PROGRAM OBJECTIVES AND OUTCOMES 2013-2014

Objective 1

To increase the pool of teachers in South Carolina by targeting non-traditional students for enrollment to teacher education programs at South Carolina State University.

OUTCOME:

TABLE 1
ENROLLMENT FIGURES FALL 2010 - SPRING 2014

Year	Number
Enrollment 2010-2011	28
Enrollment 2011-2012	27
Enrollment 2012-2013	27
Enrollment 2013-2014	52
Mean	**34**

True to its mission, the Program continues to target non-traditional students for careers in teaching. In an effort to serve as many students as is financially feasible, the Program teams with Financial Aid and other programs with teaching missions to fund student participants. As shown in Table 1 above, the Program's average enrollment in Teacher Education Curricula is 34 for fall 2010-spring 2014.

Objective 2

On an annual basis, SC-PRRMT targets no less than 50% of SC-PRRMT program participants for majors in a state-declared critical need subject area or employment placement in a state-declared critical geographic school (graduation and employment placement data—annual and longitudinal).

OUTCOMES:

TABLE 2
STATE- DECLARED CRITICAL NEEDS

Year	Total Number of Graduates	Graduation in a Critical Need Subject Area	Placement in Critical Geographic School	Percentage of Graduates Teaching in State-Declared Subject Areas or Schools
2010-2011	10	3 (30%)	9 (90%)	100 %
2011-2012	7	5 (71%)	6 (86%)	100%
2012-2013	12	2 (17%)	10 (83%)	100%
2013-2014	14	2 (14%)	3 (21%)	*5 (36%)

* Eleven (11) 2013-2014 graduates are not placed at the time of this report. However, we do anticipate placement by the beginning of the upcoming school year.

Program Graduates' Placement (Critical Needs)

Number of Graduates Placed in South Carolina Schools as of May 2014	174 (89%)
Number of Graduates in State-Declared Critical Need Subject Areas	63 (36%)
No. of Graduates Placed in Critical Geographic Schools	149 (86%)

Note: Some graduates major in critical need subject areas and accept jobs in critical geographic schools.

Objective 3

To ensure the success of EIA Forgivable Loan Program participants by monitoring their academic achievement/grade point averages (in the various teacher education majors), graduation and certification rates, and employment placement.

OUTCOMES:

- The Program continues to administer a Forgivable Loan Program. This past academic year 52 students participated in the program.

- Twenty-four (69%) of the Program's participants achieved Dean's List status, earning cumulative grade point averages of 3.00 or better during the 2013-2014 Academic Year. Twenty-eight (80%) maintained their eligibility. All 17 (100%) of the Program's M.A.T. participants maintained their eligibility.

- For academic year 2013-2014, seventy-nine percent of program participants achieved a cumulative grade point average of 3.00 or above. The distribution was as follows:

3.75 – 4.00	(12)
3.50 – 3.74	(9)
3.00 – 3.49	(20)

- For the 2013-2014 Academic Year, 14 students graduated; all 14 (100%) met certification requirements.

- The Program graduated 14 students. To date, three (21%) have gained employment in a South Carolina Public school. All are teaching in a critical geographic school and/or in a state-declared critical need subject area.

- Program graduates continue to further their education after graduation. Many have obtained additional certification, master's degrees, doctoral degrees, and national board certification. A number of program graduates have acquired positions as principals, assistant principals, district administrators, and certified counselors.

- The teaching experience of graduates range from 1 to 20 years.

- One hundred and thirty-nine (80%) of the Program's placed graduates have gained 5 to 20 years teaching experience, and the mean years of teaching for all graduates is 16.5 years.

The table below shows the commitment of our forgivable loan graduates beyond their contractual teaching requirement(s).

TABLE 3
TEACHING EXPERIENCE OF FORGIVABLE LOAN PARTICIPANTS
N=142

No. of FL Participants Bachelor's	No. of Years Teaching	Percentage Beyond Teaching Requirement of 5 Years	No. of FL Participants M.A.T.	No. of Years Teaching	Percentage Beyond Teaching Requirement of 2 Years
4	5	0%	5	5	150%
9	6	20%	5	6	200%
4	7	40%	6	7	250%
10	8	60%	8	8	300%
3	9	80%	-	-	-
6	10	100%	-	-	-
4	11	120%	-	-	-
6	12	140%	1	12	500%
6	13	160%	-	-	-
0	14	-	-	-	-
7	15	200%	-	-	-
12	16	220%	-	-	-
15	17	240%	-	-	-
17	18	260%	-	-	-
11	19	280%	-	-	-
3	20	300%	-	-	-
TOTAL 117	**-**		**TOTAL 25**	-	-

Of the 117 Bachelor's participants, 74.36% (87 out of 117 participants) years of teaching range from 10 years to 20 years. For these participants, the percentage beyond the teaching requirement of 5 years range from 100% to 300%.

Of the M.A.T. participants, 100% (25 out of 25 participants) years of teaching range from 5 to 11. For these participants, the percentage beyond the teaching requirement of 2 years range from 150% to 500%.

THE SUPPORT OF STATEWIDE RECRUITMENT AND RETENTION EFFORTS

- The Program Manager assisted with the development of a comprehensive Recruitment plan for the Department of Education FY 2011-2012. The Recruitment plan was fully implemented FY 2012-13 and continued FY 2013-2014.

- SC-PRRMT, in collaboration with CERRA and the Call Me Mister Program, developed a Statewide Partnership Plan for Teacher Recruitment, and presented it to the Access and Equity Committee of the South Carolina Commission on Higher Education. The Partnership remained ongoing for 2013-2014.

- Program recruitment activities for AY 2013-2014 involved: recruitment exhibitions and participation in fall and Winter Open House, and Youth Day at SC State University, freshman orientation, mailings and responses to program inquiries, visits to school districts, technical colleges, and participation and recruitment exhibitions at college fairs, career day, and SC State's Alumni Showcase. Recruitment activities/events included the following:

  Aiken Technical College
  Berkeley County Schools
  Calhoun County Schools
  Central Carolina Technical College
  Fairfield County Schools
  Florence County School District #3
  Florence-Darlington Technical College
  Freshman University Fair (SC State)
  Greenville Technical College
  Horry Georgetown Tech
  Midlands Technical College
  Northeastern Technical College
  Open House & Transfer Day (SC State)
  Piedmont Technical College
  Richland County School District One
  Technical College of the Low Country
  Trident Technical College
  Trident Technical College – Palmer Campus
  Williamsburg County Schools
  York Technical College

