

Summer Bridge ESL Coordinator and Instructor
District Directed (Adult Education Funds)

Applications are being solicited from full-time or part-time faculty members to support the Summer Bridge program. The timeline for completion of this project includes coordination, planning, and preparation meetings Spring through July 2024 and teaching a noncredit Summer Bridge multilevel, ESL course (either ESLN SB-A and/or ESLN SB-B) from June 17-July 25, 2024. Two (2) faculty members will be selected to be paid three (3) units (estimated to be equivalent to 131.25 hours) per class and one (1) unit (43.75 hours) each for SB ESL coordination for a total of 8 units (4 units for each faculty member) for Summer 2024.

Description and Rationale for Project:

Many students come to COM needing additional preparation to be successful academically. Summer Bridge is a successful program, in its tenth summer at COM that targets incoming low income and first generation, first-time college students (with trending higher representation among Latinx and African American students) for intensive review and tutoring in order to improve college readiness and enhance the students' transition to college. The structure of the Summer Bridge ESL is participation in a 1 unit counseling course with concurrent, intensive, 6 week preparation in ESL instruction.

Additional goals include preparing more students for increasing students' confidence in college ability and study habits, connecting students to campus resources, faculty, and facilitating a positive learning community.

Scope of Work:

The faculty members responsible for coordinating and facilitating the intensive ESL review will:

- Work closely with Summer Bridge planning group and specifically, other Summer Bridge teaching faculty to coordinate delivery of instruction, services and summer planning;
- Utilize available assessment, curriculum, and educational tools, to effectively engage the students in content, practice, and appropriate support to advance educational capacity and confidence;
- Provide direction to tutor(s) and/or peer mentor(s);
- Evaluate student progress and make recommendations where warranted.

Product:

- Coordination of SB ESL curriculum and coordination
- SB Noncredit ESL instruction from June 17-July 25, 2024, for approximately 25 students per assigned class

Eligibility Requirements:

- Full-time or part-time Foundational and/or Focused Skills ESL faculty at College of Marin (must have a Spring 2024 and/or Fall 2024 assignment)
- Experience and demonstrated interest in working with COM community partners and/or COM programs that support student success
- Demonstrated sensitivity to and an understanding of the diverse academic, socioeconomic, cultural, ethnic, and accessibility-related backgrounds of community college students and the campus community.

Compensation:

- **Two SB ESL Coordinators/Instructors:** 4 units during Summer 2024

Application Procedure:

1. Please send a letter of application (500 words or less) to Sarah Anderegg (sanderegg@marin.edu), describing your past and current experience and interest with ESL education and COM programs as they relate to student success, persistence, and equity.
2. **Applications must be received by March 11, 2024.**

Criteria Used to Evaluate Applications (8.4.5):

UDWC shall evaluate applications using some or all of the following criteria with points awarded using the scale indicated:

1. Mandatory criteria that every application must meet to be approved:
 - a. The proposed cost and probable availability of personnel, equipment, supplies and/or operational support will be available.
 - b. The project activities will not adversely affect the discipline or department budget, facilities or schedule.
 - c. The applicant has adequate experience and/or training to carry out the proposed project.
 - d. The applicant has notified the department chair of the application.
 - e. Compensation is commensurate with the scope of work. If not, UDWC may approve lower units/hours than requested. This criterion does not apply to externally-funded activities (Category II) where the District is not providing funding.
 - f. The unit member is not receiving compensation or funds from other sources for the same work/project. This criterion does not apply to externally-funded activities (Category II) where the District is not providing funding.
2. The problem or need addressed has been adequately thought out and described (0-10 points).
 - a. The problem or need addressed is in support of one or more of the college's goals and objectives (0-7 points).
 - b. The project activities are likely to contribute to instructional effectiveness (0-10 points).
 - c. The project activities are likely to increase student learning and/or retention (0-10 points).
 - d. The project activities are likely to encourage the adoption of instructional, learning or technical innovation(s) at the discipline, department and/or instructional levels (0-7 points).
 - e. Number of years since last award to recipient: 5 years or never awarded = 5 points; 4 years = 4 points; 3 years = 3 points; 2 years = 2 points; 1 year = 1 point; less than 1 year = 0 points.

Application Recommendations (8.4.6):

The UDWC shall make one of the following recommendations based on majority decision for applications for overload, reassigned time, reduced load, or stipend:

- a. Approve – UDWC will forward recommendations for approval to the Superintendent/President.
- b. Request revision of application – UDWC may recommend the applicant revise their application. UDWC will inform the applicant of its reasoning for the request.
- c. Deny – UDWC may deny applications. If UDWC does not, by majority decision, approve or decide to request revision of an application, the application shall be denied. Upon the request of a unit member whose application is not approved, UDWC will provide an explanation.