

**MINORITY COLLEGE
RELATIONS**



MINORITY COLLEGE RELATIONS REPORT

Published September 2000

MISSION STATEMENT

The Minority College Relations Team will identify and develop collaborative programs within the OSC and its installations that will strengthen minority colleges' and institutions' viability to participate in federal programs and enhance the OSC's future readiness by partnering with these institutions.

VISION STATEMENT

Expand mutually beneficial partnering opportunities between the U.S. Army and educational minority institutions.

LETTER FROM THE MAJOR GENERAL

Greetings from the U.S. Army Operations Support Command (OSC). Our command recently transitioned to a new mission. We are now the "synchronized AMC face to the warfighter." With this new responsibility comes the challenge of maintaining our high standard by responding quickly to the warfighter's requests. Using the latest technology is a key ingredient in building the Army of the future. Partnering with academia is a vital part of our command's ability to better serve soldiers.

This report demonstrates our ongoing efforts to put the OSC Minority College Relations (MCR) Program in the lead. We recently developed a MCR logo, which is featured on the cover of this issue. The many faces represent the diversity of our program. The words "Defense, Education and Opportunities" signify our commitment to tie government and colleges together to seek mutually beneficial opportunities. The triangular shape illustrates the interrelationships between government, colleges and businesses. As you can see, the MCR Program is intended to be a win-win solution for everyone involved.

Our student project program has continued to expand as depicted on pages 3-4. This past summer, 36 students were placed at various locations throughout the United States. In addition to this being the largest number of students placed at one time, it also was distinctive because commands outside of the OSC participated in our program.

The Department of the Army selected our program to serve as a model for other commands. Their enthusiasm for the program was evident when they chose to have the Army MCR Workshop in conjunction with our annual Chancellor's Day in 2000. As you can see on page 6, participation in Chancellor's Day 2000 included representatives from many branches of the Army.

Our newest outreach effort is the E-Mentor Program, which is explained on page 6. To maximize limited travel resources, we intend to offer mentorships to college students via electronic mail. Please watch for further actions in this area.

Please take a few moments to review our report. I encourage you to contact members of the team to let them know what you think about the program and the report.



Joseph W. Arbuckle
Major General, U.S. Army
Commanding





MINORITY COLLEGE RELATIONS 2000

As of September 2000, the U.S. Army Operations Support Command's (OSC) Minority College Relations Team (MCRT) is in its fourth successful year. The team travels to minority college and university campuses, establishing contacts and setting up partnering opportunities to mutually benefit these institutions and our government. This innovative program has set the standard for other military commands and branches interested in initiating similar projects.

Members of the Minority College Relations Team continue to forge these cooperative partnerships, key contacts and collaborative relationships with Historically Black Colleges and Universities (HBCU), Hispanic Serving Institutions (HSI), Minority Institutions (MI) and Tribal Colleges and Universities (TCU) throughout the country. Through the Student Project Program of the MCRT, numerous minority college interns have been given the challenging opportunity to gain invaluable knowledge and experience at various OSC installations. In turn, the participating installations benefit from the fresh perspectives and original solutions provided by the interns.

The Student Project Program has seen student participation almost triple since its inception. It matches qualifying minority students to 10-week programs, working with today's latest technologies to benefit today's soldiers. The program is administered through two contracts at OSC. It is open to any government office within the Department of Defense.

The OSC's mission is to be the single face to the warfighter. It is the recognized leader in providing mission support through the maintenance and manufacture of warfighting systems and munitions. As the soldier's vital link to the defense industry, its employees must remain trained, ready and able to respond. By developing and strengthening these educational partnerships through the MCRT, the OSC is also developing and strengthening future civilian employees in the government sector.

The MCRT was formed to implement Executive Orders 12876, 12900 and 13021 that focus on enhancing the potential of HBCUs, HSIs, MIs and TCUs. A relatively new Executive Order 13125 focuses on increasing participation of Asian Americans and Pacific Islanders in federal programs. Even though the Executive Order doesn't specifically address college relations, the MCRT has taken the initiative to include colleges representing Asian Americans and Pacific Islanders in its outreach efforts.



