



South Carolina Commission on Higher Education

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Executive Director

November 7, 2013

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

FY2014-2015 Appropriation Request for EIA Funded Teacher Recruitment Project

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 Committees 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 was directed to two state teacher recruitment programs which totaled \$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 at twenty-one geographic areas throughout the State.

The Annual Report from SC-PRRMT is submitted by CHE to the Senate and House Education Committees and to the Education Oversight Committee each October. The SC-PRRMT FY2012-13 Annual Report provided information regarding the program's objectives and outcomes (**Attachment I**). During FY2009-10, 34 students were enrolled in SC-PRRMT. During FY2010-11, the number of enrolled students decreased to 28. During FY2011-12 and again in FY2012-13, 27 students were enrolled in the program respectively. For FY2009-10, of the nine participants who graduated, six of the graduates (67%) taught in state declared critical subject or geographic areas. Ten SC-PRRMT students graduated in FY2010-11, and every graduate taught in state declared critical subject or geographic areas (100%). Seven SC-PRRMT students graduated in FY2011-12, and all seven graduates taught in critical subject or geographic areas.

During FY2012-13, ten of the 12 graduates who participated in SC-PRRMT are teaching in critical subject or geographic areas. Of the total number of graduates, ten were teaching in critical geographical areas and two were teaching in critical subject areas. Eighty-three percent of the graduates returned to critical geographic areas.

The appropriation request approved by the General Assembly for SC-PRRMT was \$339,482 for FY2012-13 and FY2013-2014 respectively. The same amount - \$339,482 - is proposed for the FY2014-15. Upon receipt this budget request, Mr. Hood Temple, Chair, Access & Equity and Student Services Committee and CHE staff met with Ms. Reinell Thomas-Myers, Program Manager of SC-PRRMT, Dr. Charlie Spell, Chairman, SCSU Department of Teacher Education and 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 FY2014-15 budget for possible ways to increase the number of students in the program.

A revised FY2014-15 budget was submitted to CHE on August 27, 2013. The Access & Equity and Student Services Committee of the Commission met to review the SC-PRRMT Annual Report and to consider the program's proposed FY2014-15 budget (**Attachment I**). The Committee expressed concerns about the program'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 voted to table consideration of the SC-PRRMT FY2014-15 proposed budget request. 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 geographic sites, as well as plans to expand the program.

The SC-PRRMT Expansion Plan of Action Report was submitted to Commission staff on September 24, 2013. The average cost per student, plans to expand in future years to increase the number of participants in the program and the number critical geographic sites around the state are included in the expansion plan. **(Attachment II)**

FY2014-15 SC-PRRMT Expansion Plan Summary

Average Cost per Student

The expansion plan provides the average cost per student for fall and spring of FY2013 - 14. According to the plan, SC-PRRMT will use the current FY2013-14 funding for pilot sites. According to the expansion plan, the average cost per student includes tuition/fees and books (\$2964 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).

In addition the proposed FY2014-15 budget under Personnel Services includes one program manager and one program recruiter. Adjunct instructors' (eight) salaries are included in Personnel Services (eight instructors x \$2,500.00=\$20,000.00). The Administrative I position was deleted from the Personnel Services budgetary line to increase the Office Support, Equipment & Maintenance, Forgivable Loans, Promotional Services, Intervention and Travel line items in order to assist with the recruitment of non-traditional students to extend beyond the geographic areas presently served. SC State University will absorb the cost for the Administrative I position.

Recruitment Plan

SC-PRRMT's expansion plan includes the objective to recruit 15 students in Fall 2013 and 25 students during Spring 2014. The number of sites will increase each year beginning with three new sites in FY2013-14 (funding from current FY2013-14 budget), adding four 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 proposed expansion will increase the number of students by 20 each year. The average number of students served (N=7) is seven students per site. Classes are to be held at program sites in designated public schools and instructors will travel to the various sites to teach.

In order to accomplish this expansion goal, SC-PRRMT's strategy is to coordinate the sites with local districts, review transcripts of possible candidates, prepare schedules and contract with instructors with video conferencing 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) is provided in the expansion plan. The total cost for four sites in Spring 2014 is \$31,122.82.

According to SC-PRRMT's expansion plan, the program will scale up to seven sites during FY 2014-15, to include the sites established during the current FY2013-14. The FY2014-15 proposed budget includes costs for four sites for instructors and technical support (\$26,100); travel for instructors and administrators to sites (\$3,000.32); instructors' materials (\$1550) and facilities usage at the sites (\$472.50).

