

**IN THE UNITED STATES DISTRICT COURT  
FOR THE NORTHERN DISTRICT OF ALABAMA  
SOUTHERN DIVISION**

<b>JOHN F. KNIGHT, JR., et al.,</b>	)	
	)	
<b>Plaintiffs/Plaintiff Intervenors,</b>	)	
	)	
<b>UNITED STATES OF AMERICA,</b>	)	
	)	
<b>Plaintiff,</b>	)	<b>CIVIL ACTION NO.</b>
	)	<b>CV-83-M-1676-S</b>
<b>v.</b>	)	
	)	
<b>THE STATE OF ALABAMA, et al.,</b>	)	
	)	
<b>Defendants.</b>	)	

**RESPONSE OF JACKSONVILLE STATE UNIVERSITY  
TO KNIGHT-SIMS PLAINTIFFS'  
INTERROGATORIES REGARDING COMPLIANCE  
WITH APRIL 3, 2002, ORDER**

Defendant Jacksonville State University responds to the Knight-Sims Plaintiffs' Interrogatories as follows:

**INTERROGATORIES**

Defendant incorporates the general objection set forth below as if fully set forth with regard to each specific response.

1. Do you believe that there is a critical mass of African Americans on your faculty?

a. If yes, what evidence do you rely on to reach this conclusion?

b. If no, how long do you believe it will take, if ever, to achieve such a critical mass of African Americans on your faculty, and how will you know you have achieved it?

c. Has your answer to this interrogatory been reviewed by your campus' advisory committee?

i. If yes, please provide all written responses from the committee and from members of the committee.

ii. If no, please explain why your advisory committee has not been consulted.

**RESPONSE:** Defendant objects to the definition of "critical mass" and the implication that such a concept applies to this *de jure* segregation case. First, neither the Supreme Court nor this Court has defined "critical mass." Second, neither the Supreme Court nor this Court has held that the concept of "critical mass" is a measure of the elimination of the vestiges of *de jure* segregation. Unlike the University of Michigan Law School, whose voluntary student admissions policy was generally described in *Grutter v. Bollinger*, 123 S. Ct. at 2325, 2333 (2003), Defendant has not attempted to define the concept of "critical mass," nor has Defendant attempted to apply that concept to faculty and administrative employment in the context of this *de jure* segregation case.

Because this interrogatory required a response of a legal nature, the Defendant did not seek a response from its advisory committee.

2. Do you believe that there is a critical mass of African Americans in high ranking administrative positions on your campus?

a. If yes, what evidence do you rely on to reach this conclusion?

b. If no, how long do you believe it will take, if ever, to achieve such a critical mass of African Americans in high ranking administrative positions, and how will you know you have achieved it?

c. Has your answer to this interrogatory been reviewed by your campus' advisory committee?

i. If yes, please provide all written responses from the committee and from members of the committee.

ii. If no, please explain why your advisory committee has not been consulted.

**RESPONSE:** See response to interrogatory 1.

3. Please provide the name, race, address, phone number and job position of each person appointed to your campus' advisory committee, giving the date each person was appointed.

**RESPONSE:** See attached.

4. Please provide the dates of all meetings of the advisory committee, the names of the persons who attended, and copies of all minutes, reports and recommendations produced by the advisory committee, including any dissenting or minority reports.

**RESPONSE:** See attached.

5. Please provide the names of all persons nominated by your campus' black faculty organization and/or the Knight plaintiffs to serve on the advisory committee.

**RESPONSE:** Defendant will make due inquiry into this request and attempt to supplement this response.

6. Please provide the names, positions and tenure status of all black faculty members and high ranking administrators at your campus.

**RESPONSE:** Defendant will make due inquiry into this request and attempt to supplement this response.

7. Please provide the name, position, current address and phone number of each black faculty member or administrator who left your institution during the past year.

**RESPONSE:** Defendant will make due inquiry into this request and attempt to supplement this response.

8. Please identify all tenure track and non-tenure track academic and high ranking administrative vacancies at your institution during the 2002-03 school year, and for each vacancy provide:

a. the name and race of each person hired or transferred to fill the vacancy;

b. the name, address and phone number of all African Americans considered for the vacancy;

c. the name, address and phone number of all African Americans submitted by the advisory committee and/or by the black faculty organization as candidates for the vacancy.

**RESPONSE:** Defendant will make due inquiry into this request and attempt to supplement this response.

9. Please provide the name and race of each faculty member granted tenure during the year.

**RESPONSE:** Defendant will make due inquiry into this request and attempt to supplement this response.

10. Please provide the name and race of each faculty member denied tenure during the year.

**RESPONSE:** Defendant will make due inquiry into this request and attempt to supplement this response.

11. Please provide copies of all advisory committee recommendations accepted and all recommendations rejected by the President.

**RESPONSE:** Defendant will make due inquiry into this request and attempt to supplement this response.

12. Please identify all SREB black scholars enrolled during the year.

**RESPONSE:** Defendant will make due inquiry into this request and attempt to supplement this response.

13. Please identify all SREB graduates considered for a faculty or administrative position during the year, and the results.

