

**FACULTY DIVERSITY INTERNSHIP PROGRAM COMPARISON CHART**

<b>San Mateo County Community College District</b>	
Founded	Pilot year, tentatively scheduled for 2017-2018
# of campuses	Three
Staffing	To be determined locally by college 3 part-time campus coordinators or equivalent + district coordination (campus and district coordination may be classified staff, faculty reassignment, administrative)
Length of participation	2 semesters, one year Intern, 1st semester Recommend as Faculty Intern 2nd semester
# of interns per year	5-10 in pilot year, tentative for 2017-2018
Goals	<p>Education Code. Subchapter 5. Faculty Internship Programs. §53502 Purposes. (See ASCCC Minimum Qualifications Handbook, 2014, 86-87.)</p> <p>(a) To enhance the recruitment of qualified persons pursuing the master's or doctoral degrees, or both, into faculty positions in community colleges in California, particularly for disciplines for which recruitment is difficult and for disciplines in which a shortage of qualified faculty is anticipated. In order to accomplish this purpose, the internship program shall serve to introduce graduate students, before they approach the end of their graduate studies, to the community college environment and student population.</p> <p>(b) To enhance the recruitment of qualified persons pursuing an associate degree into faculty positions in community colleges in California, particularly for disciplines for which current industry experience is important and disciplines for which recruitment is difficult and in which a shortage of faculty is anticipated. In order to accomplish these purposes, the internship program shall serve to introduce industry practitioners to the community college environment and student populations while encouraging them to complete their associate degree.</p> <p>(c) To enhance community college efforts toward building a diverse and representative faculty. In order to accomplish this purpose, the internship program shall place special emphasis on locating and attracting qualified graduate students who are members of underrepresented groups.</p>

	<b>Intern Compensation</b>	<b>Faculty Intern Compensation</b>
Intern/Faculty Intern Compensation	\$500 per semester	Step 2, Adjunct Salary Schedule
	<b>Intern Mentor Compensation</b>	<b>Faculty Intern Mentor Compensation</b>
Mentor Compensation	<p>\$500 to \$1,171 (or 3-5 unit reassignment per duties and responsibilities)</p> <p><b>For example:</b> \$1,171 @ highest, Step 10, \$58.58, Regular Faculty Salary Schedule (OL), Special Rate for 20-hour commitment per semester.</p>	<p>Mentor is compensated by timesheet the difference of his or her step on the Regular Faculty Salary Schedule and the step of the faculty intern on the Adjunct Salary Schedule, Step 2.</p> <p><b>For example:</b> Mentor @ highest, Step 10, \$4,880, minus Faculty Intern @ Step 2, \$3,380 = \$1,500. \$1,500 / \$58.58 Special Rate = 25.6 hours.</p>
Eligibility	<p>Participant must be enrolled in a master's or doctoral program and have completed at least one-half of the coursework or the equivalent in that graduate program.</p> <p>Career Technical Education: Bachelor's with 2 years experience or associate degree with 6 years of experience (CTE) Education Code §53502. Minimum Qualifications. (See ASCCC Minimum Qualifications Handbook, 2014, 86-87.)</p> <p>(a) For those disciplines in which a master's degree is required, faculty interns shall be enrolled in a master's or doctoral program at the University of California, the California State University, or any other accredited institution of higher education subject to Chapter 3 (commencing with Section 94300) of Part 59 of the Education Code, and shall have completed at least one-half of the coursework, or the equivalent in that graduate program.</p> <p>(b) For those disciplines for which a master's degree is not expected or required, the faculty intern shall possess any license or certificate required to do that work and (1) be within one year of completing the associate degree and have six years industry experience in the discipline, or (2) have completed the associate degree and have completed five years of industry experience in that discipline.</p> <p>(c) Faculty interns shall only be assigned to teach or to serve in a discipline in which they would be legally qualified to teach or render service upon completion of their graduate studies or associate degree and six years of industry experience in that discipline. A faculty intern shall be limited to two years of participation in the program.</p> <p>(d) Each faculty intern shall serve under the direct supervision of a mentor who is legally qualified to teach the course or render the service that the faculty intern is providing.</p>	
Application Process	Application; Letter of Interest; Resume; Transcripts; Course and Work Schedule	