SC-PRRMT reports annually to CHE, through which the program's EIA-based appropriations are approved. CHE is authorized to review the program's annual budget and monitor the effectiveness of SC-PRRMT. Budget review authority is also given to the General Assembly's Education Oversight Committee. SC-PRRMT's Expansion Plan of Action for FY 2014-15 (the budget year CHE will need to approve) provides for seven sites at a total cost of \$97,031.92 and total 60 students. Recruitment to increase the number of students in the program and increase the number of critical geographic sites around the state has been less than robust over the years, with only one existing site (Berkley) during FY2013-14. Funding has been redirected towards administration and program infrastructure (assessments, coursework, Praxis preparation, completion of the teacher education program, etc.).

SC-PRRMT's expansion plan will yield 20 new students per year at a cost of \$97,515.96 for FY2014-15 *excluding* administrative costs. The reason(s) given for not meeting recruitment objectives is that funding has been inadequate; therefore SC-PRRMT has not increased the number of critical geographic sites around the state and has not increased the number of graduates. The cost per student analysis presented in the expansion plan suggests that the pool of students and the number of graduates cannot increase without additional funding. Plans to significantly reduce administrative costs and increase the number of sites through innovative programming and technology (increased program offerings at sites, video conferencing, etc.) are essential to the existence of this program. Also, increased coordination with the Center for Educator, Recruitment, Retention, and Advancement, with specific emphasis on collaboration of recruitment activities should be included as an integral part of SC-PRRMT's expansion plans.

In order to receive approval for funding for FY2014-15, it is recommended that SC-PRRMT be placed on conditional status. SC-PRRMT should report to the Committee 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 report should be submitted to the Committee by the no later than June 30, 2014.

Recommendation

The Access & Equity and Student Services Committee commends favorably to the Commission approval of the FY2014-15 appropriations request in the amount of \$339,482 for the SC Program for the Recruitment and Retention of Minority Teachers (SC-PRRMT) at SC State University. It is also recommended that the program be placed on conditional status.

In addition, SC-PRRMT shall provide a report by no later than June 30, 2014 to include cost per student, number of students from the targeted population (as provided by recruitment and retention data, as well as graduation data); number of graduates, number of sites; teacher placement in critical subjects/geographic sites; and other relevant data for FY2013-14 for the Committee's consideration of approval for future funding for this program.

**2012-2013
ANNUAL REPORT
of the**



**South Carolina Program for the
Recruitment & Retention of Minority Teachers**

Lift a Life... Teach

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

**South Carolina State University
Orangeburg, South Carolina
August 2013**

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 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. 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 2012-2013

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 2009 - SPRING 2013**

Year	Number
Enrollment 2009-2010	34
Enrollment 2010-2011	28
Enrollment 2011-2012	27
Enrollment 2012-2013	27
Mean	29

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 29 for fall 2009-spring 2013.

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
2009-2010	9	1 (11%)	4 (44%)	5 (56%)
2010-2011	10	3 (30%)	8 (80%)	100 %
2011-2012	7	5 (71%)	5 (71%)	100%
2012-2013	12	2 (17%)	7 (58%)	*58% or higher

* Five (5) 2012-2013 graduates are not placed at the time of this report.

Program Graduates' Placement (Critical Needs)

Number of Graduates Placed in South Carolina Schools as of May 2013	165
Number of Graduates in State-Declared Critical Need Subject Areas	61 (37%)
No. of Graduates Placed in Critical Geographic Schools	146 (88%)

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 27 students received forgivable loans.
- ◆ Twelve (92%) of the Program's undergraduate forgivable loan recipients achieved Dean's List status, earning cumulative grade point averages of 3.00 or better during the 2012-2013 Academic Year. Twelve of 13 (92%) maintained their eligibility. All 14 (100%) of the Program's M.A.T. participants maintained their eligibility. Twenty-seven students participated in the program.
- ◆ For academic year 2012-2013, ninety-six percent of program participants achieved a cumulative grade point average of 3.00 or above. The distribution was as follows:

3.75 – 4.00	(7)
3.50 – 3.74	(8)
3.00 – 3.49	(11)

- ◆ For the 2012-2013 Academic Year, 12 students graduated; all 12 (100%) met certification requirements.
- ◆ The Program graduated 12 students. To date, seven (58%) have gained employment in a South Carolina Public school. All seven 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 19 years.
- ◆ One hundred and thirty-three (81%) of the Program's placed graduates have gained 5 to 19 years teaching experience, and the mean years of teaching for all graduates is 15.5 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=133

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
9	5	0%	5	5	150%
4	6	20%	6	6	200%
10	7	40%	8	7	250%
3	8	60%	-	-	-
6	9	80%	-	-	-
4	10	100%	-	-	-
6	11	120%	1	11	450%
6	12	140%	-	-	-
0	13	-	-	-	-
7	14	180%	-	-	-
12	15	200%	-	-	-
15	16	220%	-	-	-
17	17	240%	-	-	-
11	18	260%	-	-	-
3	19	280%	-	-	-
TOTAL 113	-		TOTAL 20	-	-

Of the 113 Bachelor's participants, 71.68% (81 out of 113 participants) years of teaching range from 10 years to 19 years. For these participants, the percentage beyond the teaching requirement of 5 years range from 100% to 280%.