EIA BUDGET
PROPOSED BUDGET
FY 2015-2016

BUDGET REQUEST $339,482.00

***Personnel Services**

Program Manager	(1)	
Program Recruiter	(1)	
Adjunct Instructors	(12)	
1. Salaries		$ 119,053.04
2. Fringes		$ 25,289.17
		$ 144,342.21

OTHER EXPENDITURES

Office Support	$ 2,800.79
Postage	400.00
Telephone (WATS LINE)	500.00
Equipment & Maintenance	1,000.00
Printing	-0-
Newsletter/Annual Reports And other documents	
Forgivable Loans	182,039.00
Promotional Services (Website, Promotional /Recruitment Materials)	1,500.00
Intervention/Workshops for Pre-service Teachers	1,500.00
Travel	5,400.00
Regional meetings, Education Conferences, Partnership, CHE and EOC Meetings, and Recruitment Visitations and Exhibitions	
TOTAL OTHER EXPENDITURES	**$195,139.79**
TOTAL PROJECT EXPENDITURES	**$339,482.00**
TOTAL PROJECT APPROPRIATIONS	**$339,482.00**

The Administrative I position was deleted from SC-PRRMT budget (Personnel Services) to assist with the recruitment of non-traditional students to extend beyond the geographic areas we currently serve. SC State University will absorb the cost for the Administrative I position. Adjunct Instructors - Classes are conducted at program sites in designated public schools and instructors travel to the various sites to teach.

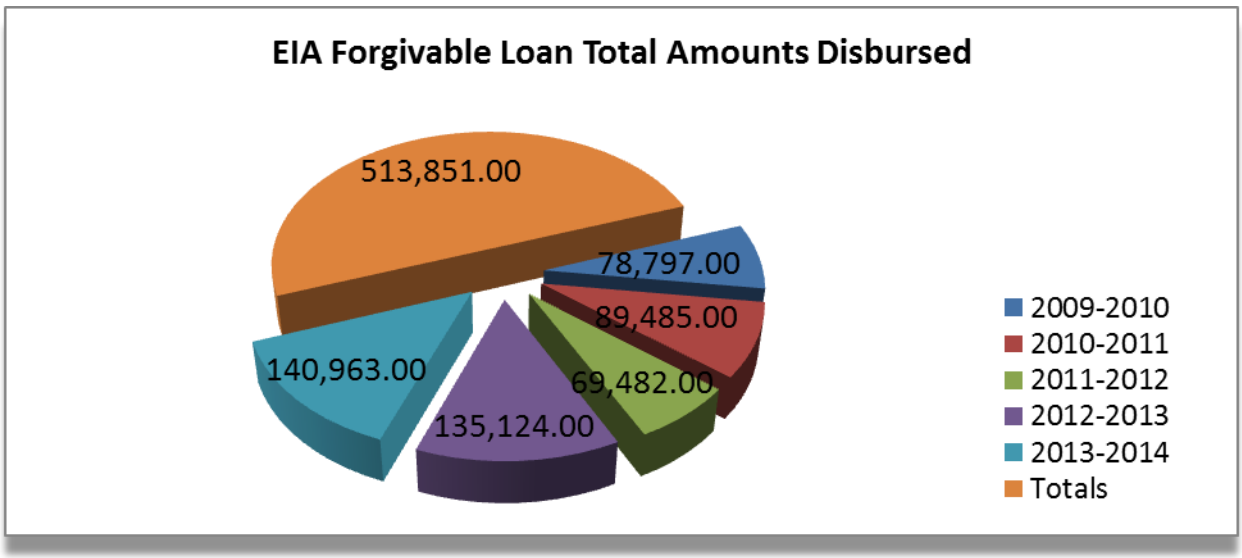
Budget for FY 2010-2011, FY 2011-2012, FY 2012-2013, FY 2013-2014 and Current FY 2014-2015.

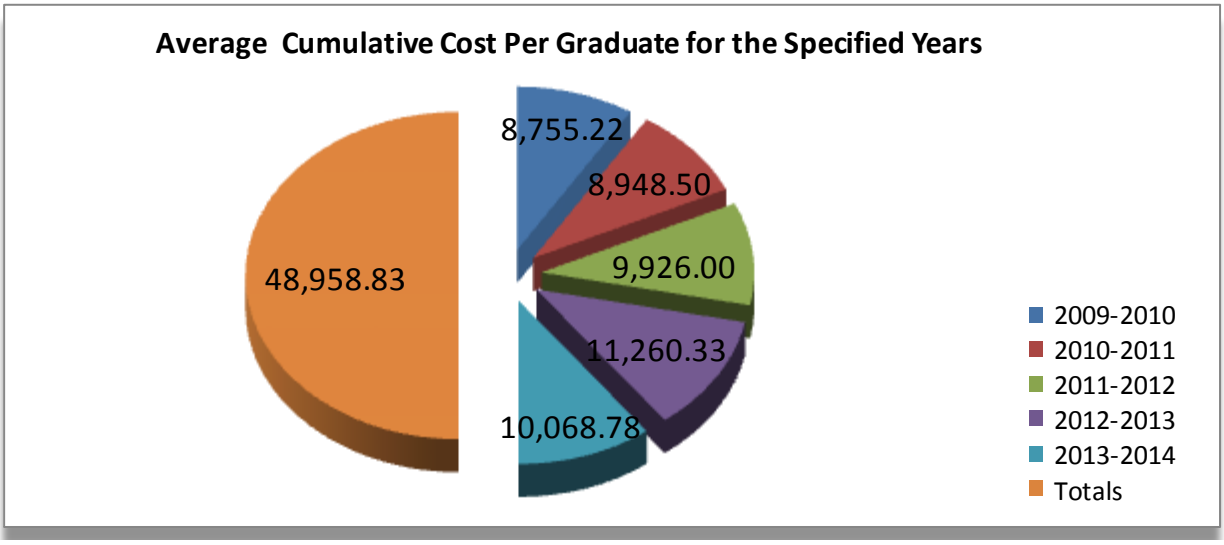
Funding Source	**FY 2010-2011 Actual**	**FY 2011-2012 Actual**	**FY 2012-2013 Actual**	**FY 2013-2014 Actual**	**Current 2014-2015 Estimated**
EIA	$350,111.00	$339,482.00	$339,482.00	339,482.00	339,482.00
General Fund	-0-	-0-	-0-	-0-	-0-
Lottery	-0-	-0-	-0-	-0-	-0-
Fees	-0-	-0-	-0-	-0-	-0-
Other Sources	-0-	-0-	-0-	-0-	-0-
Grant	-0-	-0-	-0-	-0-	-0-
Contributions, Foundation	-0-	-0-	-0-	-0-	-0-
Other (Specify)	-0-	-0-	-0-	-0-	-0-
Carry Forward from Prior Yr.	-0-	-0-	-0-	-0-	-0-
TOTAL	$350,111.00	$339,482.00	$339,482.00	$339,482.00	$339,482.00
Expenditures	**FY 2010-2011 Actual**	**FY 2011-2012 Actual**	**FY 2012-2013 Actual**	**Current 2013-2014 Estimated**	**Current 2014-2015 Estimated**
Personnel Service	$143,287.00	$145,287,00	$146,388.57	$146,388.57	119,053.04
Contractual Services	1,377.00	900.00	1,101.00	740.00	3,000.00
Supplies and Materials	1,250.00	1,331.20	2,379.00	1,150.72	2,700.79
Fixed Charges	-0-	1,618.90	1,150.00	1,250.00	2,000.00
Travel	5,973.00	5,137.86	2,175.00	3,545.00	5,400.00
Equipment	-0-	-0-	1,200.72	-0-	-0-
Employer Contributions	34,481.00	31,464.04	31,344.71	31,344.71	25,289.17
Allocations to Districts/Schools/ Agencies/Entities	-0-	-0-	-0-	-0-	-0-
Other: Forgivable Loans	163,743.00	153,743.00	153,743.00	155,063.00	182,039.00
Balance Remaining	-0-	-0-	-0-	-0-	-0-
TOTAL	$350,111.00	$339,482.00	$339,482.00	$339.482.00	$339,482.00
#FTES					
Expenditures	**FY 2010-2011 Actual**	**FY 2011-2012 Actual**	**FY 2012-2013 Actual**	**FY 2013-2014 Actual**	**Current 2014-2015 Estimated**
Personnel Service	Program Manager (1)	Program Manager (1)	Program Manager (1)	Program Manager (1)	Program Manager (1)
	Program Recruiter (1)	Program Recruiter (1)	Program Recruiter (1)	Program Recruiter (1)	Program Recruiter (1)
	Secretary (1)	Secretary (1)	Secretary (1)	Secretary (1)	
	Adjunct Instructors(16)	Adjunct Instructors(16)	Adjunct Instructors(8)	Adjunct Instructors(8)	Adjunct Instructors(12)