Deadline	April for Fall start; August for Spring start	
Selection	Three-member selection committee, representing the three colleges—coordinators or responsible administrators.	
FDIP Workshops  (See responsibilities sections for required workshops.)	<ul style="list-style-type: none"> <li>• FDIP Mentor and Mentee Orientation</li> <li>• FDIP Professional Development Workshops for interns, faculty Interns, and mentors</li> <li>• FDIP Showcase, end-of-semester</li> </ul> <p><b>Note:</b> Faculty professional development coordinators district-wide will collaborate with local coordinators to develop FDIP training.</p>	
Intern/Faculty Intern Responsibilities	<b>Intern Responsibilities</b>	<b>Faculty Intern Responsibilities</b>
	<p><b>Complete observation/collaborative teaching hours and meetings:</b></p> <ul style="list-style-type: none"> <li>• 20 hours: Observation/collaborative teaching</li> <li>• 10 hours: Mentor/mentee meetings</li> </ul> <p><b>Participate in FDIP Orientation and <i>four</i> FDIP professional development workshops:</b></p> <ul style="list-style-type: none"> <li>• Hiring process</li> <li>• Developing a syllabus</li> <li>• Student services and academic support resources</li> <li>• Critical pedagogy</li> </ul> <p><b>Complete a variety of professional activities to build expertise:</b></p> <ul style="list-style-type: none"> <li>• Shadow mentor and consult regularly</li> <li>• Complete two observations of other faculty</li> <li>• Develop, teach, and assess individual lessons</li> <li>• Build portfolio and resume</li> <li>• Attend Flex activities</li> <li>• Attend committee and department meetings, two per semester</li> <li>• Participate in end-of-semester FDIP showcase</li> </ul>	<p><b>Complete teaching, observation/collaborative teaching hours, and meetings:</b></p> <ul style="list-style-type: none"> <li>• Faculty Intern teaches a course, fulfilling regular adjunct contractual duties, including holding office hours.</li> <li>• 10 hours: Collaborative teaching/observation (mentor observes mentee)</li> <li>• 10 hours: Mentor/mentee meetings</li> </ul> <p><b>Participate in FDIP professional development workshops:</b></p> <ul style="list-style-type: none"> <li>• Critical pedagogy</li> </ul> <p><b>Complete a variety of professional activities to build expertise:</b></p> <ul style="list-style-type: none"> <li>• Consult regularly with mentor</li> <li>• Complete two observations of other faculty</li> <li>• Develop, teach, and assess individual lessons</li> <li>• Build portfolio and resume</li> <li>• Attend Flex activities</li> <li>• Attend committee and department meetings, two per semester</li> <li>• Participate in end-of-semester FDIP showcase</li> </ul>

<p>Evaluation</p>	<ul style="list-style-type: none"> <li>• Mid-term review</li> <li>• Culminating evaluation</li> </ul> <p>The culminating evaluation, particularly for Faculty Interns, models the current adjunct evaluation and may use the current evaluation forms--student surveys, faculty portfolio, classroom observation, mandatory self-assessment, and dean's assessment.</p>	
<p>Intern/Faculty Intern Mentor Responsibilities</p>	<p style="text-align: center;"><b>Intern Mentor Responsibilities</b> 20 hours by timesheet @ Special Rate</p> <ul style="list-style-type: none"> <li>• Ensure intern completes 20 hours of classroom observation</li> <li>• 11 hours: mentor/mentee meetings</li> <li>• 1 hour: Mid-term review and culminating evaluation</li> </ul> <p><b>Participate with mentee in the following:</b></p> <ul style="list-style-type: none"> <li>• FDIP Orientation (2 hours)</li> <li>• FDIP Critical Pedagogy Workshop (2 hours)</li> <li>• FDIP Showcase (2 hours)</li> </ul> <p><b>Participate with mentee in <i>one</i> FDIP professional development workshop (2 hours):</b></p> <ul style="list-style-type: none"> <li>• Hiring process</li> <li>• Developing a syllabus</li> <li>• Student services and academic support resources</li> <li>• Critical pedagogy</li> </ul> <p><b>Supervise the intern's participation in and successful completion of the following:</b></p> <ul style="list-style-type: none"> <li>• Shadow mentor and consult regularly</li> <li>• Develop, teach, and assess individual lessons</li> <li>• Build portfolio and resume</li> <li>• Attend Flex activities</li> <li>• Attend committee and department meetings, two per semester</li> <li>• Participate in end-of-semester FDIP Showcase</li> </ul>	<p style="text-align: center;"><b>Faculty Intern Mentor Responsibilities</b> 25.5 hours by timesheet @ Special Rate <i>See Faculty Intern Mentor Compensation for timesheet formula</i></p> <ul style="list-style-type: none"> <li>• Mentors provide "substantial direct in-class supervision . . . and direct monitoring and systematic contact with the faculty intern."</li> <li>• 10 hours: Collaborative teaching/observation (mentor observes Faculty Intern)</li> <li>• 10 hours: Mentor/mentee meetings</li> <li>• 1.5 hours: Mid-term review and culminating evaluation</li> </ul> <p><b>Participate with Faculty Intern in the following:</b></p> <ul style="list-style-type: none"> <li>• FDIP Critical Pedagogy Workshop (2 hours)</li> <li>• FDIP Showcase (2 hours)</li> </ul> <p><b>Supervise the faculty intern's participation in and successful completion of the following:</b></p> <ul style="list-style-type: none"> <li>• Consult regularly with mentor to assess teaching effectiveness</li> <li>• Plan, teach, and assess course</li> <li>• Develop, teach, and assess individual lessons</li> <li>• Build portfolio and resume</li> <li>• Attend Flex activities</li> <li>• Attend committee and department meetings, two per semester</li> <li>• Participate in end-of-semester FDIP Showcase</li> </ul>