Of the 14 M.A.T. participants, 100% (20 out of 20 participants) years of teaching range from 5 years to 6 years. For these participants, the percentage beyond the teaching requirement of 2 years range from 150% to 450%.

***THE SUPPORT OF STATEWIDE RECRUITMENT AND
RETENTION EFFORTS***

- ◆ Program recruitment activities for AY 2012-2013 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 five school districts, to nine technical colleges, and participation and recruitment exhibitions at college fairs, career day, and SC State's Alumni Showcase.
- ◆ 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.
- ◆ 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 2012-2013.

**EIA BUDGET
PROPOSED BUDGET
FY 2014-2015**

BUDGET REQUEST \$339,482.00

***Personnel Services**

1. Salaries	\$ 119,053.04
2. Fringes	<u>\$ 25,289.17</u>
	\$ 144,342.21

OTHER EXPENDITURES

*Office Support	\$ 1,500.79
Postage	400.00
Telephone (WATS LINE)	500.00
*Equipment & Maintenance	1,500.00
Printing	-0-
Newsletter/Annual Reports And other documents	
*Forgivable Loans	184,239.00
*Promotional Services	1,500.00
(TV Ad, Website, Promotional /Recruitment Materials)	
*Intervention/Workshops for Pre-service Teachers	1,500.00
*Travel	4,000.00
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

***Personnel Services**

Program Manager (1)

Program Recruiter (1)

The Administrative I position was deleted from SC-PRRMT budget (Personnel Services) to increase the *Office Support, Equipment & Maintenance, Forgivable Loans, Promotional Services, Intervention and Travel line items 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 (8)-Instructors salary included in Personnel Services (8 instructors x \$2,500.00=\$20,000.00). Classes are conducted at program sites in designated public schools and instructors travel to the various sites to teach.

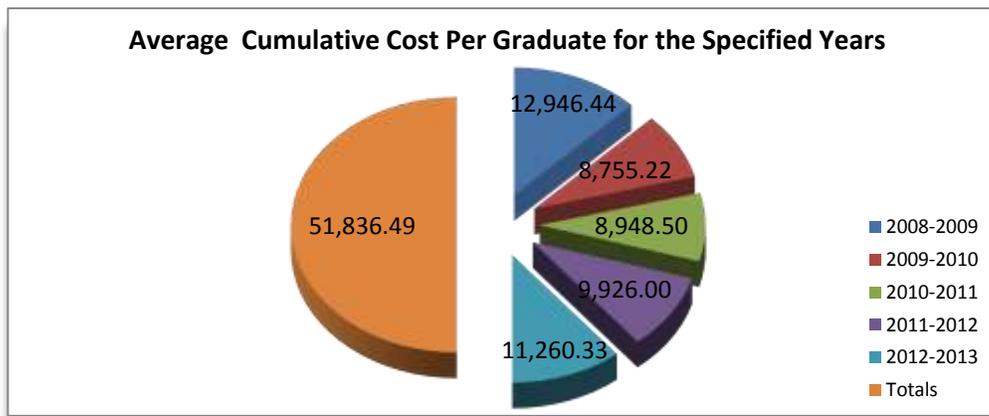
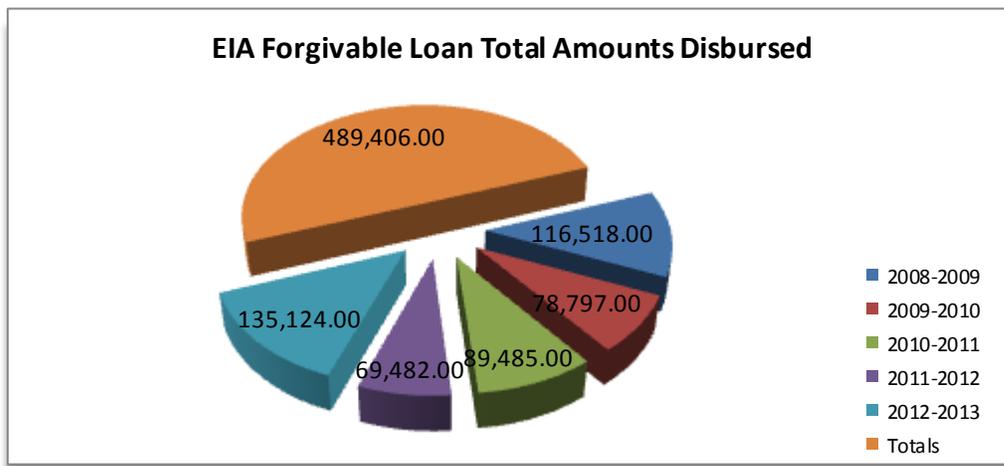
Budget for FY 2009-2010, FY 2010-2011, FY 2011-2012, FY 2012-2013 and Current FY 2013-2014.