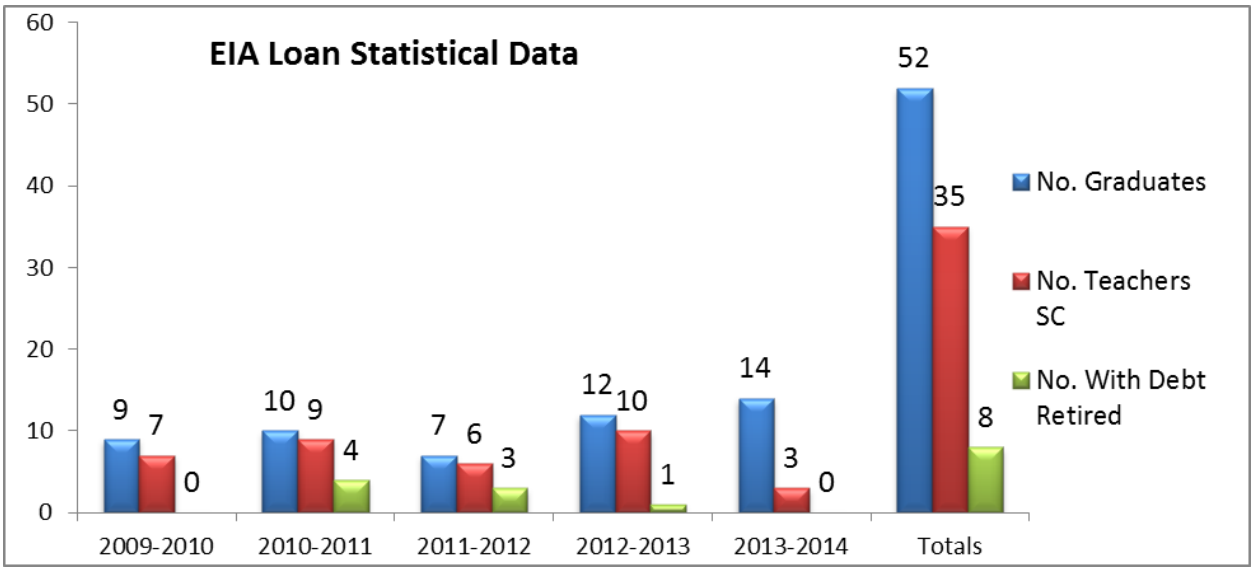
EIA Forgivable Loan Program

Annual program costs for the SC-PRRMT program – total amount of funds expended on the program, including all aid and administrative costs, to graduate and place each student in FY 2009-2010, FY 2010-2011, FY 2011-2012, FY 2012-2013, and FY 2013-2014.

	No. Graduates	No. Teachers SC	Total Amount Disbursed	No. With Debt Retired	Average Cumulative Cost Per Graduate for the Specified Years
2009-2010	9	7	78,797.00	0	8,755.22
2010-2011	10	9	89,485.00	4	8,948.50
2011-2012	7	6	69,482.00	3	9,926.00
2012-2013	12	10	135,124.00	1	11,260.33
2013-2014	14	3	140,963.00	0	10,068.78
Total	**52**	**35**			







Total number of participants per year by gender and race/ethnicity.

Distribution of Participants

Years	BF	WF	Asian/ His.F	BM	WM	Asian/ His.M.	Number of Participants
2009-2010	27	4	1	2	0	0	34
2010-2011	17	7	2	2	0	0	28
2011-2012	18	4	1	3	1	0	27
2012-2013	20	3	1	2	1	0	27
2013-2014	40	1	1	9	1	0	52

The South Carolina Program for the Recruitment and Retention of Minority Teachers (SC-PRRMT) is a self-supporting program. Program responsibilities/disbursements include:

- forgivable loan awards for students
- classes for the Praxis exam. Students must pass all parts of the Praxis examination to enter the Teacher Education program.
- refresher courses to help students re-enter college and assist them in passing the Praxis examination. Some students would benefit from one-on-one tutoring. The population is non-traditional students, mainly instructional assistants and transfer students.
- longer enrollment time. Classes are offered in the evenings. Non-traditional students sometimes take a semester or two longer than traditional students to complete their program
- all program materials, supplies, and equipment
- part-time personnel/instructors
- program marketing and recruitment
- normal operating costs

Budget reductions limit the number of students the program can award assistance, as well as the number of Satellite Teacher Education Program sites the PRRMT can maintain.

