

EL CAMINO COLLEGE**FACULTY SABBATICAL LEAVE APPLICATION**

NAME Rachel Williams DIVISION Humanities PHONE EXT. 5185 DATE 11/1/22
SEMESTER/YEAR FIRST EMPLOYED FULL-TIME AT ECC Fall 2009
(Semester) (Year)

PREVIOUS FACULTY SABBATICAL AT EL CAMINO COLLEGE? Yes ___ No X If yes, date of leave _____

PREVIOUS LEAVES OTHER THAN SABBATICAL AT EL CAMINO COLLEGE? Yes ___ No X

If yes, what type of leave? Maternity: I worked 70% in Fall 2016, 50% in Fall 2021, and 70% in Spring 2022

HAVE YOU EVER BEEN ON A REDUCED LOAD? Yes ___ No ___ If yes, dates and what percentage see above

PERIOD OF TIME REQUESTED:

Full Year 2023-24* ___ Half Year**—Semester: Fall 2023 ___ Spring 2024 X
(*full year, half-pay) (**half year, full-pay)

If you do not have enough seniority to qualify for the traditional sabbatical leave, would you be interested in a one-semester, half-pay sabbatical? Yes ___ No X

TYPE OF SABBATICAL REQUESTED:

- ___ A. Formal class work in pursuance of an advanced degree or to increase the applicant's proficiency in the applicant's teaching field to be six (6) graduate semester units or twelve (12) undergraduate semester units or an equivalent measured in quarter units. A summer sabbatical for the purpose of study will be four (4) graduate units or eight (8) undergraduate units or the equivalent in quarter units per summer. (Note: Type of classes to be taken and institution of study **MUST BE ATTACHED** to this application.)
- ___ B. A foreign language instructor's extended visit to the country in which the language the instructor normally teaches, or will soon teach, is universally used; or an ESL Instructor's extended visit to a country in which the dominant language is also the native language of a substantial number of students in the College's ESL program.
- ___ C. The writing of a textbook for which there is a commitment to publish extended by a recognized publisher. (Note: The commitment to publish **MUST BE ATTACHED** to this application.)
- ___ D. The writing of computer software for instructional use. A description of the proposed software and its intended use shall be submitted in writing. (Note: See note on page 5 of Information Re Application for Sabbatical Leave.)
- ___ E. Formal class work in pursuance of proficiency in a discipline other than the Faculty Member's instructional discipline provided that the Vice President-Academic Affairs determines in advance that there is need for such supplemental study and approves the study program submitted by the Faculty Member. (Note: Approval must first be granted from the Vice President-Academic Affairs, and such approval **MUST BE ATTACHED** to the application.)
- X F. A program of independent study in the applicant's teaching field other than formal class work as described in subsection (a). Such program shall be arranged through an educational or research foundation, government agency, or an accredited institution of higher education, or a technical or business entity. It shall be submitted in writing and shall be evaluated on the basis that it is designed to increase the applicant's proficiencies in the applicant's field. (Note: El Camino College can serve as the accredited institution of higher education with an appropriate ECC employee serving as advisor.)
- ___ G. A program of independent study for Instructors in fine arts, which program shall be submitted in writing and shall be evaluated on the basis that it is designed to increase the applicant's proficiencies in the applicant's field.

SUMMARY OF SABBATICAL PLAN: (attach separate sheet)

Will you receive any kind of grant or additional compensation aside from your District salary during this sabbatical leave?

Yes ___ No X

If yes, specify _____

(See Agreement, Article 13, Section 4(h).)

If sabbatical leave is approved, I understand that any variance or change in this application and plan must be approved by the Sabbatical Leave Committee at least 90 days prior to the effective date of the leave.

I also understand that I must submit a written sabbatical leave report upon completion of my sabbatical leave.