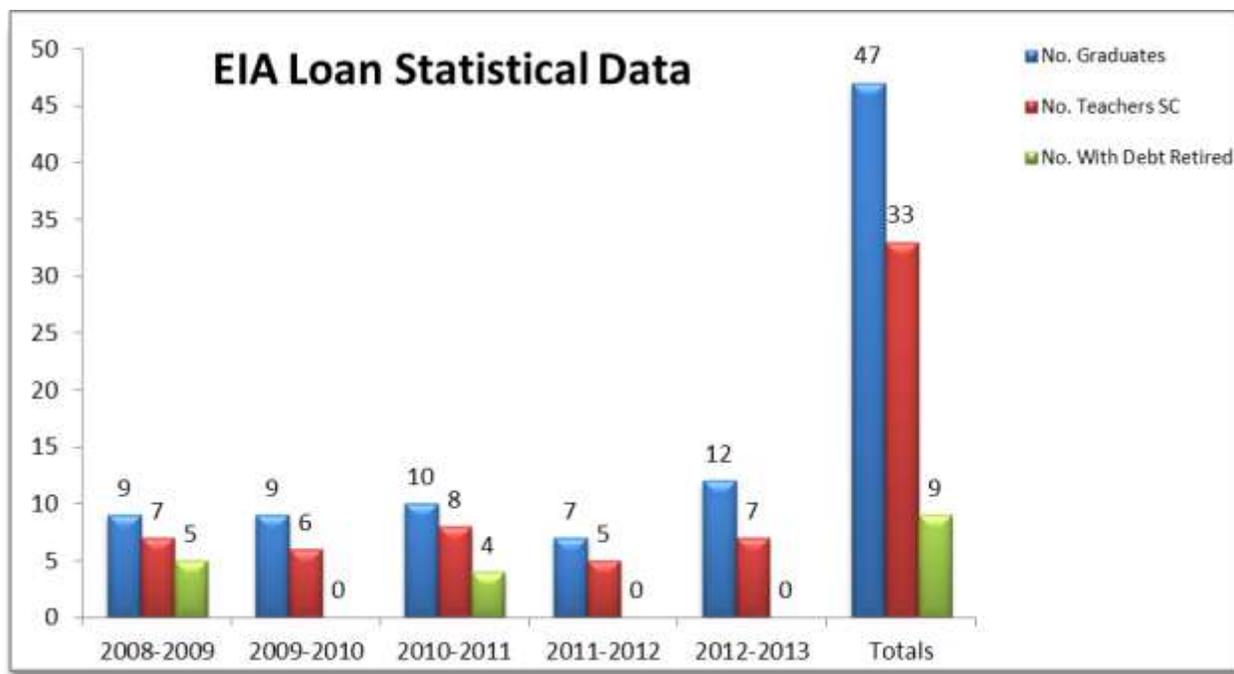
Funding Source	FY 2009-2010 Actual	FY 2010-2011 Actual	FY 2011-2012 Actual	FY 2012-2013 Actual	Current 2013-2014 Estimated
EIA	\$350,111.52	\$350,111.00	\$339,482.00	\$339,482.00	339,482.00
General Fund	-0-	-0-	-0-	-0-	-0-
Lottery	-0-	-0-	-0-	-0-	-0-
Fees	-0-	-0-	-0-	-0-	-0-
Other Sources	-0-	-0-	-0-	-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	\$350,111.52	\$350,111.00	\$339,482.00	\$339,482.00	\$339,482.00
Expenditures	FY 2009-2010 Actual	FY 2010-2011 Actual	FY 2011-2012 Actual	FY 2012-2013 Actual	Current 2013-2014 Estimated
Personnel Service	\$142,179.65	\$143,287.00	\$145,287.00	\$146,388.57	\$146,388.57
Contractual Services	1,787.44	1,377.00	900.00	1,101.00	1,500.00
Supplies and Materials	1,877.00	1,250.00	1,331.20	2,379.00	980.72
Fixed Charges	-0-	-0-	1,618.90	1,150.00	720.00
Travel	7,344.88	5,973.00	5,137.86	2,175.00	3,545.00
Equipment	-0-	-0-	-0-	1,200.72	-0-
Employer Contributions	33,179.55	34,481.00	31,464.04	31,344.71	31,344.71
Allocations to Districts/Schools/Agencies/Entities	-0-	-0-	-0-	-0-	-0-
Other: Forgivable Loans	163,743.00	163,743.00	153,743.00	153,743.00	155,003.00
Balance Remaining	-0-	-0-	-0-	-0-	-0-
TOTAL	\$350,111.52	\$350,111.00	\$339,482.00	\$339,482.00	\$339,482.00
#FTES					
Expenditures	FY 2009-2010 Actual	FY 2010-2011 Actual	FY 2011-2012 Actual	FY 2012-2013 Actual	Current FY 2013-2014 Estimated
Personnel Service	Program Manager (1)				
	Program Recruiter (1)				
	Secretary (1)				