**RESPONSE:** Defendant will make due inquiry into this request and attempt to supplement this response.

14. Please provide copies of all written requests by administrators and faculty members for use of the funds made available to your institution by the Court's order of April 3, 2002, submitted to the President and other official(s) authorized to approve same, and for each such request provide:

a. any written evidence that the request was reviewed by the advisory committee and any recommendation by the advisory committee concerning the request, and

b. all documents reflecting disposition of the request for the decision maker(s).

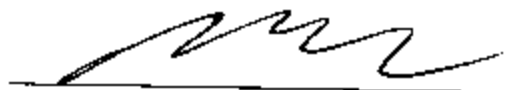
**RESPONSE:** Defendant will make due inquiry into this request and attempt to supplement this response.

### GENERAL OBJECTION

All documents or information provided herewith are produced for use in this litigation and for no other purpose.

### VERIFICATION

I, R. M. Woodrow, General Counsel for Jacksonville State University, have read the above responses to Interrogatories with respect to Jacksonville State University, and state that the facts contained in such answers, some of which were furnished by others, are true to the best of my knowledge, information and belief.

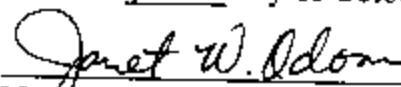
  
\_\_\_\_\_  
R. M. Woodrow

STATE OF ALABAMA )

CALHOUN COUNTY )

Before me the undersigned, a Notary Public, in and for said County and State, personally appeared R. M. Woodrow, who under oath, swore that the matters contained in the foregoing are true and correct.

SWORN TO AND SUBSCRIBED before me this 15<sup>th</sup> day of October, 2003.

  
\_\_\_\_\_  
Notary Public  
My commission expires 8/4/07



## CERTIFICATE OF SERVICE

I hereby certify that I have on this the 15<sup>th</sup> day of October, 2003, served a copy of the foregoing upon counsel of record below, by placing same in the United States Mail, properly addressed with first class postage prepaid:

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R. M. WOODROW  
Attorney for Jacksonville State University



<b>Name</b>	<b>Race</b>	<b>Title</b>
Dr. Rebecca Turner	White	Vice President Academic and Student Affairs
Dr. Alice Cusimano	White	Assoc. Vice President for Student Affairs
Mr. David Zeigler	Black	Director of Multicultural Services
Ms. Valerie Rimpsey Hamilton	Black	Instructor, English Department
Mr. James Powe	Black	Instructor, Social Work Department
Dr. LaJoyce Debro	Black	Professor, Biology Department
Dr. Kingsley Harbor	Black	Department Head Communication
Dr. Isreal Lee Eady	Black	Asst. Professor, Educational Resources
Ms. Linda Shelton	Black	Counselor, Counseling and Career Services
Mr. Patrick McGee	Black	Asst. Coach, Athletic Department
Mr. Randy Woodrow	White	University Attorney
Dr. Joe Delap	White	Assoc. Vice President Academic Affairs
Ms. Karen Davis	White	Acting Director, Human Resources
Ms. Deborah Curry	White	Instructor, College of Nursing
Dr. John Jones	White	President Faculty Senate

JACKSONVILLE STATE UNIVERSITY  
700 NORTH PELHAM ROAD  
JACKSONVILLE, AL 36265

Retention and Recruitment of Black Faculty And Staff  
Committee  
Wednesday, January 29, 2003  
Minutes

The Committee met and held its regular meeting in the Gold Room at 2:05 p.m.

**PRESENT**

Dr. Rebecca Turner, Chair

Dr. Kingsley Harbor

Dr. Isreal L. Eady

Dr. John Jones

Mr. Randy Woodrow

Mr. David L. Zeigler

Mr. James Powe

Ms. Karen Davis

Ms. Linda Shelton

Dr. Lajoyce Debro

Ms. Valerie Rimpsey

**ABSENT/EXCUSED**

Dr. Alice Cusimano

Mr. Patrick McGee

Mrs. Deborah Curry

Dr. Joe Delap

The Committee was called to order by Dr. Turner, and the committee approved the minutes from the December 12, 2002 committee meeting. The committee reviewed and approved the agenda.

Dr. Harbor reported that the brochure is almost ready. The sub-committee is still awaiting a testimony. The draft brochure will be presented to the committee at the next meeting. Dr. Turner reported that Mrs. Curry had provided her with an interim report on the mentoring project that she was compiling for her doctoral research. The report is fifty percent completed and the review of the literature has been interesting and enlightening. The mentoring program will be a critical component of the retention and recruitment of African Americans at JSU. Dr. Turner further added that the mentoring program will work well with the Faculty Senate mentoring program.

It was reported by Dr. Turner that Dr. Delap is working on a summary report of the five-year faculty/staff needs. The report will be forwarded to department heads and deans, and he will provide a draft to members of the committee. Dr. Turner then explained the hiring procedures to the committee, and she emphasized that the composition and training of the search committee is important. Dr. Jones noted that limited funds hampers the search committee's ability to bring nationally sought candidates to the University.

