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Chapter: Personnel

Modification No. 001

Subject: **Minority Faculty Internship Program**

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- I. As part of the College's commitment to equal opportunity and affirmative action in employment, a teaching internship program for minority graduate students is established at Montgomery College. The purposes of the program are: (1) to provide an additional mechanism for recruiting minority faculty members, and (2) to provide an opportunity for members of minority groups to participate in a one year program of professional development and training at the College. Interns who complete the program successfully will be eligible for assignment as members of the College faculty.
- II. Each year the College will identify those disciplines in which racial or ethnic minorities, or women, are underutilized at the College, as well as those disciplines in which more than 35 percent of the credit hours are taught by part-time faculty members. Eligible candidates for the program are students who are enrolled in a program of graduate studies leading to a master's or doctor's degree in the discipline(s). Normally, candidates for the program will be in their last year of graduate study.
- III. Interns will be recruited from regional colleges and universities and will be assigned to teach two courses (up to seven equivalent semester hours per semester) and to perform additional assignments that will enhance the professional development of the intern.
- IV. Salaries for internships will be established on an annual basis as part of the budget process.
- V. The President is authorized to establish procedures to provide for the recruitment, employment and supervision of the interns.

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Board Approval: September 21, 1987.

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- I. Recruitment: Candidates for the internship program will be recruited from regional colleges and universities using the College's regular recruitment process.
- II. Interviewing and Selection: Applications for the program will be reviewed and processed in the same manner as applications for full-time faculty position vacancies.
- III. In consultation with discipline faculty, the provost of the campus to which the intern is assigned will designate a faculty mentor who will serve as a role model and master teacher.
- IV. In addition to teaching two courses (up to seven ESH) per semester, the intern will undertake additional professional assignments, such as: Directed readings on community college education; service on a faculty or campus committee or task force; visit the classes of full-time faculty; or other appropriate professional assignments.
- V. Each intern will be under the broad supervision of the dean in the area in which the intern will be teaching. At the beginning of the intern's appointment, the dean, in consultation with the faculty mentor and the intern, will develop a plan of activities for the intern, to include measurable objectives for the year. Evaluations of the intern at the end of the first semester and during the second semester will be based on how well the intern has met the objectives set forth in the plan. The evaluation process will include student and peer evaluation, as well as administrative evaluation.
- VI. To be eligible for appointment to a full-time faculty position, the intern must receive satisfactory evaluations, must demonstrate the ability to perform successfully as a community college teacher, and must meet the minimum requirements for the position.
- VII. Interns are not eligible for College benefit programs.

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Administrative Approval: September 21, 1987.