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 2008-2009, FY 2009-2010, FY 2010-2011, FY 2011-2012 and FY 2012-2013.

	No. Graduates	No. Teachers SC	Total Amount Disbursed	No. With Debt Retired	Average Cumulative Cost Per Graduate for the Specified Years
2008-2009	9	7	116,518.00	5	12,946.44
2009-2010	9	6	78,797.00	0	8,755.22
2010-2011	10	8	89,485.00	4	8,948.50
2011-2012	7	5	69,482.00	0	9,926.00
2012-2013	12	7	135,124.00	0	11,260.33
Total	47	33		9	N/A





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

Total number of awards per year, awardees by gender and race/ethnicity.

**Distribution of Awards
By Ethnicity**

Years	BF	WF	Asian/ His.F	BM	WM	Asian/ His.M.	Number of Awards
2008-2009	23	7	1	1	0	0	32
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

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

- ◆ 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.

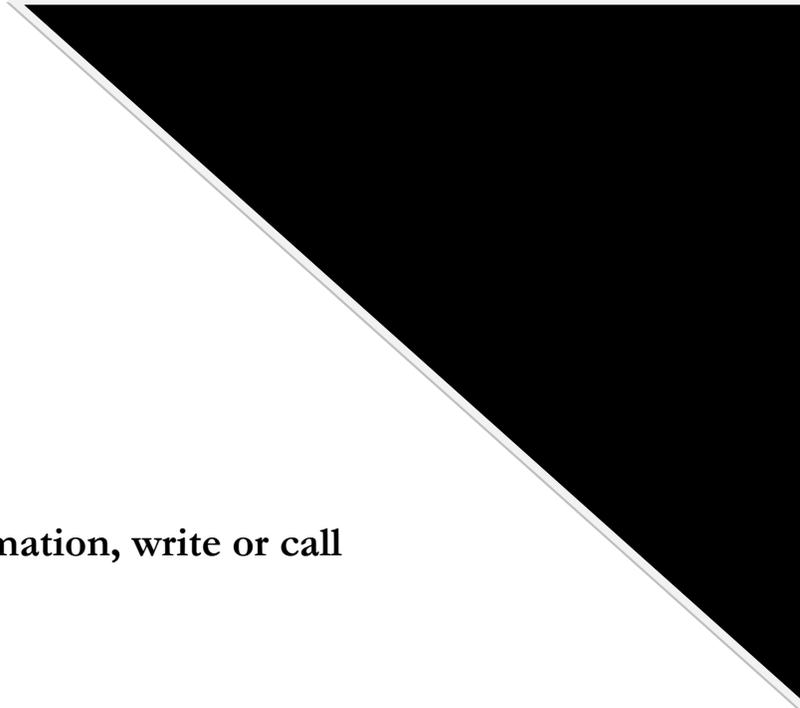
The Summer Institute, which focuses on workshops, seminars, and classes to help prepare students for the Praxis exam has been suspended.

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

Travel is limited to only the most essential locations.

