



4-9-1984

Data on The Office of Minority Student Affairs

Commission for Blacks

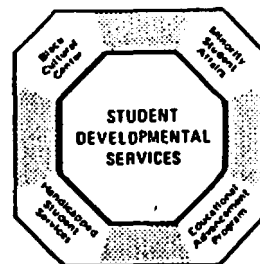
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TO: Mr. Marvin Peek, Chairman, Commission for Blacks
FROM: Jane S. Redmond, Director, Minority Student Affairs
DATE: April 9, 1984
RE: Data for Comprehensive Study

The Office of Minority Student Affairs is designed to enhance the quality of life for Minority Students at U.T.K. The office designs programs/activities that assist minority students to become better acquainted with the University as well as to overcome some of their adversities. The staff consists of one fulltime director, one fulltime secretary and two graduate assistants. Several student workers are hired to assist with program implementation.

My primary functions as Director of Minority Student Affairs are:

1. Direct the leadership development of students through informal instructions, role modeling, formal training workshops or seminars.
2. Identify programming trends and interests that meet student needs.
3. Establish and maintain liason with University departments as they relate to minority students and "sensitize" those units to the needs of the students.
4. Identify those students who are experiencing difficulties, advise, counsel and refer to appropriate sources.
5. To promote the Black Cultural Center as a facility and provide cultural programs and activities for U.T.K. as well as the Knoxville Community.

Attached you will find a comprehensive list of programs sponsored by the Office of Minority Student Affairs as well as the Black Cultural Center.

Our goals for the coming year include:

1. More programs/seminars that deal in the areas of career awareness, goal setting, advising, and job preparation.

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2. Programs or informal discussions that deal with the new academic policies and proposed changes in that area.
3. Increase the number of black students on the various boards, committees, etc.
4. Market utilization of the center's library, video tape room, academic support unit, etc.
5. Continue to explore ways to get the Knoxville community more involved with the center as well as the students. Co-program with Knoxville College, Beck Cultural Center, etc.