1973

Educational Services Center for Minority Students, Correspondence 1973

Educational Services Center for Minority Students
University of San Francisco

Adrienne Riley
University of San Francisco

Lloyd D. Luckmann
University of San Francisco

John Marshall
University of San Francisco

William C. McInnes
University of San Francisco

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Services for

Counseling & Support

Academic Advising for ALL

Tutoring Services for:

Minority Students

Undeclared Majors

READ ON • • •
PERRY TOM, Counselor

"I was born in San Francisco, and I attended San Francisco State University where I earned a Bachelor's in Social Welfare and an MA in Counseling. I also hold a Community College Counselor Credential and a Standard Designated Services Credential in Pupil Counseling. I've been a counselor at USF since 1973 and am currently teaching Interdisciplinary Studies 50A (Academic and Career Guidance)."

NADINE LAPPING STERN, Counselor

"I was born in New York City. I graduated from State University of New York with degrees in Mathematics and Sociology, then got a Master's in Education with major emphasis in Student Personnel Services in Higher Education from the University of Vermont. I am the academic advisor for all undeclared majors in Liberal Arts and Sciences. Students are welcome to drop in and see me at any time."

BEN BURTON, Counselor

"Cincinnati, Ohio is my birthplace, and I live in San Francisco. At Xavier University, Cincinnati, I earned a BA in Political Science and Economics minoring in Communication Arts. I attended USF Law School and am working on a MBA. I have been in counseling since 1970. Since 1972, I've been a counselor and teacher at USF."

MAX PEREZ, Counselor

"I was born in Mexico, and grew up in the Bay Area. I had exposure to the Pacific and the Orient while in the Air Force. I got my B.A. with majors in Psychology and Spanish at San Francisco State, and went to the University of Granada, Spain through an exchange program. Then I went to the University of Texas for a Master's in Ed. Psychology/Counseling. Meanwhile, I've done a lot of Social Work with Raza people: with families, old persons, and youth. I think we are well equipped here at the Center to help you make your educational experience at USF a more meaningful one, so come on over and get acquainted!"

WANDA BARROWS, Secretary

"Originally from the East Coast, but the streets of San Francisco is where I roam. I received an A.S. degree in Legal Secretarial from Cape Cod Community College. I'm one of the newest additions to the ESCMS staff. I find the office very free flowing, having a pleasurable atmosphere to be a part of. Stop in and maybe we can play a game of backgammon."
WELCOME TO ESCMS

We'd like to tell you a little about our Center

. . . . WHAT WE ARE . . . .

The Educational Services Center for Minority Students was instituted by USF student organizations with support from the University. Our original purpose was to help minority students experience academic success and meet the baccalaureate degree requirements. This continues to be our goal, and we afford free supportive services to more and more minority students each semester.

In addition, last year, in response to requests from USF faculty and students, we expanded to offer special services to all students of the University.

We have an academic counseling program specifically designed to assist all undeclared Liberal Arts and Science majors and a tutorial program for all students in Liberal Arts, Science and Nursing. We also offer Academic & Survival Skills courses in Academic & Career Guidance, Learning Assistance Practicum, Decision Making, Writing Workshop, and Rapid Reading.

. . . . WHO WE ARE . . . .

REGGIE BROWNE, Director

"I am a native San Franciscan and attended San Francisco State University where I earned my Bachelor's degree in Sociology and a Master's in Counseling Education. I attended the University of San Francisco for my second Master's degree as a School Psychologist and I am currently completing my last year in the doctorial program. My background includes extensive work in academic and personal counseling, along with consulting for Mental Health and educational programs here in the Bay Area. Since my appointment to the position as Director in 1976, I've been actively involved with and reinforcing the notion of 'A Stride Towards Excellence' in providing quality counseling and academic advising services for students here at the University of San Francisco."

LYDIA MCCLOSKEY, Unit Coordinator

"Philadelphia is my hometown. I went to Vassar where I received a degree in English. After moving to San Francisco, I got a Master's in English and a Junior College Credential from San Francisco State University. Right now I'm working on getting a Reading Specialist Credential. As a full-time staff member, I've been teaching and coordinating the tutorial center at USF for six years."
HERE ARE SOME OF THE WAYS IN WHICH WE CAN HELP STUDENTS . . .

Academic, career, and personal counseling.

Trained tutors offering help in all subjects.

A reading program to develop speed and comprehension.

Two-credit classes in academic and career exploration, study skills, decision making, learning assistance, and rapid reading.

We also give assistance in registration, class scheduling, financial aid information, referrals, transferring, graduate school application, and vocational planning.

SPECIAL HELP FOR NEW STUDENTS . . .

Upon request, we assign special "helping-students" to act as guides and friends for new students during their first few days at USF.

COME IN AND SEE US ANYTIME — From 8:30 a.m. - 4:30 p.m., Monday through Friday, here at Phelan Hall - Room 135, Ext: 6541.