Contractual services for equipment and maintenance have been reduced or eliminated.

The program has cancelled its television ads used for marketing and recruitment.

Many of the students do not qualify for other types of financial aid and must receive full funding to participate in the program.

The Summer Institute, which focuses on workshops, seminars, and classes to help prepare students for the Praxis exam has been suspended.

Staff can no longer attend or participate in professional development and educational conferences and seminars.

SC-PRRMT APPROPRIATIONS REQUESTS AND ACTUAL BUDGET
Budget for FY 2011-2012, FY 2012-2013, 2013-2014, FY 2014-2015 and Proposed FY 2015-2016

	FY 2011-2012 Actual	FY 2012-2013 Actual	FY 2013-2014 Actual	Current FY 2014-2015 Estimated	Proposed Budget 2015-2016
+Personnel Services					
1. Salaries	145,287.00	146,388.57	146,388.57	119,053.04	119,053.04
2. Fringes	31,464.04	31,344.71	31,344.71	25,289.17	25,289.17
OTHER EXPENDITURES					
Office Support	1,331.20	1,082.33	1150.72	2,800.79	2,800.79
Postage	500.00	460.00	400.00	400.00	400.00
Equipment & Maintenance	1,618.90	3,451.39	750.00	1,000.00	1,000.00
Telephone (WATS LINE)	400.00	837.00	400.00	500.00	500.00
Printing *Newsletter/Annual Reports and other documents*	-0-	-0-	440.00	-0-	-0-
Forgivable Loans	153,743.00	153,743.00	155,063.00	182,039.00	182,039.00
Promotional Service *TV Ad, Website, Promotional/ Recruitment Materials*	-0-	-0-	-0-	1,500.00	1,500.00
Intervention/Workshops for Pre-Service Teachers	-0-	-0-	-0-	1,500.00	1,500.00
Travel *Regional meetings, Education Conferences, Partnership, CHE and EOC Meetings, and Recruitment Visitations and Exhibitions*	5,137.86	2,175.00	3,545.00	5,400.00	5,400.00
TOTAL OTHER EXPENDITURES	$162,730.96	$161,748.72	$161,748.72	$195,139.79	$195,139.79
TOTAL PROJECT EXPENDITURES	$339,482.00	$339,482.00	$339,482.00	$339,482.00	$339,482.00
TOTAL PROJECT APPROPRIATIONS	**$339,482.00**	**$339,482.00**	**$339,482.00**	**$339,482.00**	**$339,482.00**
APPROPRIATIONS REQUESTED	**$350,111.00**	**$339,482.00**	**$339,482.00**	**$339,482.00**	**$339,482.00**
APPROPRIATIONS CUTS	10,629.00	-0-	-0-	-0-	-0-
APPROPRIATIONS RECEIVED	**$339,482.00**	**$339,482.00**	**$339,482.00**	**$339,482.00**	**$339,482.00**
Expenditures	**FY 2011-2012 Actual**	**FY 2012-2013 Actual**	**FY 2013-2014 Actual**	**Current FY 2014-2015 Estimated**	**Proposed Budget 2015-2016**
+Personnel Services	Program Manager (1) Program Recruiter (1) Secretary (1) Adjunct Instructors (16)	Program Manager (1) Program Recruiter (1) Secretary (1) Adjunct Instructors(8)	Program Manager (1) Program Recruiter (1) Secretary (1) Adjunct Instructors (8)	Program Manager (1) Program Recruiter (1) Adjunct Instructors (8)	Program Manager (1) Program Recruiter (1) Adjunct Instructors (12)

PRRMT

Revised Expansion Plan of Action

South Carolina Program for the Recruitment and Retention of Minority Teachers

Reinell Thomas-Myers, Program Manager

July 2014

Revisions highlighted in red

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS EXPANSION PLAN OF ACTION

To continue to address the state's teacher shortage, as part of its overall expansion initiatives PRRMT plans to expand into, establish, and maintain Satellite Teacher Education Program (off-campus) sites in the Midlands, PeeDee and Piedmont areas. Expanding into these areas will increase enrollment, thereby increasing the number of graduates.

Although these areas are critical geographic areas of the state, programs offered at these sites will include at least three state-declared critical need subject areas. Enrollees (non-traditional students) meeting entry and award requirements will be given a forgivable loan award to assist with expenses while obtaining a baccalaureate degree in teacher education. Awards are used to help cover tuition, fees, and educational materials.

The program plans to continue to produce quality teachers for South Carolina's teaching force. The return on the investment to educate these non-traditional students has a positive outcome. Our graduates, the majority of whom are paraeducators-to-teachers, have been placed in 43 school districts throughout the state. Their commitment to both the teaching profession and the communities in which they live is evidenced by the longevity of their continued employment beyond their contractual teaching requirements.

To aid in this expansion, PRRMT will continue to market and promote the teaching profession and its benefits to South Carolina school districts and personnel by developing promotional materials to increase statewide awareness, and to establish partnerships with the major targeted areas. Current budget allocations limit the number of Satellite Teacher Education Program sites PRRMT and establish and maintain, as well as the number of students the program can award assistance. **To expand to additional sites for AY 2015-2016 and subsequent years, the program will need additional funding.**

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS EXPANSION PLAN OF ACTION

	Cost Analysis Per Student 2013-2014	2012-2013
Fall 2013		
Tuition Fees and Books/Educational Materials (30 students)	$2,964.76	
Marketing initiatives	40.00	
Recruitment (Strategic Plan)	33.33	
Recruitment (Selection Criteria)	308.33	
Praxis I Preparation Sessions (15 Non-Traditional Students)	300.00	
Praxis I Materials	60.00	
TOTAL	**$3,706.42**	

	Cost Analysis Per Student	
Spring 2014		
Tuition Fees and Books/Educational Materials (21students)	$1,620.00	
Marketing initiatives	30.00	
Recruitment (Strategic Plan)	25.00	
Recruitment (Selection Criteria)	231.25	
Praxis I Preparation Sessions (25 Non-Traditional Students)	180.00	
Praxis I Materials	60.00	
TOTAL	**$2,146.25**	
Average cost per student	**$5,852.67**	**$11,260.33**

Note: The above totals represent an average cost per student. Many of the students do not qualify for other types of financial aid and must receive full funding to participate in the program. Other participants require only partial funding.