Attendance at the 2003 NCORE was discussed. At this point, only Mr. Zeigler has requested

attendance at the May 27-31, 2003 NCORE Conference. Dr. Turner also suggested that Mrs. Curry's project be presented at the Multicultural Affairs Conference in Jacksonville, Florida in October.

Mr. Zeigler provided an overview on the activities for Black History Month. Dr. Turner then provided the committee with the new Minority/Women Doctorate Directory. The document will be maintained in Human Resources for use by department heads and deans. Ms. Shelton informed the committee of the upcoming NASPA Conference. She will provide the committee with the specific dates at the next meeting. Ms. Shelton will also be investigating the HBCU Career conference and report the dates to the committee. Dr. Turner shared with the committee that the University had received \$78,043.00 of the funds for the Retention and Recruitment of African American Faculty/Staff budget for 2003.

Dr. Turner briefed the committee on the development of the Child Development Center at Fort McClellan. After an additional update on the brochure by Ms. Rimpsey, Dr. Turner suggested that the Child Development Center be highlighted in the brochure.

**ADJOURNMENT**- The meeting adjourned at 1435 hours. The next meeting is tentative scheduled for February 19, 2003.

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Dr. Rebecca Turner, Chair

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Mr. David L. Zeigler, Recorder

JACKSONVILLE STATE UNIVERSITY  
700 NORTH PELHAM ROAD  
JACKSONVILLE, AL 36265

Retention and Recruitment of Black Faculty And Staff Committee  
Wednesday, December 11, 2002  
Minutes

The Committee met and held its regular meeting in the Gold Room at 2:05 p.m.

**PRESENT**

Dr. Rebecca Turner, Chair  
Dr. Alice Cusimano  
Dr. Kingsley Harbor  
Dr. Isreal L. Eady  
Dr. John Jones  
Mr. Randy Woodrow  
Mr. David L. Zeigler  
Mr. James Powe  
Ms. Karen Davis  
Ms. Linda Shelton  
Mr. Patrick McGee  
Dr. Lajoyce Debro  
Ms. Valerie Rimpsey

**ABSENT/EXCUSED**

Notie

Dr. Turner called the committee meeting to order, and the minutes from the November 20, 2002 meeting was approved with one correction. Afterwards, the committee reviewed and approved the proposed agenda.

Dr. Turner suggested committee members submit their spring semester schedule to Mrs. Walker to assist in the scheduling of future meetings. Dr. Turner then highlighted the proposed new positions for faculty from the spreadsheet submitted by Mrs. Davis. She expressed concerns about the budget to support the increased faculty demands listed. Dr. Turner recommended that a subcommittee be appointed to brief department heads about the mandate to increase the minority faculty. Dr. Debro then suggested that the President's commitment to diversity be extended to the University community, especially his proposal of the faculty and staff mirroring the African American student population. African American students currently represent 22 percent of the student population whereas African American faculty/staff represents less than six percent.

Dr. Harbor and Ms. Rimpsey reported on the progress of the project being worked by their subcommittee. Ms. Rimpsey shared a written report with the group and requested feedback from each member. Everyone commended the subcommittee's work and urged them to continue. Mrs. Curry then shared numerous pictures that will be incorporated in the brochure. Dr. Cusimano recommended that the diversity except from University's Mission Statement be included in the brochure. Dr. Turner recommended that the Publication Committee review the final draft of the brochure before it is published.

Mr. Woodrow then reported that the funding for the consent decree is in the University's budget and also stated he would coordinate with Mrs. Allyson Barker to determine what account it has been posted into. Mrs. Curry reported that she has completed a review of the literature and will submit a report at the next meeting.

Dr. Turner shared an announcement with the committee about the next NCORE conference scheduled for May 27-31, 2003. She suggested that Mrs. Curry consider presenting at the conference and two members of the committee should also attend.

Mr. Woodrow reported that he had reviewed the statement "Minority applicants are highly encouraged to apply" to be included in many ads, and stated that it was OK for the university to use this statement.

Dr. Turner appointed an ad hoc committee to begin formulating a draft of the committee actions to this point. The committee will consist of Mrs. Davis, Mr. Zeigler, Mr. Woodrow and Dr. Turner.

ADJOURNMENT- The meeting adjourned at 1310 hours. The next meeting will be determined at a later time

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Dr. Rebecca Turner, Chair

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Mr. David L. Zeigler, Recorder

JACKSONVILLE STATE UNIVERSITY  
700 NORTH PELHAM ROAD  
JACKSONVILLE, AL 36265

Retention and Recruitment of Black Faculty And Staff  
Committee  
Wednesday, November 20, 2002  
Minutes

The Committee held its regular meeting in the Gold Room at 2:05 p.m.