Let's take that giant "STRIDE TOWARD EXCELLENCE."
I would like to make a few personal remarks as an alumni of this University. In my short period here (since 1967) I have never attended a meeting with administrators without receiving written word of that meeting and who would be in attendance - so that all present could be prepared.

The Educational Services Center for Minority Students Committee gave a lot of thought as to who should be present at this particular meeting. We were not given the opportunity to explain our reasoning or given even a brief explanation of why our opinion was not shared.

I realize that the administrators at the University of San Francisco have other pressing concerns beside minority affairs. But I hope that they realize also that for the minority community at U.S.F. this matter is one of their most important concerns and for an entire staff in Loyola 314 this is their major concern.

And I would hope that this matter be treated accordingly.
20 September 1973

Dr. Lloyd D. Luckmann, Dean
Colleges of Liberal Arts and Science
Campus

Dear Dr. Luckmann:

Since at the present time I am to take on the full responsibility of director of Educational Services Center for Minority Students, I would like to take this opportunity to fully express my feelings on the total situation. With some regret I address this letter to you, because in my almost 6 1/2 years here you are the primary person who has attempted sincerely to meet the needs of minority students and in general who has approached the needs of students in a very humanistic manner. But since Educational Services Center for Minority Students' is under your supervision and because my displeasure is of such depth I can no longer go on without at least saying something. I chose to make my statements in writing so that they can go on record.

I have been on the staff of ESCMS since October 1971, in which time the developments and running of the office has reached the point of being ridiculous. (I am not disclaiming the very positive things it has accomplished also.) Never have there been very clearcut definitions and guidelines, which is one root of the problem. When students' first came up with the idea of such an office around 1968, we recognized the fact that we did not have the time or skills to do an adequate job of meeting the varying needs of minority students. We wanted such authority relinquished to an efficient staff. Yet questionable staff has continuously been hired and power has remained at the discretion of students. Please do not misunderstand me, in such a unique office students should play an important role. But the University well knows students are a temporary and changing component of the population here. I feel staff and administrators should possess more foresight and expertise in planning ongoing programs. We cannot sway to the demands of temporary small student groups. I feel we all have a moral responsibility to conduct our programs in such a way that they are just and provide adequate services to all students we are responsible for; programs should look to the future.
I have been told that Educational Services Center for Minority Students will no longer conduct a Special Admission for high school seniors, but change the emphasis to transfers. This idea has been talked about for about a year now and it is a change I personally favour (for varying reasons). But it seems that definite guidelines would have been written up with those involved (ESCMS staff, ESCMS Committee, Admissions Office, Financial Aid Office etc.) before the change became effective. As it stands now we are in a chaotic stage only because nothing has been done about guidelines for such a dramatic transition. No one knows exactly what is going on. Such a situation seems completely absurd to me. Admissions is calling us for a recruiting schedule, students are calling regarding admissions and we are using outdated brochures - none of the staff here knows exactly what to do at this point.

In my opinion if the University is sincere about Minority Services on campus, immediate action will occur. It is crucial that you Dean Luckmann or whoever will be supervising this office will take time out to re-establish a firm foundation for Educational Services Center for Minority Students. What needs to be done now is - defining over-all goals, guidelines and policies of ESCMS, defining and appointing the ESCMS Committee, and defining clearcut job descriptions of each staff member. After this has been accomplished we will not survive without complete respect and support of the total university.

Minority faculty like Lenneal Henderson, Bob Wright, Elizabeth Parker, Mona Scott, and Pat Hill, are here because we care - we are not trying to detract from the University but add to it! We do not get any personal benefit from it, this is obvious by examining our salary in comparison to our actual services to the University. Personally, I do not mind taking on directorship without monetary compensation if those monies are used to improve the services of ESCMS. But in principle it is unjust, the position of director started out as $12,000.

As you know Victoria Quintero has resigned as counselor here, due to some controversies brought up by La Raza Unida student group. The organization made arrangements with Mr. Goring for the rehiring of a counselor. Due to the sensitive area, I feel that the Dean's Office should involve itself in the rehiring of our counselor. It is also a suggestion that in the future all program and staff changes are enacted in the early summer months so that services are prepared for the return of students in the fall.

It is my sincere hope that from this letter will come constructive action and we will meet soon to resolve the present "limbo" state of the office. I have attempted to express my feelings the best way I can so that you can understand. You know me well enough to realize that I am sincere. But I have almost reached the point of despair and I must begin to think of my own future and security also. This year is crucial, if the office is not put on a secure foundation and does not receive the respect it well deserves - Minority Programs at USF will gradually fade away, because the most dedicated and qualified people it will ever find will begin to leave. I am ready and willing to work only if I get the support I feel is warranted.