Faculty Signature: Rachel Williams

Digitally signed by Rachel Williams
Date: 2022.11.02 20:41:41 -07'00'

Division Dean's Signature: Debra Breckheimer

Digitally signed by Debra Breckheimer
Date: 2022.11.03 08:36:48 -07'00'

NAME: Rachel Williams

TYPE OF SABBATICAL REQUESTED:

- F. A program of independent study in the applicant's teaching field other than formal class work as described in subsection (a). Such program shall be arranged through an educational or research foundation, government agency, or an accredited institution of higher education, or a technical or business entity. It shall be submitted in writing and shall be evaluated on the basis that it is designed to increase the applicant's proficiencies in the applicant's field. (Note: El Camino College can serve as the accredited institution of higher education with an appropriate ECC employee serving as advisor.)

DESCRIPTION OF STUDY:

To improve the Honors Transfer Program (HTP), I propose to do independent research on increasing student equity in honors programs for students of color, particularly Latino and African American students. As of Spring 2022, Latino students made up 52% of the ECC student body, but only 34% of the HTP. Similarly, Black/African American students made up 12% of the ECC student body, but only 3.36% of the HTP. The numbers are almost identical for 2021. The HTP has worked on recruiting African American and Latino students through partnerships with program like Puente and FYE, where these groups have larger representation; while these efforts have been helpful, they have not done enough.

I will initially do a literature review to determine best practices for creating racial and ethnic equity in community college and four-year college honors programs. I will read 6-8 scholarly articles and/or books and create an annotated bibliography so that I can share what I learn with the rest of the HTP team, as well as with members of the Honors Transfer Council of California (HTCC) and the community colleges partnered with UCLA's Transfer Alliance Program (TAP).

Then, I propose to make site visits to 4-5 schools to get a first-hand understanding of what other campuses' honors programs are doing to address this issue. I will write a report on each school that I visit, including demographic information (if available), observation notes, and a reflection on whether we can apply what that school is doing to the ECC Honors Transfer Program.

Upon return to ECC, I will share my findings with my co-director, as well as with HTP faculty, HTP counselors, and transfer counselors more broadly. We will use my findings to guide our priorities as we develop our goals and annual plan for the 2024-2025 academic year. I will also present my findings at an HTCC meeting, and, if requested, at a TAP partners meeting at UCLA. Finally, I will submit a proposal to present my research at the National Collegiate Honors Council's (NCHC's) annual conference.

PROJECT TO BE COMPLETED UNDER THE DIRECTION OF:
(Attach letter of approval/commitment with sponsoring agency)

Christina Yamanaka-Vu, President of Honors Transfer Council of California (letter attached)

PURPOSE OF THE PROJECT:

The project's primary purpose is to learn the most effective and meaningful ways to address disparities in racial and ethnic equity in ECC's HTP. After completing this project, I will be able to implement new practices and policies for the HTP regarding diversity with confidence that these approaches are likely to work. This purpose is in line with El Camino College's campus-wide emphasis on equity; equity is a current focus throughout the CCC system as well. A secondary purpose is to share this information with other honors programs, ensuring the HTP's position as a leader and model for other two-year honors programs statewide and nationally.

DESCRIBE HOW IT WILL INCREASE PROFICIENCY IN APPLICANT'S FIELD:

I have done some professional development and training around equity, but I have a lot to learn. As a leader of a campus-wide program, I need more researched-based knowledge of this topic; this project will allow me to attain that. I will also have information to share with UCLA's TAP and the HTCC, which will make me more proficient in terms of making sure that ECC's honors program remains one of the strongest in the state. Finally, this project will ultimately help me guide the HTP to better achieve ECC's strategic initiatives on student learning and student success and support and also to support the diversity that is part of ECC's statement of values.

COMMENTS:

Kassia Wosick , the other HTP Co-Director, is also applying for a sabbatical. We have coordinated our requests so that, if we both received sabbaticals, we will be on leave different semesters. This way, the Honors Transfer Program will always have one co-director at the helm.



November 2, 2022

To Whom It May Concern:

As the President of the Honors Transfer Council of California (HTCC), I am happy to serve as sponsor for Rachel Williams' proposed Spring 2024 sabbatical. