



Reassigned Time Scope of Work:

Faculty Equity Coordinator

Background

The Mission of Cañada College includes “ensuring that all students have equitable opportunities to achieve their transfer, career education, and lifelong learning educational goals.” To help achieve this Mission, the College provides resources to support faculty leadership in the realm of equity in student access, success, and completion.

Role: Faculty Equity Coordinator

The lead faculty coordinating college efforts to support equity in student outcomes.

Core Responsibilities

In this leadership position, the Faculty Coordinator’s responsibilities exceed those of serving on a college committee and are different from those enumerated in [Appendix D1](#) of the AFT contract.

Co-Chair the Academic Committee for Equity and Success (ACES)

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- Ensure the Academic Committee for Equity and Success (ACES) fulfills its responsibilities as a college-wide planning committee responsible to PBC for creating and monitoring the College’s implementation of a College Equity Plan (inclusive of State mandated equity plans – such as the Student Equity and Achievement Plan (SEAP) that supports the achievement of all college goals and strategic initiatives related to equity in student access, success and completion as laid out in the Education Master Plan and Strategic Enrollment Management Plan and any subsequent Annual (operational) Plans.
- Collaborate with the administrator co-chair of ACES to prepare and submit regular reports to PBC on the College’s effectiveness in implementing the Student Equity Plan and achieving college goals related to closing equity (and obligation) gaps
- As needed, submit a Comprehensive Program Review or Annual Update as a part of the college’s regular evaluation and resource request process.

Provide leadership in faculty professional development with respect to culturally effective pedagogy

- Collaborate with the CIETL Coordinator, Coordinator of Online Instruction, Academic Senate, Professional Learning Committee and others to design and provide relevant, high-quality professional development opportunities for faculty to address inequity, racism and bias in teaching and learning practices, curriculum design, learning outcomes, and pedagogy.
- Collaborate with the Office of Planning, Research and Institutional Effectiveness (PRIE) to conduct and present the result of inquiry into equity in student access, success and



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completion as well as the design and results of evaluations of interventions to address inequity, racism and bias on campus.

Serve in a campus leadership capacity on matters pertaining to online instruction

- Serve as a member of the Instructional Planning Council (IPC).
- As needed, attend and participate in meetings with other participatory governance bodies, especially the Planning and Budgeting Council (PBC) and Academic Senate.
- Attend Division meetings as needed to further to work of ACES and the College Equity Plan.
- In collaboration with college administrators and the PRIE Office, ensure the College is in compliance with the letter and spirit of state regulations, federal rules, and other guidelines specific to student equity, accreditation processes, and other relevant accountability mandates.
- Attend college-wide strategic planning meetings, such as the Leadership Retreat and Guided Pathways (Interest Area) meetings.
- Other duties as assigned.

Communicate effectively and regularly with all constituencies regarding equity in student access, success and completion

- Regularly review, update and maintain (keeping all information accurate and current) the College [ACES website](#).

Desirable qualifications include:

Possess and interest in on-going personal professional development to remain current in promising practices with respect to equity in student access, success, and completion and the role of faculty therein.

Reassignment Expectations

0.2 FTE (3 units) = 7.5 hrs/week or approximately 120 hrs/semester. Part-time faculty paid hourly (non-instructional load rate). Term: 2 years, renewable.

Responsible Administrator

Vice President of Student Services.