

## **Cultural Diversity Pilot Project:**

### **Draft of Report:**

- 1 Introduction
- 2 Summary of Targets
- 3 Research & Analysis
- 4 Codes of Good Practice
- 5 Staff Training
- 6 Student Induction
- 7 Website
- 8 Performing Arts Production
- 9 Future Recommendations
- 10 Bibliography

### **Introduction**

In January 2004 Belfast Institute of Further and Higher Education along with other further education colleges put in a bid for funding to the Department of Employment and Learning to implement a cultural diversity pilot project.

The aims of this project were 4 fold. Firstly, to collect quantitative and qualitative data in order to ascertain current trends within the field of cultural diversity. Secondly, to develop codes of good practice for staff and students as a result of this research and also to develop staff training and student induction as part of the Codes of Good Practice. Thirdly, to develop the Belfast Institute Website in order to facilitate information about the project and also to host staff training and student induction on the Institutes Blackboard site. Lastly to develop a drama production in order to highlight cultural diversity issues to a wider audience and to use within the Institute as an educational tool.

A Cultural Diversity Management Team was set up in order to oversee the execution of the projects milestones and to work closely with the project manager in order to best facilitate meeting the targets outlined. The project manager also worked with other staff members, community groups and other stakeholders to facilitate the delivery of the projects milestones.

The project lasted for 12 months from March 04 – March 05

## Summary of Targets

The targets to be met as part of the project were as follows:

<b>Cultural Diversity Report</b>	<ul style="list-style-type: none"><li>• Conduct Literature Review</li><li>• Establish management group</li><li>• Appoint project Coordinator</li><li>• Questionnaires and interviews designed</li><li>• Cultural diversity training for all senior management</li><li>• Distribution of questionnaires, interviews conducted.</li><li>• Student team meets with research manager to review and analyse data.</li><li>• Project manager meets with staff and student team to begin writing of report</li><li>• Quarterly written report by project manager to Belfast Institute management team.</li><li>• Meeting of student and staff team to review progress and plan ahead.</li><li>• Review report prepared for Management board and partners</li><li>• Official report prepared</li><li>• Dissemination event takes place, students, staff, management and partners.</li><li>• Report of the pilot project is presented</li></ul>
<b>Codes of Good Practice</b>	<ul style="list-style-type: none"><li>• One-day meeting with student group to discuss development of Codes of Good Practice.</li><li>• Staff and student team meet to commence writing CGP.</li><li>• First Draft of CGP developed</li><li>• Students meet with relevant staff to refine CGP</li><li>• Project manager and research manager finalise CGP</li><li>• CGP agreed</li><li>• CGP formalised</li><li>• Meeting of student group, project manager and Research manager</li></ul>

	<p>to finalise CGP</p> <ul style="list-style-type: none"> <li>• Preparations for final dissemination</li> <li>• CGP for Further Education sector launched.</li> </ul>
<b>Student Induction Programme</b>	<ul style="list-style-type: none"> <li>• One day meeting with student group to discuss development standardised student induction programme.</li> <li>• First draft of induction programme developed.</li> <li>• Students meet with relevant staff to refine the student induction programme.</li> <li>• Project manager meets with relevant staff to refine the student induction programme.</li> <li>• Project manager meets with the Head of Information and Student Services and Centre Manager to consider the implementation of the student Induction programme.</li> <li>• Training for course coordinators in student induction information.</li> <li>• Draft student induction programme delivered by Course Coordinators to first year students.</li> <li>• Student induction programme amended and finalised.</li> <li>• Preparations for final dissemination of Student Induction pack.</li> <li>• Standardised programme launched.</li> </ul>
<b>Website</b>	<ul style="list-style-type: none"> <li>• Establish Web Development Group.</li> <li>• Web Development Group meets to establish content and design</li> <li>• Web site established</li> <li>• Information, video clips and data logged on website.</li> <li>• Meeting of Web Development group to refine design and content of website.</li> <li>• Development of Blackboard interactive web-site video case studies and research findings</li> <li>• Web site officially launched</li> </ul>

<b>Performing Art Production</b>	<ul style="list-style-type: none"><li>• Identify student group including those from the performing Arts programme.</li><li>• Students plan and rehearse drama production.</li><li>• Students continue to develop production.</li><li>• Drama Production finalised</li><li>• Video Recording of Drama production.</li></ul>
----------------------------------	--

The project manager had to ensure that these targets were met on time and on budget as stipulated by the Department of Employment and Learning. In order to ensure this the Project Manager worked with students and staff in the Institute so that everyone's area of expertise lent itself to and enhanced the project.

**Research Analysis**

The first part of this project entailed conducting a literature review of current topics and issues with regard to cultural diversity issues on the global scale. Both students and the project manager consulted current documents and other Institutes of Education/Universities.