STUDENT PROJECT PROGRAM

We are very proud of the Student Project Program we've established at the OSC. We have two separate contracts in place to facilitate getting students to perform the 10-week projects. The contractors are responsible for locating, screening and matching students to projects. The contractor also arranges for housing and transportation in addition to paying the students a stipend. Students must be from a qualifying Historically Black College or University, Hispanic Serving Institution, Tribal College or University or other Minority Institution. The program is open to any government office within the Department of Defense. In Fiscal Year 1999-2000, the Department of the Army took a special interest in the program by providing funding for students to be placed at various locations throughout the United States. Please contact one of the MCRT members if you would like more information on this program.

SPRING SESSION 2000

HQ, IOC at Rock Island Arsenal

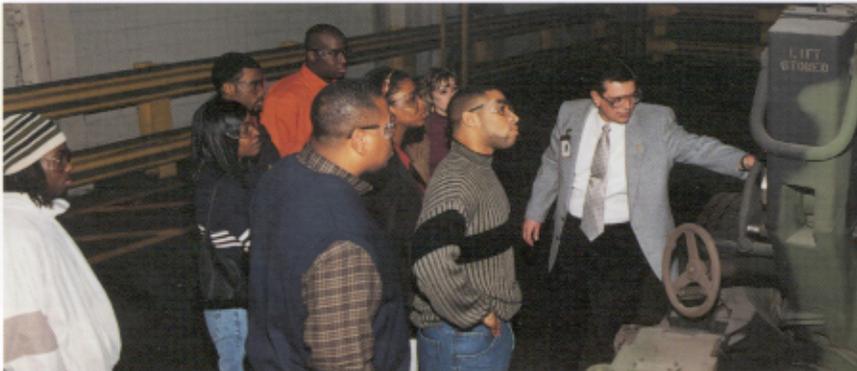
- **Martin Lewis (Alabama A&M):** Assisted in computer functions (installing software, setting up computers and troubleshooting). Helped set up new paperless training process.
- **Amanda Jackson (Southern University):** Created program and manual to generate calculations for Multi-Year Procurement Package. Updated pricing handbooks.
- **Philip Merchant (South Carolina State):** Created program to track and report on the budgeting and execution of Engineering in Support of Items in Production.
- **Iris Allen (University of Arkansas/Pine Bluff):** Researched and verified data between Commodity Command Standard System and contract records to ensure accuracy of unliquidated obligations list.
- **Cedric Arrington (Alabama A&M):** Wrote a manual of step by step instructions to close out contracts and deliver orders.
- **Justin Sampson (South Carolina State University):** Designed spreadsheets to track employee training courses and data base to track travel budgets.
- **Kelvin Kolheim (Alabama A&M):** Archived historical records for Public Affairs Office. Assisted in the publication of the John D. Frost Journal.

TOOELE Army Depot

- **Leon Pauley II (West Virginia State):** Entered 10 years of Open Burn/Open Detonation Operating records into database to assist in compliance of EPA Regulations.
- **Christopher Tucker (West Virginia State):** Entered 10 years of Open Burn/Open Detonation Operating records into database to assist in compliance of EPA Regulations.

SIERRA Army Depot

- **Basharus Simmons (Central State):** Revised Depot Award Program and provided procedures and guidelines for administering the program.



SUMMER SESSION 1999

HQ, IOC at Rock Island Arsenal

- **Jacqueline Atwater (Grambling State University):** Created web site relating to Electronic Commerce and Electronic Data Interchange.
- **Desiree Benally (New Mexico State):** Organized National Pollutant Discharge Elimination System and Public Water Supply permits by installation.
- **Andrea Carter (Jackson State):** Designed Worldwide Ammunition Reporting System Web Page and Orientation brochure.
- **Bianca Lee (Southern University):** Developed web page containing strategic planning and organization effectiveness information.