**PRESENT**

Dr. Rebecca Turner, Chair  
Dr. Alice Cusimano  
Dr. Kingsley Harbor  
Dr. Isreal L. Eady  
Mr. David L. Zeigler  
Mr. James Powe  
Ms. Karen Davis  
Mr. Patrick McGee  
Dr. Lajoyce Debro  
Ms. Valerie Rimpsey

**ABSENT/EXCUSED**

Ms. Linda Shelton  
Dr. John Jones  
Mr. Randy Woodrow

Dr. Turner called the meeting to order and the committee approved the minutes from October 21, 2002 after one correction. The committee then reviewed and approved the agenda.

Dr. Turner introduced Mrs. Deborah Curry, College of Nursing, to the committee. Mrs. Curry is a doctoral candidate who will serve as the resource specialist for the committee.

Dr. Turner then asked each committee member to share three ideas they believe should be incorporated into the committee's plan. Dr. Eady then recommended the University establish a program of visiting other institutions that offer doctoral programs, to recruit potential faculty members. He also suggested that the candidates be interviewed on-site at the institution. Afterwards, Dr. Cusimano suggested we use Mrs. Davis' report to target areas where there will be a need for faculty. She further recommended that the committee endorse the "Faculty Exchange Program" with Talladega College and possibly explore other institutions in the vicinity.

Next Dr. Debro strongly suggested to Dr. Turner that the University make a commitment to hire African Americans from the pool when there is a vacancy. She also stated, "In some cases we may have to go against the 'best qualified' candidate to hire potential black faculty members." Dr. Harbor then suggested that department heads be briefed on the committee's concept so that they understand the University's commitment to increase African American faculty. He further suggested that we tell candidates about the good stories of the University, i.e. compensation plan for teaching during the summer, the community, and dispel myths about teaching at a

predominantly white institution. One suggestion mentioned to implement this recommendation was to send letters to former colleagues at historically black institutions. In addition, prepare a brochure geared to recruiting African Americans faculty/staff that reveal the golden opportunities available to them at this University. Ms. Rimpsey then suggested that the brochure include employment opportunities for spouses and she also recommended the services of the Placement Office be expanded to include spouses. Lastly, Mrs. Curry stated that the brochure should also include the Child Development Center at Fort McClellan as well as other quality of life programs.

Then, Mr. Zeigler strongly recommended that the committee endorse the "Grow Your Own" Program at Jacksonville State University. This program would identify African American students who work in critical disciplines or have expressed an interest in ultimately teaching in higher education. The program would also provide financial support through the SREB program and nurture (mentored by existing JSU Tenured African American Faculty) the students through their education. In addition, a teaching internship at JSU, supported by a stipend for one to two years utilizing the funds from the committee. Once the student and faculty reach a commitment, the program could possibly offer the student a \$5000 contractual obligation. With more than 22% of the entering undergraduate and graduate class at JSU now African American, there is a large pool of students who could be identified for career paths in higher education.

These career paths should not be limited to faculty positions. Discussion and coordination with the University Placement Center to explore the possibilities of expanding the internship/cooperative education program so that students who need to work while pursuing their undergraduate degrees could be placed with JSU in appropriate area. An example of such a program would be to identify students who are majoring in fields with the School of Business and Commerce who might be candidates for positions in our business and administration area. These students could be employed with JSU while pursuing their undergraduate degrees with a mentor assigned to each student. Relevant internships and mentoring programs in other student affairs disciplines could also be established to encourage students to explore careers in specific non-academic areas.

Next, expand the efforts of recruiting minority doctoral candidates by purchasing the following directories:

- a. Minority and Women Doctoral Directory. Phone (707) 829-0769
- b. SREB Doctoral Directory. Email [doctoral.scholars@sreb.org](mailto:doctoral.scholars@sreb.org) to request log in information and purchasing instructions.

Further, establish a Recruiter/Affirmative Action Officer position for the University to recruit African American faculty at JSU. Lastly, it was recommended that all JSU African American faculty be actively involved in the recruitment of other African American faculty. We must also be actively involved in the mentoring of these individuals.

The committee then began a discussion on targeted advertisement for African American faculty. It was suggested that we include in ads the phrase "Minority applicants are highly encouraged to apply". Dr. Turner will discuss the legal implications of this statement with Mr. Woodrow.

Dr. Cusimano assumed chairing the committee. She appointed a sub-committee to develop a brochure to be used as a recruitment tool to recruit African American faculty/staff. The committee will consist of Mrs. Curry, Dr. Harbor, Ms. Hamilton, Dr. Eady and Mr. McGee. She suggested that the brochure direct candidates to the JSU website. The sub-committee will meet on November 26, 2002 at 1300 hours in Dr. Harbor's conference room in Seif Hall. Dr. Harbor will chair the sub-committee and bring a draft copy of the brochure to the next meeting. The next committee meeting is tentatively scheduled for December 11 or 12.

**ADJOURNMENT**- The meeting adjourned at 3:15 p.m. The next meeting is scheduled for December 11 or 12, 2002 at 2:00 p.m.