SC-PRRMT APPROPRIATIONS REQUESTS AND ACTUAL BUDGET
Budget for FY 2010-2011, FY 2011-2012, FY 2012-2013, 2013-2014 and
Proposed FY 2014-2015

	FY 2010-2011 Actual	FY 2011-2012 Actual	FY 2012-2013 Actual	Current FY 2013-2014 Estimated	Proposed Budget 2014-2015
+Personnel Services					
1. Salaries	143,287.00	145,287.00	146,388.57	146,388.57	119,053.04
2. Fringes	34,481.00	31,464.04	31,344.71	31,344.71	25,289.17
OTHER EXPENDITURES					
Office Support	500.00	1,331.20	1,082.33	800.72	1,500.79
Postage	750.00	500.00	460.00	400.00	400.00
Equipment & Maintenance	-0-	1,618.90	3,451.39	750.00	1,500.00
Telephone (WATS LINE)	877.00	400.00	837.00	500.00	500.00
Printing <i>Newsletter/Annual Reports and other documents</i>	500.00	-0-	-0-	750.00	-0-
Forgivable Loans	163,743.00	153,743.00	153,743.00	155,003.00	184,239.00
Promotional Service <i>TV Ad, Website, Promotional/ Recruitment Materials</i>	-0-	-0-	-0-	-0-	1,500.00
Intervention/Workshops for Pre- Service Teachers	-0-	-0-	-0-	-0-	1,500.00
Travel <i>Regional meetings, Education Conferences, Partnership, CHE and EOC Meetings, and Recruitment Visitations and Exhibitions</i>	5,973.00	5,137.86	2,175.00	3,545.00	4,000.00
TOTAL OTHER EXPENDITURES	\$172,343.00	\$162,730.96	\$161,748.72	\$161,748.72	\$195,139.79
TOTAL PROJECT EXPENDITURES	\$350,111.00	\$339,482.00	\$339,482.00	\$339,482.00	\$339,482.00
TOTAL PROJECT APPROPRIATIONS	\$350,111.00	\$339,482.00	\$339,482.00	\$339,482.00	\$339,482.00
APPROPRIATIONS REQUESTED	\$467,000.00	\$350,111.00	\$339,482.00	\$339,482.00	\$339,482.00
APPROPRIATIONS CUTS	116,889.00	10,629.00	-0-	-0-	-0-
APPROPRIATIONS RECEIVED	\$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 FY 2013-2014 Estimated	Proposed Budget 2014-2015
+Personnel Services	Program Manager (1) Program Recruiter (1) Secretary (1) Adjunct Instructors(16)	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) Secretary (1) Adjunct Instructors (8)



For additional information, write or call

**The South Carolina Program for the Recruitment
and Retention of Minority Teachers**

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South Carolina State University

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PRRMT

Expansion Plan of Action

South Carolina Program for the Recruitment and Retention of Minority Teachers

Reinell Thomas-Myers, Program Manager

September 2013

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 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 Programs 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**

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

Projected Cost Analysis Per Student

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

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
Projected Costs Per Site Spring 2014
(Berkeley, Richland 1, Georgetown and Williamsburg)**

Personnel	\$20,000.00	(Instructors for Four (4) sites)
	2,400.00	(Technical Support Distance Education)
Fringes	<u>3,700.00</u>	
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**

<u>Sites</u>	<u>Cost Per Site</u>	
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	<u>472.50</u>
	Sub Total	\$14,490.06
Columbia (Richland I)	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	<u>125.00</u>
	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	<u>256.54</u>
	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	<u>169.22</u>
	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**

***Tentative Schedule of Classes
Spring 2014***

Berkeley County School District

<u>Course</u>	<u>Credit</u>	<u>Date/Time</u>	<u>Location</u>
RED 206 -44 Integrating Lang. Arts & Lit. Meth	3	Monday 5:00 – 7:30 pm	St. Stephen Elementary Sch. St. Stephen, SC
CS 150 -44 Computer Science	3	Tuesday 5:00 – 7:30 pm	St. Stephen Elementary Sch. St. Stephen, SC
PS 252-44 American Government	3	Wednesday 5:00 – 7:30 pm	St. Stephen Elementary Sch. St. Stephen, SC
M 150-44 Quantitive Reasoning – Math	3	Thursday 5:30 - 8:00 pm	St. Stephen Elementary Sch. St. Stephen, SC

***Proposed Schedule of Classes
Spring 2014***

Richland District #1 / Georgetown County / Williamsburg County

<u>Course</u>	<u>Credit</u>	<u>Date/Time</u>	<u>Location</u>
E 150 English Composition	3	Monday 5:00 – 7:30 pm	TBD
EPSY 250 Human Growth and Development	3	Tuesday 5:00 – 7:30 pm	TBD
ED 206 Foundations of Education	3	Wednesday 5:00 – 7:30 pm	TBD
M 150 Quantitative Reasoning – Math	3	Thursday 5:30 - 8:00 pm	TBD

**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 will remain ongoing (Fall 2013 – Spring 2018)

Spring 2014 the program plans to continue classes at the Berkeley site and establish sites in the following counties:

Columbia (Richland District #1)

