



## College of Education – Procedure Manual

**Effective Date: 7/1/97**

**Policy Number: 03 - 11**

**Section: Committee Structure and Representation**

**Subject: Diversity Committee**

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Membership on the Diversity Committee should include faculty from a diverse range of ethnic/cultural, gender, sexual orientation, and professional backgrounds. The committee is comprised of one member from each COE department and the Center for Excellence. The committee will elect a chair and recorder at its first meeting, which will be called by the Dean. The Diversity Committee promotes an educational environment that respects and prizes a diverse community within the college.

Responsibilities:

1. Review and make recommendations with respect to the college's Diversity Plan.
2. Assist in the writing of the annual Minority Report.
3. Promote the recruitment and retention of diverse undergraduate and graduate students which include, but are not limited to, the following: race, ethnicity, religious belief, sexual orientation, sex/gender, disability, socioeconomic status, cultural orientation, national origin, and age.
4. Advise the Dean on recruitment and retention of a diverse faculty, staff, and student body.
5. Develop a Student Mentoring Program for diverse teacher education majors and encourage student involvement in established support mechanisms to include available on-campus support groups.
6. Gather diversity related information from other institutions of higher education in order to benefit the college.
7. Send committee member(s) to conferences/ seminars on the recruitment and retention of diverse students.
8. Assist/collaborate with the Arkansas State University Administrative Offices and other support services in publicizing information about diversity related events within the college and throughout the campus in the recruitment of diverse high school graduates into all COE programs.