

**Cal State East Bay  
Commission on Teacher Credentialing (CTC)  
Professional Education Unit**

**2017 Candidate Diversity Recruitment Plan**

**Unit Improvement Objective: The Unit will develop and implement a plan to increase the diversity of candidates who are recruited and admitted to the Unit's programs.**

**Timeline**

1. Activity: Define Unit Improvement Objective related to candidate diversity
  - a. When: Fall 2016 and Winter 2017 Quarters
  - b. Who: Accreditation CEAS Team (ACT), Program Faculty
  
2. Activity: Define Unit-level components of the *2017 Candidate Diversity Recruitment Plan*
  - a. When: Winter 2017 Quarter
  - b. Who: ACT, Unit Leadership
  
3. Activity: Define Program-Level components of the *2017 Candidate Diversity Recruitment Plan*
  - a. When: Winter 2017 and Spring 2017 Quarters
  - b. Who: ACT, Program Coordinators, Program Faculty
  
4. Activity: Implement *2017 Candidate Diversity Recruitment Plan*
  - a. When: Beginning Fall 2017 Quarter
  - b. Who: Unit Leadership, Program Coordinators, Program Faculty
  
5. Activity: Measure effectiveness of the *2017 Candidate Diversity Recruitment Plan*
  - a. When: Baseline data from 2017 entry cohorts; data on 2018 and 2019 entry cohorts (will vary by Program)
  - b. Who: Unit staff, Unit Leadership, ACT

**Unit Level**

1. CEAS Website, Department/Program Websites

Display prominent statements stating we encourage applicants from under represented categories (e.g., disability, ethnicity) to apply to our programs. Provide information on "next steps."

2. Financial Support for Diverse Applicants

Work with University Advancement to provide financial support to applicants who are having difficulty paying the costs of application.

### 3. Support for Program Level Components

Unit Leadership and Staff will support Program Coordinators and Program Faculty in the implementation of the Program Level components of this Plan.

### 4. Assessment of Progress

4.1 Determine necessary new data to be collected (may vary by program)

4.2 Gather data on incoming 2017, 2018, and 2019 cohorts

## **Program Level**

Programs will implement at least three of the following components:

### 1. Admission Advisement Sessions – Diversity Component

Each Admission Advisement Session will include: (a) statements of our desire to increase the diversity of Program candidates and (b) resources for applicants who need assistance in the application process.

### 2. Case Management of Diverse Applicants

Implement a mentoring program for all diverse applicants to program. Program Coordinators will contact diverse applicants via phone and email. Program Coordinators will work with Credential Student Service Center staff to ensure all diverse applicants meet all admission requirements.

### 3. External Funding

Unit Leadership and Program Coordinators will consider options for external funding to support the recruitment and admission of diverse candidates.

### 4. Involvement of Diverse Program Completers

Program Completers from diverse populations will be involved in recruitment and admission activities, roles to vary by Program.

### 5. Outreach in Selected Communities

Program Coordinators and Faculty will make presentations at off campus locations that have diverse populations.

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