Dr. Rebecca Turner, Chair

Mr. David L. Zeigler, Recorder

JACKSONVILLE STATE UNIVERSITY  
700 NORTH PELHAM ROAD  
JACKSONVILLE, AL 36265

Retention and Recruitment of Black Faculty And Staff Committee  
Thursday, October 31, 2002  
Minutes

PRESENT

Dr. Rebecca Turner, Chair  
Dr. Alice Cusimano  
Mr. Randy Woodrow  
Dr. Isreal L. Eady  
Mr. David L. Zeigler  
Mr. James Powe  
Ms. Linda Shelton  
Ms. Karen Davis

ABSENT/EXCUSED

Dr. LaJoyce Debro  
Mr. Patrick McGee  
Dr. Kingsley Harbor  
Dr. John Jones  
Ms. Valerie Rimpsey-Hamilton

Dr. Turner called the meeting to order at 1:05 in the Gold Room. The committee then approved the minutes from the September 26, 2002 meeting and approved the current agenda.

Mr. Woodrow distributed excerpts from a "Grow Your Own" program his firm had composed after the consent decree was initiated.

Mrs. Davis provided a spreadsheet on the future faculty requirements for Fall 2003- 2007. Several committee members were concerned with the price tag needed to implement the faculty increase.

Mr. Powe reported that he attended a Social Work Diversity Conference in Charlotte, NC. He also informed the committee that future conferences would be idea for recruiting doctoral candidate for the Social Work Program. Afterwards, Mr. Zeigler informed the committee that the University was not invited to the SRED Conference in Richmond, Virginia and suggested we immediately request a slot for the next conference.

Dr. Eady asked Dr. Turner if 'accredited' on-line doctoral programs are acceptable because he was concerned about the Nova Program in Florida. Dr. Turner replied, "Each program will be evaluated on a case-by-case basis".

Mr. Woodrow informed the committee that funding from the State has not been received.

Dr. Turner informed the committee that she would contact Dr. Bacon at Talladega College on the "Faculty Exchange Program". She also suggested that each committee member bring a least three (3) good ideas to next meeting.

**ADJOURNMENT-** The meeting adjourned at 1:35 p.m. The next meeting is scheduled for November 21, 2002 at 2:00 p.m.

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Dr. Rebecca Turner, Chair

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Mr. David L. Zeigler, Recorder

JACKSONVILLE STATE UNIVERSITY  
700 NORTH PELHAM ROAD  
JACKSONVILLE, AL 36265

Retention and Recruitment of Black Faculty And Staff Committee  
Minutes for Thursday, September 26, 2002

The Committee met and held its regular meeting in the Gold Room at 1:00 p.m.

**PRESENT**

Dr. Rebecca Turner, Chair  
Dr. Alice Cusimano  
Mr. Randy Woodrow  
Dr. Isreal L. Eady  
Dr. John Jones  
Mr. David L. Zeigler  
Mr. James Powe  
Ms. Linda Shelton  
Ms. Karen Davis  
Ms. Valerie Rimpsey-Hamilton

**ABSENT/EXCUSED**

Dr. LaJoyce Debro  
Mr. Patrick McGee  
Dr. Kingsley Harbor

Dr. Turner called the committee to order, and distributed the minutes from the August 21, 2002 meeting. After that the committee reviewed the agenda and approved the minutes.

Mr. Woodrow received telephonic approval from the court monitor to discontinue advisement of staff and faculty positions in the Affirmative Action Register. Mr. Woodrow will be writing a letter to this effect. Dr. Turner informed the committee that the University would be taking a subscription of the Black Issues in Higher Education. Afterwards, she shared an email from Mr. Ryan Parker, 1999 graduate of JSU, listing his accomplishments and college leadership experiences.

Next, Mr. Zeigler asked the committee to consider a stipend for JSU students seeking doctorate degrees in the "Grow Your Own Program". After discussion, Dr. Turner requested that we acquire models from other institutions for additional consideration. Mr. Woodrow informed the committee that he had an old plan in his file and agreed to bring it to the next meeting. This plan includes a contract for the "Grow Your Own Program".

Action: Mr. Zeigler will be contacting representatives of the Alabama Black Faculty Association to get copies of their programs. The next ABFA meeting will be on October 27, 2002 at the University of Alabama at 1:30 p.m.

Dr. Cusimano raised the issue of creating positions under the "Grow Your Own Program" when there are no current vacancies. She suggested we target departments/colleges where there is no minority faculty representation. Ms. Shelton also informed the committee that there has been a sharp increase in the request for correspondence courses since the College of Commerce and Business Administration offers limited courses to our students in business majors.

In order to determine the future faculty needs of the University, Mr. Woodrow suggested that Mrs. Karen Davis send a letter to each college requesting their teaching needs in the next one to five years. The University can then determine the number of positions that will be open in this time span.

Action: Mrs. Davis will be forwarding a letter to colleges requesting that they provide their needs for future faculty.

Ms. Hamilton suggested that the University provide more support to adjunct faculty. Dr. Turner informed the committee that Dr. Delap is working on an adjunct manual that should address this concern.