Sincerely,

Adrienne Riley
Educational Services Center for Minority Students

AR: ce
cc: Fr. William McInnes, President
Dear Dean Luckmann:

As requested I have outlined what must be done to give Educational Services Center for Minority Students a firm foundation. The primary weakness in my rough draft is that the transition from High School to transfer emphasis is unclear. My hesitancy is caused by three factors: 1) such a transition will bring up numerous criticisms, 2) I am not positive as to what guidelines would be best for the future of the office, and 3) I define the role of the director of ESCMS to carry out policies not to arbitrarily establish them. Therefore, below I have listed what should be done in order of priority.

The Educational Services Center for Minority Students' Committee Membership should be establish and begin to meet immediately.

1. They should define the guidelines of the committee.
2. They should establish overall policies and responsibilities of Educational Services Center for Minority Students.
3. Each staff member should write their job description and it should be approved by the committee.
4. They should review the statistical data that will soon be completed.
5. They should also develop the guidelines for the emphasis on transfer.

(Possible) problems with transfer emphasis:

1. Majority of committee members may not approve of transfer emphasis.
2. Such a transition takes away all admission power of ESCMS. The minority population at the University of San Francisco and the surrounding community may view this as a phasing out process.
3. Accountability for admission of minority students falls back on the Office of Admission.
4. Agreements will have to be worked out with Admission and Financial Aid for co-operative working relations and guaranteed securities for minorities.
5. Recruitment is a problem, because we have nothing to honestly attract students when it comes to the cost and financial aid.
6.6. With such a transition we would become a "clearing-house" for all USF minority students (with counseling and tutorial services). All staff members excluding director and secretary are part-time.

I do feel that the possible problem areas can be worked out, if those involved in developing the guidelines put forth sincere efforts and keep the quality of services to minority students as their first priority. On the other hand, I do not see how a Special Admission Program can be continued without strong financial support, which apparently USF is no longer in the position to offer.

It seems urgent that a strong "working" committee be appointed, so we can begin to re-establish some foundations in ESCMS. I am not sure if this is the type of draft you desired, but I am more than willing to work it out more fully with you.

Sincerely,

Adrienne Riley, Acting Director
Educational Services Center for Minority Students
October 4, 1973

To: Dr. John Marshall, Vice President
    Student Development

From: Adrienne Riley, Acting Director
    Educational Services Center for Minority Students

Re: Committee on Financial Aid

Educational Services Center for Minority Students has reached a cross roads in the outlook of its future. There is presently a dilemma over whether we should preserve our Special Admission of High School students or change our emphasis to transfer students from junior colleges. It is not our problem alone, we need assistance from various offices here at the University in developing a solution.

The subject of financial aid is a key factor in weighing the appropriate solution. Therefore I am requesting that the committee on Financial Aid meet to review the issues regarding ESCMT. This in no way is a threat or a reflection on what the office of Financial Aid has done for us in the past. It is merely a sincere plea of assistance. We need the expertise that this committee most probably can provide, they are in a better position to analyze what type of minority program can realistically be supported by the University.

In view of the problems briefly described, Educational Services Center for Minority Students is in a state of limbo. Such a situation is damaging in many ways - students have already placed applications for "TOP", recruitment of minority students in the local Bay Area is almost impossible and the entire recruitment process is normally completed in December. So our dilemma is also affecting the activities of the Office of Admission.
My summary has hopefully stressed the urgency of a meeting with the Committee on Financial Aid. I will anxiously await your reply.

Sincerely,

Adrienne Riley

AR:el
cc: Dean Lloyd Luckmann
To: Mrs. Adrienne Riley  
Director, Educational Services Center for Minority Students

From: Dr. John F. Marshall  
Vice President for Student Development

Re: Committee on Financial Aid

Thank you for your memo of October 4, 1973, requesting that the matter of future support for students enrolled in ESCMS be discussed by the Committee on Financial Aid. Appointments to the Committee on Financial Aid have not yet been completed and the Committee has not met thus far this year. However, I anticipate that the Committee will begin meeting shortly and I have asked Father Herold to schedule this matter on the agenda for the first meeting.

JFM/cap

cc: Fr. N. J. Herold, S.J.
Reverend and dear Father President:

At the Council meeting we discussed the location of the Educational Services Center for Minority Students (ESCMS) in the administrative structure. And now that it no longer functions as an admissions agency, whether or not it should be transferred from the table of organization for the Vice President for Academic Affairs to the Vice-President for Development.

From a personal point of view I would not want a change. From the point of view of administrative practice the shift is strongly indicated. Now the concerns are completely in the area of Student Development, viz., guidance and counseling, tutorial, financial aid, et al.

I am quite happy that I was a prime mover in the implementation and establishment of the Center. Both Father Taheny, S. J. and I have enjoyed the association with the students concerned. It took a while to find two truly suitable people such as Adrienne Landry Riley and "Bob" Wright. Mrs. Luke has been a stabilizing factor since the very beginning.

I suggest that we meet sometime in June with the staff and Father Taheny, Dr. Seidl, Anne Dolan and myself to bring the matter to a conclusion.

Respectfully,

Lloyd D. Luckmann, Dean
Colleges of Liberal Arts and Science
Vice President for Academic Affairs