Georgetown

Williamsburg

- 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

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

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

2014-2015

Establish sites in the following counties:

Columbia (Richland #2)

Fairfield

Florence

2015-2016

Establish sites in the following counties:

Horry

Marion

Marlboro

2016-2017

Establish sites in the following counties:

Beaufort

Hampton

Jasper

2017-2018

Establish sites in the following counties:

Allendale

Bamberg

Barnwell

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

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 to

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**

	Location	Total Number of Enrollees for all PRRMT Sites (Provided funding is available)
2013 - 2014	Berkeley County Richland District 1 Georgetown County Williamsburg County	40
2014 - 2015	Richland District 2 Fairfield County Florence County	60
2015 - 2016	Clarendon County Horry County Marion County Marlboro County	80
2016 - 2017	Beaufort County Hampton County Jasper County	100
2017 - 2018	Allendale County Bamberg County Barnwell County	120

**Table 2
Projected Graduation Rates**

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

**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 1, Georgetown, Williamsburg, Richland 2, Fairfield and Florence)**

Personnel	\$30,000.00	(Instructors for Seven (7) sites)
	4,800.00	(Technical Support Distance Learning)
Fringes	<u>5,550.00</u>	
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**

<u>Sites</u>	<u>Cost Per Site</u>	
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 I)	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	<u>125.00</u>
	Sub-Total	\$7,808.00
Columbia (Richland II)	Instructor's Salary (Distance Education)	\$3,333.00 (1/3 Cost)
	Fringes	616.00
	Instructor's Materials	<u>250.00</u>
	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	<u>170.44</u>
	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**

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	<u>195.20</u>
	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	<u>256.54</u>
	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	<u>169.22</u>
	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**

***EIA PROPOSED BUDGET
FY 2014-2015***

BUDGET REQUEST \$339,482.00

***Personnel Services**

Program Manager (1)		
Program Recruiter (1)		
Adjunct Instructors (8)		
1. Salaries		\$ 119,053.04
2. Fringes		<u>\$ 25,289.17</u>
	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-
(Newspaper/Annual Reports & other documents)	
*Forgivable Loans	182,039.00
*Promotional Services	1,500.00
(TV Ad, Website, Promotional /Recruitment Materials)	
*Intervention/Workshops for Pre-service Teachers	1,500.00
*Travel,	5,400.00
(Regional meetings, Education Conferences, Partnership, CHE and EOC Meetings, & Recruitment Visitations & 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 increase the *Office Support, Equipment & Maintenance, Forgivable Loans, Promotional Services, Intervention and Travel line items 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.**

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

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

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 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 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 initiatives 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**

<p>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.</p>		
<p>Action Step 1: <u>DOE faculty members will attend an ED-OP Recruitment College Session in the Fall Semester of each academic year.</u></p> <p>COST ANALYSIS: Standard Rate For Mileage/Meals For Each Faculty Member Traveling to Recruitment Visit</p> <ol style="list-style-type: none">1. Devise a process where faculty can receive the schedule for ED-OP recruitment days. <i>(Responsible Persons: Recruitment Committee)</i>2. Have faculty members sign up for their preferred recruitment visit day <i>(Responsible Person: _____)</i>3. Faculty members complete their recruitment visits and report back to next immediate faculty meeting what they have gained		

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**

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

<p>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.</p>		
<p>Action Step 1: <u>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.</u></p> <p>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).</p> <ol style="list-style-type: none"> 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. <i>(Responsible Person:_____)</i> 2. The DOE Recruitment Committee and the scholars program advisors 	<p>Action Step 2: <u>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.</u></p> <p>COST ANALYSIS: (\$3,000 at minimum) to include food for students, presentation supplies, meeting space, and possible payment for staffers to work overtime.</p> <ol style="list-style-type: none"> 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 <i>(Responsible Person:_____)</i> 2. Meet with the teaching fellows, teacher cadets, and 	<p>Action Step 3: <u>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</u></p> <p>COST ANALYSIS: (\$100 at minimum) for travel to schools if necessary.</p> <ol style="list-style-type: none"> 1. DOE Recruitment Committee works with principal to survey students in Spring Semester via computers on scheduled days. <i>(Responsible Person:_____)</i> 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. <i>(Responsible Person:_____)</i> 3. DOE Committee presents survey to faculty who vet it. Survey is revised in conjunction with Research Committee until approved by faculty.