Dr. Turner then asked the committee to share what conferences they plan to attend in the upcoming future. Mr. Powe stated that he is scheduled to attend a diversity conference in the later part of October. In addition, the SREB Conference will be held in Richmond, Virginia. Since this is a by-invitation only conference, Dr. Turner asked for a volunteer to go with Mr. Zeigler if the request is approved by SREB. Mr. Woodrow then requested that members attending conferences provide the committee a summary of the event along with a copy of the program.

Lastly, Dr. Turner asked Mr. Zeigler to set up a meeting with Dr. Bacon about the Faculty Exchange Program.

ADJOURNMENT- The meeting adjourned at 1:55 p.m. The next meeting is scheduled for October 31, 2002 at 1:30 p.m.

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Dr. Rebecca Turner, Chair

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Mr. David L. Zeigler, Recorder

JACKSONVILLE STATE UNIVERSITY  
700 NORTH PELHAM ROAD  
JACKSONVILLE, AL 36265

Retention and Recruitment of Black Faculty and Staff Committee Minutes  
Wednesday, August 21, 2002

**PRESENT**

Dr. Rebecca Turner, Chair  
Dr. Alice Cusimano  
Dr. Kingsley Harbor  
Dr. Isreal L. Eady  
Dr. John Jones  
Mr. David L. Zeigler  
Mr. James Powe  
Ms. Linda Shelton  
Ms. Karen Davis  
Ms. Valerie Rimpsey-Hamilton  
Mr. Patrick McGee  
Mr. Randy Woodrow

**ABSENT/EXCUSED**

Dr. LaJoyce DeBro

Dr. Turner called the committee meeting, which commenced in the Gold Room, to order at 2:30 pm. Afterwards, she distributed the minutes from the July 17, 2002 meeting along with the following articles:

- ★ Recruiting and Retaining a Diverse Faculty
- ★ Retaining African Americans in Higher Education: Challenging Paradigms for Retaining Students, Faculty and Administrators
- ★ Mr. Woodrow's report from Auburn on its "Other Race Faculty and Administration Recruitment .

After that Dr. Turner opened the floor to receive input from other committee members. At which time Dr. Eady suggested we talk to minority colleagues in other states who are nearing retirement to find out if they would consider teaching at JSU.

Next, Mr. Zeigler shared a letter with the committee that was mailed to African American seniors and graduate students majoring in traditional disciplines in which African American instructors are currently under represented. He also suggested that the committee attend annual SREB and other regional meetings of doctoral students to recruit potential faculty members. In addition, Mr. Zeigler recommended that the University consider purchasing a SREB Directory of minority doctoral students. This directory is a database that will be updated annually by the SREB organization at a cost of \$500 to \$1000. As a final point Mr. Zeigler suggested that the committee develop a faculty exchange program with Talladega College. This program would allow the African American faculty from Talladega College to possibly teach at JSU for a year or work as an adjunct instructor to fill the critical teaching needs of the University.

**ACTION:** Mr. Zeigler was directed to obtain the dates of the next SREB Conference.

**RESULT:** The next conference is scheduled for October 24-27, 2002 in Alexandria, Virginia. This is a by-invitation only conference for recruiters. JSU's name was added to the standing list to receive an invitation.

**ACTION:** Mr. Zeigler was also requested to contact Dr. Engly Abraham at SREB for the cost of the doctoral student directory and its availability.

Following that discussion Ms. Shelton suggested that each department of the University begin identifying and mentoring minority student workers as potential candidates for the "Grow Your Own Program". She also recommended that the University's Department Heads/Directors look at co-op positions for minority students to prepare them for the teaching opportunities at colleges and universities.

Subsequently, Dr. Harbor wanted to extend the same courtesy to promising minority students at other universities and colleges as well. Dr. Harbor went on to suggest that committee members coordinate with department heads on potential vacancies. Afterwards Dr. Turner asked Ms. Davis to share the scope of Retention and Recruitment of African American Faculty/Staff Committee with the search committee. Dr. Turner then affirmed that targeting minorities is key to creating a diverse academic community. She then shared Dr. Fielding's recommendation to hire retiring public school teachers and to plan and develop internship positions. These positions would create a faculty administration position that would free up existing faculty members.

Next, Dr. Jones shared the recommendations on Faculty Attraction and Retention reported by the ad hoc committee. The committee then discussed faculty office hours and health coverage. However, no suggestions were made.

**ACTION:** Dr. Turner directed the committee to look at each recommendation and determine which ones are applicable.

Dr. Cusimano then brought the University's procedures of advertising open positions to the committee's attention. Currently the Affirmative Action Register is not cost effective and is not meeting our needs of recruiting minority candidates. Dr. Cusimano recommended that a budget manager be designated for disposition of the available funds.

**ACTION:** Mr. Woodrow was asked to coordinate with the court monitor to drop the AA report as one of the advertising sources. It was also suggested that he and the court monitor determine if funds designated for this program could be used to pay for advertising.

After that Mr. McGee recommended that we look at hiring a staff member to implement the plans of the committee. This person would serve as a liaison with incoming minority faculty and staff personnel to assist with their needs and transition.