SUMMER SESSION 2000

Rock Island Arsenal

- **Jessica Balseca-Cadena (Jersey City College):** Shot photos of weapons in the RIA Museum to update the Universal Site Artifact Management System.
- **Nicole Witt (West Virginia State):** Researched and responded to requests for information from the public and official sources for the RIA Museum.
- **Joe West (Southwestern Indian Polytech Institute):** Reviewed and made suggestions to the Air Emission report and Waste Water Treatment procedures.
- **Kamau Patterson (Morgan State):** Developed plans for parking lot revision, relocation of external drain and structural design to support air handling unit.

HQ, OSC at Rock Island Arsenal

- **Deidre Boone (South Carolina State):** Assisted in computer functions (installing and re-imaging computers, updating software and troubleshooting).
- **Kimberly Stokes (South Carolina State):** Updated Procurement Automated Data and Document Systems user manual.
- **Michael Parker (Alabama A&M):** Compiled and formatted all Environmental Master Plan related data.
- **William Wolfe (University of Arkansas at Pine Bluff):** Provided design and training for the Munitions & Armaments Command customer database.
- **Calvin Winston (Jackson State):** Resolved all safety recommendations made during the Safety, Security and Wellness Stand-down Day.
- **Imani Edwards (Alabama A&M University):** Developed and populated databases to manage stock-piles of items, such as Small Caliber.
- **Misty Duckworth (Tougaloo College):** Automated process of creating a Procurement Appropriation Obligation Plan.
- **Jamal James (Bowie State University):** Analyzed and made suggestions for the Electronic Linking System/Conventional Ammo Internet Ordering System
- **Christopher Amos (Jackson State):** Analyzed installation's and MAC's metric data sources. Created employee database.

- **Sandra Davy (Alabama A&M):** Developed and analyzed flow charts for the Industrial Base organization to improve efficiency.
- **Gary Simpson (Beulah Heights):** Assisted the chaplain in providing pastoral care to the community.
- **Sonya Taylor (Tennessee State):** Assisted in computer functions (installing memory, software and troubleshooting).
- **Caleb Wilkerson (Southern University):** Created web pages for past HQ, IOC, EDGE issues.
- **Juanita Winfrey (Southern University):** Developed an Internet based desktop law library.

SPRING SESSION 1999

Crane Army Ammunition Plant

- **Charles E. Butler (Alcorn State University):** Completed the annual and baseline surveys of 63 storage magazines.
- **Imaura Harvey (Grambling State University):** Converted text-based applications to graphical client/server applications for future conversions.
- **Otis A. Mapson Jr. (North Carolina A&T University):** Created templates for users to easily create a Project Gantt chart.
- **Chandra Perry (University of Arkansas at Pine Bluff):** Developed a marketing brochure. Suggested strategies for interacting with customers.
- **Kenneth Vernon (University of Arkansas at Pine Bluff):** Converted security plans and policies to a single source document.

- **Albert Harris (Bowie State University):** Designed web site containing a library of graphic images, animated graphics, video clips and sound bites.
- **Shawn Mencheon (Wilberforce):** Assisted the chaplain in providing numerous pastoral services at the Rock Island Arsenal and tenant units.

TACOM

- **Stephen Price (Prairie View A&M):** Digitized and analyzed data from a flying kinetic energy projectile to improve flight accuracy.
- **Israel Jordan (Morgan State):** Designed and tested Application Specific Integrated Circuit telemetry components.

Watervliet Arsenal

- **Karina Leon (City College of New York):** Updated the Solid Waste Annual Reporting System database and hazardous waste manifest tracking system.
- **Marcus J. Lispey (Langston University):** Developed or enhanced existing automated systems to comply with paperless contracting requirements.

