

The National Association of HBCU Title III Administrators, Inc.

Strategic Plan 2010-2012

PURPOSE

The National Association of HBCU Title III, Part B, Administrators is organized to be a nonprofit Association that represents the general concerns of Title III Directors and Administrators of Title III, Part B, HBCUs. The purpose of the Association is “to provide professional development, information, technical assistance, and serve as an advocate to help advance/strengthen HBCU & HBGI programs of American Higher Education in order to provide a quality education to all its students.” Furthermore, the purpose of the Association is to encourage and maintain a cohesive relationship with the U.S. Department of Education and the HBCUs and to serve as a forum for discussion of regulations and policies.

MISSION STATEMENT

To encourage and facilitate an open dialogue among Title III eligible schools as they work together to quantify the legislative intent of Title III Program legislation, thereby strengthening the resource development capacity of Historically Black Colleges and Universities in order to move them into the mainstream of American higher education.

VISION STATEMENT

“The National Association of Historically Black Colleges and Universities Title III Administrators, Incorporated (HBCUT3A) will produce effective and efficient Title III Administrators and leaders through professional development opportunities and collaborative and cohesive higher learning environments. The Association will also serve as an advocate by establishing partnerships and providing leadership training to strengthen performance among HBCUs.”

GOAL

To strengthen the resource development capacity of Historically Black Colleges and Universities by moving each into the academic mainstream of American higher education and, in so doing, provide a quality education to the students that matriculate therein.

THE STRATEGIC PLAN: Goals, Objectives and Strategies

STRATEGIC GOAL 1

Leaders for Implementing Goal 1: Jannette Adams and Lora Williams

PROFESSIONAL DEVELOPMENT - To develop and implement a Title III Leadership Professional Development Institute designed to build capacity (i.e. new directors and staff, veteran directors and significant university personnel; member training/professional development).

OBJECTIVE 1.1 To develop continuing education and certification courses offered through various delivery systems such as technical assistance workshops, online, telecommunication and webinars, etc. to build capacity and improve skill sets for Title III administrators, staff and members.

STRATEGIES:

- 1.1.1 Develop a professional development database of members by region, state and institution.
- 1.1.2 Identify partners that can provide continuing education credit courses at the annual workshop.
- 1.1.3 Develop a curriculum for the emerging Title III Leadership Professional Institute
- 1.1.4 Select a format for training and instructional delivery
- 1.1.5 Establish a certification process for completion of the institute
- 1.1.6 Select topics for training that include administration of the grant and organizational leadership
- 1.1.7 Establish a timetable for training.
- 1.1.8 Conduct an “open solicitation for member participation”

STRATEGIC GOAL 2

COMMUNICATIONS/INFORMATION TECHNOLOGY: To explore options, improve opportunities and accessibility to information through communication, technology and collaboration to assist members in achieving the mission and intent of the Higher Education Act (HEA) of 1965, in addition to providing general information for public inquiries.

Leaders for Implementing Goal 2: Ronald Range and Phyllis Kennedy

OBJECTIVE 2.1 To create a website that provides static and dynamic elements of resourceful information, surveys, data (qualitative and quantitative) and links to improve accessibility to relative information for members and other interested parties/individuals.

STRATEGIES:

- 2.1.1 Develop the website as a data collection portal on HBCUs
- 2.1.2 Develop the website as a dashboard for HBCU funding and activities
- 2.1.3 Establish links to the Department of Education’s regulations
- 2.1.4 Enhance website search capacity to include all related funding information
- 2.1.5 Create a question and answer interactive site for member use “only”

OBJECTIVE 2.2 To increase participation and awareness utilizing teleconferencing and online communications, to promote “open dialogue” diversity and increase institutional knowledge.

STRATEGIES:

- 2.2.1 Establish facebook and/or twitter accounts
- 2.2.2 Publish committee meetings and call numbers for membership access
- 2.2.3 Conduct teleconferences and/or webinars designed to address issues, concerns and increase information consistency for Annual Performance Reports and Grant Applications
- 2.2.4 Facilitate best practice topics through monthly or semi-monthly teleconference training
- 2.2.1 Establish a journal or publication on the website
- 2.2.2 Establish an annual calendar for administrative management
- 2.1.7 Develop a newsletter or email alert to College Presidents and Title III Administrators
- 2.1.8 Design program manual and procedures guide to share with member institutions
- 2.1.9 Develop quality topics to foster and meet the needs and interest of membership

STRATEGIC GOAL 3

TECHNICAL ASSISTANCE To maximize the Title III National Association of HBCU Administrators and partners’ ability to provide technical support, strong management structure and to increase organizational efficiency and ultimately improve the performance and knowledge base of our constituents.