**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**

<p>will create a plan and schedule for meeting with each of the organizations. The length and time would be established by contacting the middle school organization's advisor (through the school's principal). <i>(Responsible Person: _____)</i></p> <p>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. <i>(Responsible Person: _____)</i></p> <p>4. Faculty members will complete their assigned presentation dates for 2011-2012. <i>Person: _____)</i></p>	<p>Call Me M.I.S.T.E.R. advisors to discuss how to gain information from teachers about what education topics will engage children <i>(Responsible Person: _____)</i></p> <p>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). <i>(Responsible Person: _____)</i></p> <p>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). <i>(Responsible Person: _____)</i></p> <p>5. DOE Recruitment Committee will coordinate space, supplies, advertisement, and announcements at schools.</p>	<p>4. Survey administered online (e.g. SureyMokey.com) with special sessions set up in coordination with school principals so that students can complete survey at their school's cpu labs if necessary. <i>(Responsible Person: _____)</i></p> <p>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. <i>Responsible Person: _____)</i></p>
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South Carolina Department of Education

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	<p>(Early Fall) (<i>Responsible Person: _____</i>)</p> <p>6. PD will be conducted with survey data collected. (October 2012 Tentative) (<i>Responsible Person: _____</i>)</p> <p>7. DOE Recruitment Committee will analyze results of data to plan for a more effective PD day the next year. (Mid Fall) (<i>Responsible Person: _____</i>)</p>	
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<p>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.</p>		
<p>Action Step 1: <u>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.</u></p> <p>COST ANALYSIS: (\$500.00) for refreshments, equipment.</p> <ol style="list-style-type: none"> 1. Get the list of Undecided Majors to be used to dictate how to execute the reception efficiently. <i>(Responsible Person: _____)</i> 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. <i>(Responsible Person: _____)</i> 3. At the event hand out TE 	<p>Action Step 2: <u>Creating a resource room/educational library in CARE CENTER where students can explore the education field, resources, and career choices</u></p> <p>COST ANALYSIS: (\$1,000 depending on types of resources)</p> <ol style="list-style-type: none"> 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. <i>(Responsible Person: _____)</i> 2. DOE Recruitment Committee will receive ideas from faculty on possible resources that could aid undecided students in choosing education or at least 	<p>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</p> <p>COST ANALYSIS: None(?)</p> <ol style="list-style-type: 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). <i>(Responsible Person: _____)</i> 2. DOE Recruitment Committee creates a plan on how to upgrade website and presents to faculty. <i>(Responsible Person: _____)</i> 3. Committee works with SCSU webmaster to update system as requested. <i>(Responsible Person: _____)</i> 4. Website is upgraded and launched. <i>(Responsible Person: _____)</i>

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<p>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. <i>(Responsible Person:_____)</i></p> <p>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. <i>(Responsible Person:_____)</i></p>	<p>exploring the possibility. <i>(Responsible Person:_____)</i></p> <p>3. DOE Recruitment Committee presents ideas to CARE Center which helps to identify what the center can handle space-wise. <i>(Responsible Person:_____)</i></p> <p>4. DOE Recruitment Committee Presents final plan to faculty at last faculty meeting of semester. Faculty vets and approves plan with necessary changes. <i>(Responsible Person:_____)</i></p> <p>5. DOE Committee gives info to Chair to order materials. <i>(Responsible Person:_____)</i></p> <p>6. Resources are integrated into CARE Center. <i>(Responsible Person:_____)</i></p> <p>7. Resources are made available to students. <i>(Responsible person)</i></p>	
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Strategy 4: Expand the number of non-traditional enrollees by 25%.		
<p>Action Step 1: <u>SC-PRRMT makes contact with and visits school districts.</u></p> <p>COST ANALYSIS—At least \$1,500: Standard Rate For Mileage Traveling to school districts, copies of all marketing materials (\$500.00).</p> <ol style="list-style-type: none">1. Make Presentation2. Distribute marketing materials on the SC-PRRMT3. Distribute information from Admissions Office4. Distribute Financial aid information or Financial Aid Counselor will attend the visit to assist with Financial Aid information5. Process SC-PRRMT Personal Data Recruitment Forms	<p>Action Step 2: <u>Forward student's completed SC State Application and other required documents to Admissions Office for processing and evaluation.</u></p>	<p>Action Step 3: <u>Obtain Official Letter of Acceptance from Office of Admissions</u></p>

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<p>Action Step 4: <u>Obtain student's G.P.A., 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..</u></p>	<p>Action Step 5: <u>Forward letter of inquiry and financial aid disclosure form to the Financial Aid Office regarding the student's financial status.</u></p>	<p>Action Step 6: <u>Process student for enrollment and determine EIA Forgivable Loan Award.</u></p>
<p>Action Step 7: <u>Schedule of Classes Prepared by Program Manager and Program Recruiter.</u></p>		