

MEMORANDUM

To: Dr. Phil Randolph, Vice Chancellor for Human Resources
From: Dr. Jose Leyba, Executive Assistant
Re: Request for recruitment summary
Date: September 12, 2001

Attached you will find an introduction and summary of the recruitment activities that were conducted last semester under the direction of your office. In addition, I have provided the calendar of recruitment activities that have been planned for the 2001-2002 school year. These activities are subject to revision and your approval. Thank you.

2001-2002 RECRUITMENT ACTIVITIES

INTRODUCTION:

Monthly recruitment activities for the period from 2-1-01 to 8-30-01 were based upon recommendations made by the Faculty Recruitment Commission which addressed increasing the diversity of the applicants for faculty positions, the Chancellor's faculty diversity initiatives and the diversity goals of the Governing board. The actual recruitment trips were planned under the direction of the Vice Chancellor for Human Resources and the Chancellor. In addition, Maricopa constituent groups were consulted and participated in recruitment trips. The recruitment trips consisted of attendance at various Career Fairs, visits to Career Service Departments at Historically Black Colleges and Universities (HBCU's), Hispanic Serving Institutions (HSI's), attendance and booth sponsorship at key conferences that focus on diversity issues.

The activities scheduled for October 2001 to July 2002 are tentative and subject to Dr. Randolph's approval. In order to determine future needs the Faculty Recruitment Commission constituted a Sub-Team that is continuing the work of studying a Recruitment/Diversity Plan. In addition, individual meetings are being held with MCCD constituent groups to solicit input and participation. The activities developed in 2001 will continue for 2002 and data will be gathered in collaboration with Human Resources and the Affirmative Action Officer in order to evaluate recruitment efforts.

February/ Howard March 2001:

- Howard University (HBCU), Washington DC, Chancellor's reception
- Howard University (HBCU), Washington DC, Career Fair recruitment

April:

- American Association of Community Colleges Conference (AACC), Chicago IL, general recruitment
- New Mexico State University (HSI), Las Cruces NM, Career Fair recruitment
- New Mexico Highlands University (HSI), Las Vegas NM, Career Fair recruitment
- Southwest Texas State University (HSI), San Marcos TX, Career Services recruitment
- University of Texas at San Antonio (HSI), San Antonio TX, Career Services/Teacher Placement Center recruitment
- University of Texas, Pan American (HSI), Edinburg TX, Career Services recruitment
- Native American RETAIN Conference, OK, recruitment
- Asian Pacific Islander Conference, CA, recruitment

May:

- Atlanta University Career Center, Morris Brown College, Spelman College (HBCU's) Career Services recruitment
- Arizona Hispanic Administrators Association Conference, adjunct recruitment, Phoenix
- Arizona State University, Career Services recruitment
- University of Arizona, Career Services recruitment
- National Institute for Staff & Organizational Development Conference, TX, recruitment
- University of Texas at Austin TX, Career Services recruitment

July:

- National Hispanic Community College Council Leadership Symposium, recruitment presentation, TX
- National Association For Equal Opportunity In Higher Education Symposium, (HBCU), Presidents Peer Seminar, FL, recruitment

August:

- Arizona Black Career Exposition, AZ, general recruitment

September:

- Arizona State University, Career Fiesta
- University of Arizona, Career Fair
- Northern Arizona University, Career Services recruitment, Native American Programs articulation

October:

- HBCU recruitment and articulation trip to Alabama A&M, Alabama State and Mississippi Valley State
- Society For The Advancement Of Chicanos And Native Americans In Science And Math (SACNAS) Conference, AZ, recruitment
- Arizona Hispanic Administrators Association Conference, Tucson, adjunct recruitment

November:

- University of California at Irvine, Asian Pacific Islander Career Services recruitment
- Northeast Oklahoma State, Native American Career Services recruitment
- San Antonio Colleges And Universities Personnel Association Conference, Career Fair
- (Tentative: Maricopa Community Colleges Job Fair, Tempe, general recruitment)

December:

- Texas Association For Chicanos In Higher Education Conference, Dallas TX, recruitment

January 2002:

- Annual Greater Phoenix Urban League Job Fair, AZ general recruitment
- California State Faculty Career Fair

February:

- HBCU/National Association For Equal Educational Opportunity, Career Fair, Dallas TX
- Asian Pacific Islander Americans in Higher Education (APAHE) National Conference

March:

- HBCU/NAFEO Conference, Washington DC, (simultaneous Howard University Career Fair/recruitment)
- Hispanic Association of Colleges and Universities National Conference, Washington DC recruitment
- New York Multicultural Job Symposium, NY

April:

- New Mexico State University, Career Fair
- University of Texas at El Paso, Career Fair
- University of Texas at Pan American, Career Fair
- Dine College/Northern Arizona University Job Fair, Tsalie AZ