SUMMARY
Of
Projected Cost Analysis
Projected Expansion Plan of Action
Projected Costs Per Site Spring 2014
(Berkeley, Richland One, Georgetown and Williamsburg)

Personnel	$20,000.00	(Instructors for Four (4) sites)
	2,400.00	(Technical Support - Distance Education)
Fringes	3,700.00	
TOTAL	$26,100.00	
Travel	3,000.32	(Instructors and Administrative travel to sites)
Instructors Materials	1,550.00	
Facilities Usage	472.50	
TOTAL	**$31,122.82**	

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS EXPANSION PLAN OF ACTION

Projected Cost Analysis
Projected Expansion Plan of Action
Projected Costs For Site Spring 2014
N = 4

Site	**Cost Per Site**	
Berkeley	Instructor's Salary (Instructor on-site)	$2,500.00 x 4 = $10,000.00
	Fringes	1,850.00
	Instructor's Travel	1,200.00
	Instructor's Materials	800.00
	Administrative Travel	167.56
	Facilities Usage	472.50
	Sub Total	**$14,490.06**
Columbia (Richland One)	Instructor's Salary (Distance Education)	$3,333.00 (1/3 Cost)
	Fringes	618.00
	Technical Support	2,400.00
	Instructor's Travel	1,082.00
	Instructor's Materials	250.00
	Administrative Travel	125.00
	Sub-Total	**$7,808.00**
Georgetown	Instructor's Salary (Distance Education)	$3,333.00 (1/3 Cost)
	Fringes	616.00
	Instructor's Materials	250.00
	Administrative Travel	256.54
	Sub-Total	**$4,455.54**
Williamsburg	Instructor's Salary (Distance Education)	$3,334.00 (1/3 Cost)
	Fringes	616.00
	Instructor's Materials	250.00
	Administrative Travel	169.22
	Sub-Total	**$4,369.22**
GRAND TOTAL		**$31,122.82**

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS
EXPANSION PLAN OF ACTION

Mission: The South Carolina Program for the Recruitment and Retention of Minority Teachers (SC-PRRMT) seeks to promote teaching as a career choice by publicizing the many career opportunities and benefits in the field of education in the State of South Carolina. The mission of the program is to increase the pool of minority teachers in the State by making education accessible to non-traditional students (teacher assistants, career path changers, and technical college transfer students) and by providing an academic support system to help students meet entry, retention, and exit program requirements.

A Purpose Number 1
To increase the pool of teachers in the State.

B. Specific Objective Number 1
To increase enrollment by expanding beyond the geographic areas it currently serves, to increase on-line classes offered, and to implement classes by video conference. Increasing enrollment will increase graduation rates. Based on the matriculation of the population of students served by the program, to experience maximum effects using this mode of delivery, approximately five years of implementation is needed.

C. Performance Evaluation Measure: Increased enrollment resulting in an increase in the number of graduates.

Ongoing (Fall 2013 – Spring 2018)

1.1 Recruitment and expansion activities remain ongoing (Fall 2013 – Spring 2018).
For AY 2013-2014 the program continued classes at the Berkeley site and established a site in Columbia (Richland One). In AY 2014-2015 classes will continue at the Berkeley and Richland One sites. The program plans to begin classes in Fairfield, Georgetown, Williamsburg, Richland Two, and Florence County.

In order to expand into different areas of the state, PRRMT's original plan listed several areas/counties in which the program plans to establish off-campus sites. To clarify the locations and the number of sites, the counties have been collapsed into regions. In keeping with the overall expansion initiative, by spring 2018 the goal is to establish sites in each region. Below is a breakdown of the regions:

Region 1 – Columbia (Richland County), Fairfield, Lexington, Newberry

Region 2 – Berkeley, Charleston, Dorchester

Region 3 – Chesterfield, Dillon, Florence, Marion, Marlboro

Region 4 – Georgetown, Horry, Williamsburg

Region 5 – Abbeville, Aiken, Barnwell, Edgefield, Laurens, McCormick, Saluda

Region 6 – Allendale, Bamberg, Calhoun, Orangeburg

Region 7 – Beaufort, Colleton, Hampton, Jasper

Region 8 – Clarendon, Kershaw, Lee, Sumter

Region 9 – Chester, Lancaster, Union, York

Region 10 – Anderson, Cherokee, Greenville, Oconee, Pickens, Spartanburg

a. Contact district personnel and set up initial visit
b. Provide marketing materials to district to determine interest
c. Meet with instructional assistants (teacher aides)
d. Disseminate and assist in the completion of necessary admissions and financial aid documents
e. Follow-up with applicants and district personnel – to include telephone calls, mailings, etc.
f. Emphasis will be placed on enrolling participants in state-declared critical need subject areas
g. Analyze applicants transcripts to determine eligibility
h. Process students for enrollment

1.2 Maintain current sites and establish additional sites.
Selected sites and areas will be charged with assisting to locate qualified instructors in the area.

a. Coordinate with district personnel to determine infrastructure currently in place
b. Review participants transcripts to determine courses needed
c. Prepare a schedule of classes
d. Contract instructors
e. Implement instruction by virtual delivery
    1). Online classes
    2). Video Conferencing
    3). Combine sites for classes

f. Although video conferencing reduces teacher costs, an on-site technician will be needed at each location to provide technical support.
g. Facilities Usage Fee
h. Budget reductions limit the number of satellite teacher education program sites PRRMT can maintain.

Two online classes were offered for 2013 – 2014.
There are four instructors per site, per semester.
Several video conferencing and online classes are projected for 2014 – 2015.

1.3 Award Forgivable Loan.
Determine if student meets the requirements for a forgivable loan award.
So that funds may reach more participants, awards will be based on need.
The served population is non-traditional students and many do not qualify for other types of financial aid.
Budget reductions also limit the number of students the program can award assistance.

1.4 Increase the number of program graduates.
The increase in the number of Satellite Teacher Education Program sites, the increase in online courses, and the implementation of classes by video conferencing will also increase student enrollment.
Full implementation in the expanded areas using this mode of delivery and the increase in enrollment will result in an increase in the number of program graduates.
Although the matriculation of this population sometimes takes a semester or two longer than traditional students, with the expansion, the number of graduates will increase.
With full implementation of the expansion PRRMT expects to at least double the number of graduates to approximately 22 – 24 for the 2017-2018 academic year.

1.5 Monitor student progress by visiting established sites.
Maintain copies of participant transcripts, and state required examination scores.
Schedule intervention workshops.
Coordinate with districts to offer workshops and enhancement seminars.