CECOM

- **Raymond Miller (Bowie State):** Studied design of the Mine Hunter/Killer Advanced Technology Demonstrator to assess transition onto other platforms and/or production efforts.
- **Kendall Coleman (Prairie View A&M):** Developed a Simple Network Management Protocol simulator to replicate the SNMP agents running on tactical network components.
- **Bryan Farris (Tennessee State):** Assisted in development/improvement of databases for Intelligence and Information Warfare Directorate.
- **Latisha Conte (Delaware State):** Developed web-based applications for use on both Army telemaintenance systems and Command and Control Directorate web sites.

Tobyhanna Army Depot

- **Julius Hudson (Prairie View A&M):** Developed a Geographic Information/Global Positioning System plan to improve management and operations.
- **Shawn Goings (South Carolina State):** Conducted a study to recommend a process for local repair of an electronic device housed in heavy plastic sealed housing.

Sierra Army Depot

- **Nakia Bowman (Prairie View A&M):** Designed relocation of four exhaust fans, including a catwalk system for ease of maintenance.

HQ, IOC at Rock Island Arsenal

- **Samaris L. Craig (Grambling State University):** Assisted in computer functions (installing software, memory, re-imaging, conversion of DBASE III programs to MS ACCESS).

FALL SESSION 1999

HQ, OSC at Rock Island

- **Shannon Henderson (Central State):** Developed marketing plan and assisted with the Combined Federal Campaign fundraiser.



MEDCOM (PERSCOM HQ Dental Office in Alexandria, VA)

- **Janell Jacobs (Bowie State):** Purified the dental Tri-Care database.
- **Dewayne Haley (Alabama State):** Purified the dental Tri-Care database.

Crane Army Ammunition Activity

- **Joseph Easter (Jackson State):** Conducted annual radiation/contamination survey of storage magazines containing Depleted Uranium ammunition.

Defense Ammunition Center

- **Shanica Burdex (Langston University):** Reviewed course curriculums to assure consistency with required formats; review computer based training products for design and effectiveness.
- **John Adkins (Langston University):** Narrated digital multimedia in computer-based training and web-based presentation.
- **Floyd Hawkins III (Langston University):** Provided assistance in processing, storage and retrieval of digital information.
- **Lee James III (Langston University):** Provided assistance in development of training material including on-line media request forms, web page and database interaction.
- **De'Adrian Harmon (Langston University):** Provided information technology services including web site creation/updates, and databases.
- **Regan Roberts (Langston University):** Developed database to extract man-hour and associated cost data from timekeeping databases.
- **Stacia Hathorn (Langston University):** Develop a Statistical Process Control Chart to analyze Army explosives accidents.

Watervliet Arsenal

- **Kimberly Tines (City University of New York):** Performed fatigue and fracture analysis on composites and refractory metal coatings for the Benet Laboratory.

McAlester Army Ammunition Plant

- **Joseph Allen (Morgan State University):** Designed local electronic forms for the forms library.
- **Dwayne Hampton (Coppin State University):** Conducted Windows NT and Office 97 training.



LOCAL OUTREACH

The MCRT is also involved with the Quad City Higher Education Committee (QCHEC). The QCHEC is a group of representatives from community colleges in the regional area whose purpose is to promote continuing education for minority students. The committee assists by instructing students about tuition assistance, scholarships and future career paths. They attend and host local job fairs. They also sponsor recognition ceremonies for Hispanic and African-American high school students who continue their education.

The Minority College Relations Team had a display booth set up at the Minority Business Exchange, a business networking activity, to inform attendees about our program. Local high school students also attended the exhibit and received information on colleges and the team's outreach efforts (see photo).



MEMORANDUM OF UNDERSTANDING

The supportive relationship between the United States Army Operations Support Command (OSC) and the Minority Serving Educational Institution (MSEI) is established in recognition of the importance of identifying opportunities for OSC/MSEI partnering to further enhance economic, scientific and technological endeavors. The Memorandum of Understanding (MOU) is made in good faith by virtue of which any conflict that may arise with respect to its interpretation, formalization and fulfillment, will be resolved by agreement between the two parties. The OSC has a MOU with the following institutions: The University of Texas at El Paso, North Carolina A&T State University, University of Arkansas at Pine Bluff, New Mexico State University, West Virginia State College, Morris Brown Research Institute, Inc., College of Menominee Nation, Florida International University and Southwestern Indian Polytechnic Institute.