Ms. Hamilton then requested that a survey of the exit interviews of departing minority faculty and staff be taken to discover the reasons they left the University.

In conclusion, Dr. Turner instructed the committee to concentrate on recruitment strategies with the purpose of discussing them in the next meeting. She also wanted the committee to focus on shaping the plan for implementation. Finally, as a result of classes starting on August 29, 2002, Dr. Turner asked each committee member to submit their schedules to Mrs. Walker to determine the best time for the next meeting.

**ACTION:** Dr. Turner directed each committee member to submit class schedule to Mrs. Walker via email (swalker@jsuoc.jsu.edu) to determine the best time for the September meeting.

ADJOURNMENT - The meeting adjourned at 1545 hours.

\_\_\_\_\_  
Dr. Rebecca Turner, Chair

\_\_\_\_\_  
Mr. David L. Zeigler, Recorder

The Brochure Subcommittee of the Committee on Recruitment and Retention of  
African-American Faculty and Staff  
Jacksonville State University

Tentative Content of Brochure

Since inception, the subcommittee has met twice, and came up with the following concerning the brochure.

- I. Introduction
  - A. Who we are
  - B. Intended audience
  - C. Purpose of communication to audience
  
- II. Strengths of JSU (*a brainstorming session by the subcommittee yielded the following. But we want to receive more input from the general committee.*)
  - A. Faculty summer compensation (salary)
  - B. JSU closes everyday at 4:30 pm rather than at 5:00 pm (staff will like this)
  - C. New Daycare
  - D. Low taxes
  - E. Excellent summer camp
  - F. Good faculty mentoring program (still in the making—Mrs. Debbie Curry)
  - G. Children's theater
  - H. Alabama Shakespeare Festival - *now in Mt. St. J.*
  - I. Mountain hiking
  - J. Robert Trent Jones, . . .
  - K. Retirement benefits
  - L. Health insurance
  - M. The SFCB program for doctorate studies
  - N. AFORE
  
- III. Testimonials (*an attempt to counteract the perception that black faculty don't get promoted and/terured or that black staff can't reach the administrative level*)
  - A. African-American faculty members' testimonies & photos
  - B. African-American administrators' testimonies & photos
  
- IV. Invitation to apply to JSU
  - A. A contact person \*
  - B. A stamped (metered) self-addressed card for their responses (this should be the last page of the brochure)
  
- V. Suggested title of brochure

JSU IS RIGHT FOR YOU

REACHING OUT TO AFRICAN-AMERICANS

The Brochure Committee of the Committee on Recruitment & Retention of  
African American Faculty and Staff

Structure of Brochure:

- I. Front Flap/Flap #1
- II. Introduction (flap #2) – This flap will consist of a welcoming/invitational statement from our very own, Dr. Meehan. As suggested earlier, we can use Dr. Meehan's comments stated in JSU's recruitment brochure (with permission of course), or ask Dr. Meehan to provide comments addressing prospective African American employees specifically.
- III. Who We Are (Flap #3)– Jacksonville State University's humble beginning emerged in 1883 as a state teacher's college. Now, 120 years later, educating continues to be our primary role here at JSU; we are a teaching institution. Located in Jacksonville, Alabama (Calhoun County), Jacksonville State University's (JSU) main campus is snuggled inside the foothills of the beautiful breathtaking Appalachian Mountain range in Northeast Alabama. With approximately 10,000 permanent residents, Jacksonville provides small-town, carefree living. Because JSU is midway between Birmingham and Atlanta, it offers the ideal residence for individuals who prefer small-town living, yet occasionally desire the social arena in major metropolitan areas.
  - A. Intended Audience – In 2002, Jacksonville State University had the largest increase in enrollment of all universities in Alabama. With a total student population of approximately 8478, 21% are African American. However, only 6% of our faculty and staff combined are African American. In an attempt to better serve our African American students, we are seeking prospective African American faculty and staff members.
  - B. Purpose of Communication to Audience - Presently, we are in pursuit of African Americans interested in teaching or working in a professional capacity on a collegiate level. We encourage interested candidates to visit our campus, via Internet, and see what we have to offer. Better yet, come, and we'll provide a tour to be remembered!
- IV. Testimonials (Flap #s 3, 4, & 8) –
  - A. Dr. Kingsley O. Harbor  
Associate Professor and Head  
Department of Communication  
Jacksonville State University

Testimonial – The use of slogans, by organizations and institutions, as promotional tools is quite common; what is not as common is the truth