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS EXPANSION PLAN OF ACTION

Enrollment Projections

Table 1
Satellite Teacher Education Program Sites

	Total Number of Enrollees for all PRRMT Sites (Provided funding is available)	Actual Number of Enrollees for PRRMT	Enrollees per Site
2013 - 2014	40	52 Increase of 79% from 2012-2013	Berkeley - 9 Richland One -11 SC State Campus -32 Non-traditional students, technical college transfers, and career path changers from various counties attend classes at the sites and on SC State's campus.
2014 - 2015	60		
2015 - 2016	80		
2016 - 2017	100		
2017 - 2018	120		

Table 2
Projected Graduation Rates

	Total Number of Graduates for all PRRMT Sites	Actual Number of Graduates for PRRMT
2013 – 2014	12 – 14	14
2014 – 2015	15 – 17	
2015 – 2016	18 – 20	
2016 – 2017	20 – 22	
2017 – 2018	22 – 24	

Table 3
Classification of Participants as of May 2014 – AY 2013-2014

Graduates	14
Seniors	15
Juniors	5
Sophomores	3
Freshmen	6
MAT	9

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS EXPANSION PLAN OF ACTION

Projected Cost Analysis Per Student
Site Identification
2014-2015

Fall 2014	
Tuition Fees and Books/Educational Materials (60 students)	$3,070.65
Marketing initiatives	41.66
Recruitment (Strategic Plan)	33.33
Recruitment (Selection Criteria)	154.16
Praxis I Preparation Sessions (Non-Traditional Students) (Instructors)	112.50
Praxis I Materials	60.00
TOTAL	**$3,472.30**
Spring 2015	
Tuition Fees and Books/Educational Materials (60 students)	$3,070.65
Marketing initiatives	41.66
Recruitment (Strategic Plan)	33.33
Recruitment (Selection Criteria)	154.16
Praxis I Preparation Sessions (Non-Traditional Students) (Instructors)	112.50
Praxis I Materials	60.00
TOTAL	**$3,472.30**

Note: The above totals represent an average cost per student. Many of the students do not qualify for other types of financial aid and must receive full funding to participate in the program. Other participants require only partial funding.

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS EXPANSION PLAN OF ACTION

SUMMARY
Of
Projected Cost Analysis
Projected Expansion Plan of Action
Site Identification 2014-2015
(Berkeley, Richland One, Georgetown, Williamsburg, Richland Two, Fairfield and Florence)

Personnel	$30,000.00	(Instructors for Seven (7) sites)
	4,800.00	(Technical Support Distance Education)
Fringes	5,550.00	
TOTAL	$ 40,350.00	
Travel	5,365.96	(Instructors and Administrative travel to sites)
Instructors Materials	2,300.00	
Facilities Usage	500.00	
TOTAL	**$48,515.96 x 2 (fall 2014 and spring 2015) = $97,031.92**	

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS EXPANSION PLAN OF ACTION

Projected Cost Analysis
Projected Expansion Plan of Action
Site Identification
2014-2015
N=7

Site	**Cost Per Site**	
Berkeley	Instructor's Salary (Instructor on-site)	$2,500.00 x 4 = $10,000.00
	Fringes	1,850.00
	Instructor's Travel	1,200.00
	Instructor's Materials	800.00
	Administrative Travel	167.56
	Facilities Usage	500.00
	Sub-Total	**$14,517.56**
Columbia (Richland One)	Instructor's Salary (Distance Education)	$3,333.00 (1/3 Cost)
	Fringes	618.00
	Technical Support	2,400.00
	Instructor's Travel	1,082.00
	Instructor's Materials	250.00
	Administrative Travel	125.00
	Sub-Total	**$7,808.00**
Columbia (Richland Two)		
	Instructor's Salary (Distance Education)	$3,333.00 (1/3 Cost)
	Fringes	616.00
	Instructor's Materials	250.00
	Sub-Total	**$4,199.00**
Fairfield	Instructor's Salary (Distance Education)	$3,334.00 (1/3 Cost)
	Fringes	616.00
	Instructor's Material	250.00
	Administrative Travel	170.44
	Sub-Total	**$4,370.44**

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS EXPANSION PLAN OF ACTION

Cost Analysis
Projected Expansion Plan of Action
Site Identification
2014-2015
N=7

Site	Cost Per Site	
Florence	Instructor's Salary (Distance Education)	$3,333.00 (1/3 Cost)
	Fringes	618.00
	Technical Support	2,400.00
	Instructor's Materials	250.00
	Instructor's Travel	2,000.00
	Administrative Travel	195.20
	Sub-Total	**$8,796.20**
Georgetown	Instructor's Salary (Distance Education)	$3,333.00 (1/3 Cost)
	Fringes	616.00
	Instructor's Materials	250.00
	Administrative Travel	256.54
	Sub-Total	**$4,455.54**
Williamsburg	Instructor's Salary (Distance Education)	$3,334.00 (1/3 Cost)
	Fringes	616.00
	Instructor's Materials	250.00
	Administrative Travel	169.22
	Sub-Total	**$4,369.22**

TOTAL $48,515.96 x 2 (fall 2014 and spring 2015) = $97,031.92

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS EXPANSION PLAN OF ACTION

Mission: The South Carolina Program for the Recruitment and Retention of Minority Teachers (SC-PRRMT) seeks to promote teaching as a career choice by publicizing the many career opportunities and benefits in the field of education in the State of South Carolina. The mission of the program is to increase the pool of teachers in the State by making education accessible to non-traditional students (teacher assistants, career path changers, and technical college transfer students) and by providing an academic support system to help students meet entry, retention, and exit program requirements.

A. Purpose Number 2

To increase the pool of teachers in the State.

B. Specific Objective Number 2

To increase the pool of teachers in the State by targeting teacher aides, technical college transfer students, and career path changers for employment in the teaching profession.

C. Performance Evaluation Measure:

Recruitment and Retention data, as well as graduation data will demonstrate progress toward increasing and in increasing the state's pool of teachers from the targeted population. Files on participants and workshops will be maintained, as well as printed copies of marketing materials and annual reports. **Quantitative** measures include: a) Praxis (Content Area) scores, b) PLT (Principles of Learning and Teaching) scores, c) Graduation rates, d) Employment Placement rates, and e) Retention rates. **Qualitative** measures include: a) Demographic data on program participants (e.g. gender, race/ethnicity) b) Program participants' Academic Data (e.g. grade point averages /honors), and c) Employer/employee feedback through surveys.