CHANCELLOR'S DAY 1999

On June 29, 1999, the Minority College Relations Team sponsored our Third Annual University Chancellor's/President's Day. Representatives from the following institutions attended: Haskell Indian Nations University, College of Menominee Nations, Southwestern Indian Polytechnic Institute, University of Arkansas at Pine Bluff, Langston University and Alabama State University. Mr. Ron Blakely, the Minority Institutions Program Manager from the Department of the Army, Small and Disadvantaged Business Utilization office, was the guest speaker. The group took a tour of the Rock Island Arsenal. Other presentations from the Commanding General at IOC, the DA EEO, Installation Commanders, representatives from the IOC Command Centers, and the Chancellors rounded out the day. The event provides opportunities for the IOC and Minority Institutions to get together to discuss potential partnerships and other mutually beneficial programs.



CHANCELLOR'S DAY 2000

On April 26-27, 2000, the OSC sponsored the Fourth Annual Chancellor's/President's Day and the DA EEO/EO Office sponsored the Minority College Relations Workshop. Just under 60 Department of Army and Minority Institution professionals were in attendance for both workshops. The purpose of these conferences was to show other DA organizations how a team approach to executing MCR has a great chance of program success and easier buy-in from management. A secondary theme for these conferences was to show MIs in attendance the Army's commitment to establishing mutual beneficial relationships with MIs. The Honorable Bennie G. Thompson, Congressman, 2nd Congressional District, Mississippi, was the highlighted speaker at Chancellor's/President's Day. MI Presidents and High Level Executives provided excellent presentations on the historical background and capabilities of their school. Other featured speakers included: Army Equal Employment Opportunity/Equal Employment Agency, Army Corps of Engineers (Nashville District), Tank Automotive Command, Army Research and Development Engineering Center (Picatinny), Tank Automotive ARDEC (Warren), Army Research Lab, Army Medical Research and Materiel Command, Civilian Personnel Operations Center (North Central Region), Civilian Personnel Operations Center (Headquarters Office), Headquarters (Civilian Personnel Operations Center), Crane Army Ammunition Activity, Defense Ammunition Center, and Joint Munitions Transportation Team (OSC).

Historically Black Colleges and Universities, Hispanic Serving Institutions and Tribal Colleges representatives in attendance included: Albany State University; Hostos College; Lincoln University, Pennsylvania; Tougaloo College; College of Menominee Nation; Jackson State University; Haskell Indian Nations University; Dine College; and West Virginia State College.

KEY CONTACTS

By attending conferences and visiting institutions, the team has a better understanding of technologies and capabilities available through academia. This serves as the basis for potential partnership or contract opportunities. We also share information about the MCR program with all organizations committed to enhancing minority colleges relations. A listing of where we have participated is as follows: University of New Mexico Institute of Mining and Technology, Department of the Army (Minority College Relations Program Workshop in Chicago), Minority Business Exchange (local), Florida International University, Hispanic Association of Colleges and Universities, American Indian Scientist & Engineering Society (AISES) 21st Annual Conference, United Negro College Fund/Infrastructure Development Assistance Program, Morris Brown, American Indian Higher Education Conference, Augustine College, Southwestern Indian Polytechnic Institute, NCA&T Business Cluster, FIU and Army Research Lab (ARL), New Mexico State University, University of Texas (El Paso), Dine College, College of Menominee Nation and Haskell Indian Nations University.

FUTURE ACTIONS

E-Mentor Program: The OSC is beginning an E-Mentoring partnership designed to encourage federal employees to collaborate with students at minority institutions via e-mail. Federal employees possess unique work experiences and professionalism that may be of value to students at these institutions. Mentorship may consist of sharing work experiences, discussion of personal goals, campus visits in coordination with official travel, career planning, discussion of professional development, and sharing success stories of the government.