1/20/2002

- **Low property taxes:** Like all Alabama property owners, Jacksonville homeowners pay amongst the lowest property taxes in the nation.
- **Low crime rates:** Residents of Jacksonville, AL enjoy living in a town almost free of crime. According to statistics, Jacksonville, AL . . . (Needs more information here)
- **Excellent summer camp programs** (Needs more information here)
- **Faculty mentoring program** (Ms. Curry will provide details for this program)
- **Retirement benefits:** Regular, full-time employees of JSU are required to participate in the State Retirement Program, in which contributions are tax-deferred. Each pay period, five percent of an employee's salary will be sent to the Teachers' Retirement System of Alabama. Members become vested after ten years of service, and are eligible to retire after 25 years of service – regardless of age – or at age 60 with a minimum of ten years service. Also, JSU offers an additional retirement annuity plan with Teachers Insurance and Annuity Association (TIAA), consisting of the Basic or Matching Plan and the Supplemental, Non-matching Plan. Participating members will be eligible to make contributions in the amount of 3% to 5% of their salary; Contributions will be equally matched by JSU. In addition, contributions are tax-deferred and non-cashable. The Supplemental Retirement Annuity (SRA) is a tax-deferred, cashable fund, not matched by JSU. Employees may participate upon employment or anytime thereafter.
- **Health Insurance:** JSU provides its employees and family members health insurance with the Public Education Employees Health Insurance Plan (PEEHIP). This plan includes the Preferred Medical Doctor Plan (PMD), which allows employees and family members to pay a \$20 co-pay for each visit plus a \$3 co-pay for individual lab tests when using doctors participating in the program.
- **African-American Faculty Organization for Responsive Education (AFORE):** AFORE is a professional organization for African-American faculty and staff members employed at JSU. Members meet monthly to discuss major events going on in each department. In addition, available members serve as mentors to students and African American Greek organizations on campus. AFORE advises the Vice President of Academic Affairs on matters pertaining to JSU's African American students thereby providing a better understanding of the Contributions of African Americans to the university.

## VI. Mail Back Information & Contact Information (flap #7)

Minutes

Meeting of the Committee for Retention and Recruitment of Black Faculty and Staff

July 17, 2002

1. Members who were present introduced themselves.
2. Dr. Mochan gave the committee its charge.
3. Mr. Woodrow explained the judge's order to JSU and the order's relationship to Knight vs. the State of AL.
4. Members shared thoughts about reasons for working at JSU. (What brought them here? What keeps them here?)
5. Members shared preliminary thinking about recruitment strategies... retention strategies.
6. Next meeting : August 21, 2002, 2:30 PM, Gold Room

*Russell D. Jones*

Committee on Recruitment and Retention of Black Faculty and Administrators

Initial Meeting

June 5, 2002

Gold Room, Bibb Graves

Minutes

1. Dr. Turner called the meeting to order and introductions of committee members were made.
2. President Meehan gave the committee its charge.
3. Summer schedules were reviewed for appropriate meeting times.
4. A second meeting was scheduled for July 17, 2002 at 2:30 p. m. in the Gold Room.

STATEWIDE MONITORING COMMITTEE  
TITLE VI REMEDIAL DECREE REPORT  
  
RECRUITMENT AND RETENTION  
OF BLACK FACULTY AND ADMINISTRATIVE STAFF  
ANNUAL FINANCIAL REPORT

INSTITUTION: Jacksonville State University

Amount received as of May 1 of Current Fiscal Year \$ 78,043

Method in which Funds were spent	Amount
Recruitment Efforts Black Faculty	<u>\$ 5,868.76</u>
Retention Efforts Black Faculty	<u>\$ 0</u>
Recruitment Efforts Black Administrative Staff	<u>\$ 1,268.55</u>
Retention Efforts Black Administrative Staff	<u>\$ 0</u>
<b>Total amount spent as of May 1 of Current Fiscal Year</b>	<b><u>\$ 7,137.31</u></b>

Were any black faculty members recruited and hired using these funds? NO If so, how many? \_\_\_\_\_

Were any black administrative staff members recruited and hired using these funds? NO If so, how many? \_\_\_\_\_

Please provide the total amount spent of the Court Ordered Recruitment and Retention funds as of May 1 of the Current Fiscal Year below:

General Recruitment Efforts-	Supplemental Salary amounts for New Black Faculty	Supplemental Salary amounts for New Black Administrative Staff	Supplemental Salary amounts for Existing Black Faculty	Supplemental Salary amounts for Existing Black Administrative Staff	Equipment for Black Faculty	Equipment for Black Administrative Staff	Funds for Research support for Black Faculty**	Funds to cover Departmental costs for Travel, Release Time, etc.***	Other**
\$6,268.55	0	0	0	0	0	0	0	\$ 868.76	

**DUE DATE MAY 1, 2003**

Notes:

- 1) This report is not to be filled in by Alabama A&M University or Alabama State University.
- 2) This report relates to the Court Order issued March 28, 2002.
- 3) For definitions of employee categories follow instructions for WEDS 2002 Fall Staff Survey.

Include a detailed report on how all the funds ordered in the March 28, 2002 Court Order were spent immediately after this form. **"Include a comprehensive and specific listing of how these funds were spent in the attached report.**

**RECRUITMENT AND RETENTION OF BLACK FACULTY AND  
ADMINISTRATIVE STAFF ANNUAL FINANCIAL REPORT DETAIL**

• Advertising in the Affirmative Action	\$5,769.55
• Subscription to the "Minority Fellowship Directory"	\$500.00
• Travel for one minority faculty to attend a recruitment conference	\$867.76
Total	\$7,137.31