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS EXPANSION PLAN OF ACTION

MILESTONES	TIME FRAME
2.1 Recruit teacher aides and career path changers from targeted school districts throughout the State. Distribute information.	Ongoing
2.2 Continue to implement the Department of Education's Recruitment plan. This will generate increases in the number of non-traditional applicants. Increased applicants will yield increases in the number of graduates.	Ongoing
2.3 Assists prospective applicants with completing necessary documents for admission to the university and completion of financial aid forms.	July 1- April 30 for upcoming AY
2.4 Collaborate with South Carolina State's Office of Admissions and Recruitment and SCSU's Transfer Coordinator to identify students interested in pursuing a degree in teacher education.	July 1 – April 30 for upcoming AY
2.5 Analyze applicant application and transcript. Process application and forward to Office of Admissions.	July 1 – April 30 for upcoming AY
2.6 Develop a schedule of classes to be offered at established sites.	May 30 for upcoming AY
2.7 Coordinate with school district personnel to determine infrastructure for identified sites.	June 1 for upcoming AY
2.8 Provide incentives for education by administering a forgivable loan program.	August 15 – June 30 annually

2.9 Work with those students who do not currently meet the requirements for a forgivable loan award to determine other options.	Ongoing
2.10 Offer off-campus courses and make distance education courses accessible to program participants.	August – fall semester January – spring semester June – summer session
2.11 Monitor student progress by attaining copies of transcript from the Office of Records and Registration.	December 15 for fall semester May 15 for spring semester
2.12 Maintain copies of Praxis I, Praxis II, and PLT scores of participants.	Ongoing
2.13 Schedule Intervention Workshops for Praxis I.	August – fall semester January – spring semester June – summer session
2.14 Track employment placement of graduates. Maintain records of graduation and placement.	Ongoing
2.15 Prepare program reports.	September 1 annually October 1 annually

SOUTH CAROLINA PROGRAM FOR THE RECRUITMENT AND RETENTION OF MINORITY TEACHERS
EXPANSION PLAN OF ACTION

Mission: The South Carolina Program for the Recruitment and Retention of Minority Teachers (SC-PRRMT) seeks to promote teaching as a career choice by publicizing the many career opportunities and benefits in the field of education in the State of South Carolina. The mission of the program is to increase the pool of teachers in the State by making education accessible to non-traditional students (teacher assistants, career path changers, and technical college transfer students) and by providing an academic support system to help students meet entry, retention, and exit program requirements.

A **Purpose Number 3**
To increase the pool of teachers in the State.

B. Specific Objective Number 3
To increase awareness of the dearth of minority teachers in SC teaching force by participating in state-wide initiates that focus upon teacher recruitment and issues in educating minorities.

C. Performance Evaluation Measure: Published newsletter, Conference printed programs, correspondence.

MILESTONES	TIME FRAME
3.1 Promote the PRRMT and the Teaching Profession by publishing promotional brochures, flyers, newsletters, and digital presentations.	Ongoing
3.2 Attend, make presentations or set up exhibition booth at the annual conferences of the South Carolina Alliance of Black School Educators (SCABSE) and the South Carolina Education Association.	January/spring each annual year Providing funds are available
3.3 Participate in forums, organizations, and meetings focused on minority teacher recruitment, teacher recruitment in general, and critical needs of the state, as related to education.	Ongoing

South Carolina State University
South Carolina Department of Education

Recruitment Plan 2011-2016

South Carolina Department of Education
Recruitment Plan 2011-2016
Deborah Anderson, Omari Dyson, Gloria Hayes-Smith, Albert Hayward, Reinell Thomas-Myers, Bessie Powell, William Pruitt
Reginald Williams (Chairperson)

GOAL: TO INCREASE THE NUMBER OF DEPARTMENT OF EDUCATION MAJORS BETWEEN 2011-2016

Strategy 1: **Department of Education Faculty Members will attend ED-OP Recruitment College Sessions to help with recruitment of Students. The schedule and information for ED-OP can be found here:** http://www.cacrao.org/SCEdOp2011/SCEdOp-index.htm. **Each committee member would choose a recruitment area/date which the SCSU admissions/recruitment office as designated to go as a representative of SCSU's Department of Teacher Education.**		
Action Step 1: DOE faculty members will attend an ED-OP Recruitment College Session in the Fall Semester of each academic year. **COST ANALYSIS: Standard Rate For Mileage/Meals For Each Faculty Member Traveling to Recruitment Visit** 1. Devise a process where faculty can receive the schedule for ED-OP recruitment days. *(Responsible Persons: Recruitment Committee)* 2. Have faculty members sign up for their preferred recruitment visit day *(Responsible Person:_____)* 3. Faculty members complete their recruitment visits and report back to next immediate faculty meeting		

GOAL: TO INCREASE THE NUMBER OF DEPARTMENT OF EDUCATION MAJORS BETWEEN 2011-2016

what they have gained information-wise *(Responsible Person:_____)* 4. Obtain list of contact students at end of ED-OP visits *(Responsible Person:_____)* 5. Divide up contact information by program, *(Responsible Person:_____)* 6. Have program faculty contact/correspond with prospects *(Responsible Persons: Program Coordinators)*		

South Carolina Department of Education
Recruitment Plan 2011-2016
Deborah Anderson, Omari Dyson, Gloria Hayes-Smith, Albert Hayward, Reinell Thomas-Myers, Bessie Powell, William Pruitt
Reginald Williams (Chairperson)

GOAL: TO INCREASE THE NUMBER OF DEPARTMENT OF EDUCATION MAJORS BETWEEN 2011-2016

Strategy 2: **The Department of Education will increase the number of Education majors by 20% by the 2015-2016 using the Pre-Education Clubs (BETA Clubs) as a recruitment focus within the middle schools along with focusing on Pro-Team programs in selected schools.**		
Action Step 1: Using the BETA Clubs, National Honor Society, and Pro-Teams to give monthly co-presentations with teaching fellows, teacher cadets in local high schools, and Call me M.I.S.T.E.R. scholars. **COST ANALYSIS—At least $1,500: Standard Rate For Mileage/Meals For Each Faculty Member Traveling to Recruitment Visit, Copies of Brochures ($500.00), LCD Projectors and Laptops ($1,000 if DOE equipment must be replaced).** 1. Meet with the teaching fellows, teacher cadets, and Call Me M.I.S.T.E.R. advisors to discuss how to give collaborative presentations to these pre-education clubs in an effective manner about majoring in an education discipline in matriculating to SC State. *(Responsible Person:_____)* 2. The DOE Recruitment Committee and the scholars program advisors will create a plan and schedule for meeting with each of the	Action Step 2: Using the BETA Clubs, National Honor Society, and Pro-Teams to give once a semester professional development with teaching fellows, teacher cadets in local high schools, and Call me M.I.S.T.E.R. scholars. **COST ANALYSIS: ($3,000 at minimum) to include food for students, presentation supplies, meeting space, and possible payment for staffers to work overtime.** 1. The DOE Recruitment Committee will work with district principals/super to establish a date on which the PD day will take place and how long *(Responsible Person:_____)* 2. Meet with the teaching fellows, teacher cadets, and Call Me M.I.S.T.E.R. advisors to discuss how to gain	Action Step 3: Using the BETA Clubs, National Honor Society, and Pro-Teams to survey student interest on why they would choose education as a career thus applying that data to future advertizing efforts **COST ANALYSIS: ($100 at minimum) for travel to schools if necessary.** 1. DOE Recruitment Committee works with principal to survey students in Spring Semester via computers on scheduled days. *(Responsible Person:_____)* 2. DOE Committee works with Research Committee to create a survey focusing on gathering information on why students would like/would not like to be teachers. *(Responsible Person:_____)* 3. DOE Committee presents survey to faculty who vet it. Survey is revised in conjunction with Research Committee until approved by faculty. 4. Survey administered online (e.g. SureyMokey.com) with special sessions