Leaders for Implementing Goal 3: Brenda Jackson and Sylvia Thomas

OBJECTIVE 3.1 To provide training focused on regulations, policy and procedures for Title III-B recipients to enhance the relevant proficiency of Title III administrators and related staff.

STRATEGIES:

- 3.1.1 Conduct a quarterly teleconference or webinar training sessions
- 3.1.2 Improve Title III Administrators’ engagement in DOE sponsored activities (e.g. trainings, informational sessions, etc.)
- 3.1.3 Reserve opportunities for U.S. Department of Education to present at conferences and technical meetings
- 3.1.4 Initiate a collaborative network for best administrative practices and procedures
- 3.1.5 Establish a training session at the Title III Conference for Presidents
- 3.1.6 Solicit presidents as session presenters at annual workshops
- 3.1.7 Conduct a session focusing on the roles of presidents (panel discussions, case studies, etc.)

OBJECTIVE 3.2 To develop RFPs designed to increase the number of certified presenters by three and partners by two to conduct Technical Assistance Training to enhance program delivery and offer CEU related courses to all participants.

- 3.2.1 Provide for at least one CEU (continuing education unit) course annually
- 3.2.2 Select members to serve as a development and training committee to facilitate RFP development, curriculum development, identify partners, trainers and program delivery
- 3.2.3 Identify program activity and certified presenter to conduct workshops annually
- 3.2.4 Develop standard RFPs to hire consultants

STRATEGIC GOAL 4

ADVOCACY: To explore future opportunities to strengthen the Association and ensure a definitive articulation of advocacy posture, to advance the mission and intent of the Higher Education Act (HEA of 1965 as amended).

Leaders for Implementing Goal 4: George Uzzle and Ronald Range

OBJECTIVE 4.1: To utilize past results for maximizing and exploring future opportunities to ensure a more definitive articulation of the Association’s advocacy posture, and to advance the mission and intent of the Higher Education Act (HEA) of 1965 as amended.

STRATEGIES

- 4.1.1 Establish a committee to develop Association’s message on advocacy and institutional engagement
- 4.1.2 Identify specific advocacy partners and establish on-going relationship
- 4.1.3 Identify specific advocacy areas
- 4.1.4 Integrate message on advocacy into all Association’s programs
- 4.1.5 Provide a report that shows results to member institutions and placed in the “Advocacy” section of website
- 4.1.6 Assist in establishing a role in the NAFEO Training institute for new College Presidents

STRATEGIC GOAL 5

COLLABORATION/PARTNERSHIPS - To develop and sustain a purposeful and significant relationship with the U.S. Department of Education, organizations, foundations and other entities supportive of the Title III-B mission.

Leaders for Implementing Goal 5: Sylvia Thomas and Dayle Barry

OBJECTIVE 5.1: To enhance and strengthen the goals and mission of the National Association of HBCU/HBGI Title III Administrators, Inc. through collaboration and partnerships to improve reporting, funding, training, results, legislation and other related activities.

STRATEGIES

- 5.1.1 Identify emerging strategic partners that share the mission of National Association of HBCU Title III Administrators
- 5.1.2 Improve Title III Administrators’ engagement in DOE sponsored activities (e.g. trainings, informational sessions, etc.)
- 5.1.3 Reserve opportunities for U.S. Department of Education to present at conferences and technical meetings
- 5.1.4 Initiate a collaborative network for best administrative practices and procedures
- 5.1.5 Conduct regular meetings with the U.S. Department of Education’s Title III Team Leader relative to congressional mandates
- 5.1.6 Conduct periodic meetings with the Office of Management and Budget (OMB) for fiscal updates

- 5.1.7 Collaborate with other Associations involved with higher education, specifically for HBCU/HBGIs

STRATEGIC GOAL 6

CAPACITY BUILDING AND MEMBERSHIP SERVICE – To increase membership, revenue and capacity building to improve and enhance skills, delivery services and competence of its constituents.

Leaders for Implementing Goal 6: Dayle Barry and Lora Williams

OBJECTIVE 6.1 To provide activities, strategies and workshops that build capacity, strengthen customer service skills and encourage, increase and retain membership

STRATEGIES

- 6.1.1 Develop quality topics to foster and meet the needs and interests of membership
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- 6.1.3 Design program manual and procedures guide to share with member institutions

Strategic Planning Committee:

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