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organizations. The length and time would be established by contacting the middle school organization's advisor (through the school's principal). *(Responsible Person:_____)* 3. In the first faculty meeting for the school year, faculty members would sign up for the date that they wish to volunteer to do the presentation. That date would correspond with a particular middle school student group and an assigned Fellow, M.I.S.T.E.R., or Cadet. A count will also be made of the number of education students who are "declared education majors" for comparison when these same tallies are made in 2015. *(Responsible Person:_____)* 4. Faculty members will complete their assigned presentation dates for 2011-2012. *Person:_____)*	information from teachers about what education topics will engage children *(Responsible Person:_____)* 3. The DOE Recruitment Committee and the scholars program advisors will create a professional development day incorporating as many faculty as possible (through the school's principal). *(Responsible Person:_____)* 4. In the first faculty meeting for the school year, faculty would be presented with the planned day and prospectively assigned parts. Modifications will be made within the first month until finalized. (Early Fall 2012). *(Responsible Person:_____)* 5. DOE Recruitment Committee will coordinate space, supplies, advertisement, and announcements at schools. (Early Fall) *(Responsible Person:_____)*	set up in coordination with school principals so that students can complete survey at their school's cpu labs if necessary. *(Responsible Person:_____)* 5. Results are collected and analyzed. Ideas are drawn up on how to use the data to advertize to students as they progress from middle school to high school to graduation. *Responsible Person:_____)*

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	6. PD will be conducted with survey data collected. (October 2012 Tentative) *(Responsible Person:_____)* 7. DOE Recruitment Committee will analyze results of data to plan for a more effective PD day the next year. (Mid Fall) *(Responsible Person:_____)*	

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Strategy 3: **The Department of Education will hold a reception for the undecided majors and make an effort to convince 15% of the attendees to declare Education as a major.**

Action Step 1: Holding a reception for the undecided majors and make an effort to convince attendees to declare education as a major by holding a session with medium/light refreshments.	Action Step 2: Creating a resource room/educational library in CARE CENTER where students can explore the education field, resources, and career choices	Action Step 3: Updating the DOE website to include links to many different education related websites and testimonials on students who were once un-decided majors
COST ANALYSIS: ($500.00) for refreshments, equipment. 1. Get the list of Undecided Majors to be used to dictate how to execute the reception efficiently. *(Responsible Person:_____)* 2. Meeting with recruitment committee to decide (based on the number and demographics of the undecided students) on a time, the place (possibly the State Room), menu, advertizing plan, and available budget for the reception. Designate committee members to take care of planning components. *(Responsible Person:_____)* 3. At the event hand out TE	**COST ANALYSIS: ($1,000 depending on types of resources)** 1. IF FUNDS AVAILABLE, DOE Recruitment Committee works with CARE Center Staff to assess what new resources and realistically be included in CARE Center and a budget. *(Responsible Person:_____)* 2. DOE Recruitment Committee will receive ideas from faculty on possible resources that could aid undecided students in choosing education or at least	**COST ANALYSIS: None(?)** 1. DOE Recruitment Committee brainstorms with faculty on possible additions to website (faculty contact info, testimonials, links, sample syllabi for classes, electronic PDF Program of Study Sheets). *(Responsible Person:_____)* 2. DOE Recruitment Committee creates a plan on how to upgrade website and presents to faculty. *(Responsible Person:_____)* 3. Committee works with SCSU webmaster to update system as requested. *(Responsible Person:_____)* 4. Website is upgraded and launched. *(Responsible Person:_____)*

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brochures, program studies; have faculty members speak briefly on each area; answer questions; have students to sign a contact form; have change of major forms for students to complete on site. *(Responsible Person:_____)* 4. After session, tally number of change of major forms completed and compare to total attendees to see if 15% of them have declared as education majors; follow-up with other students for the rest of the CURRENT semester. *(Responsible Person:_____)*	exploring the possibility. *(Responsible Person:_____)* 3. DOE Recruitment Committee presents ideas to CARE Center which helps to identify what the center can handle space-wise. *(Responsible Person:_____)* 4. DOE Recruitment Committee Presents final plan to faculty at last faculty meeting of semester. Faculty vets and approves plan with necessary changes. *(Responsible Person:_____)* 5. DOE Committee gives info to Chair to order materials. *(Responsible Person:_____)* 6. Resources are integrated into CARE Center. *(Responsible Person:____)* 7. Resources are made available to students. *(Responsible person)*	

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Strategy 4: Expand the number of non-traditional enrollees by 25%.		
Action Step 1: SC-PRRMT makes contact with and visits school districts. **COST ANALYSIS—At least $1,500: Standard Rate For Mileage Traveling to school districts, copies of all marketing materials ($500.00).** 1. Make Presentation 2. Distribute marketing materials on the SC-PRRMT 3. Distribute information from Admissions Office 4. Distribute Financial aid information or Financial Aid Counselor will attend the visit to assist with Financial Aid information 5. Process SC-PRRMT Personal Data Recruitment Forms	Action Step 2: Forward student's completed SC State Application and other required documents to Admissions Office for processing and evaluation.	Action Step 3: Obtain Official Letter of Acceptance from Office of Admissions
Action Step 4: Obtain student's G.PA., and if it meets the required minimum or above, and the student meets the specified standards for a program forgivable loan scholarship, forward the student an EIA Forgivable Loan Application Form..	Action Step 5: Forward letter of inquiry and financial aid disclosure form to the Financial Aid Office regarding the student's financial status.	Action Step 6: Process student for enrollment and determine EIA Forgivable Loan Award.
Action Step 7: Schedule of Classes Prepared by Program Manager and Program Recruiter.		

For additional information, write or call

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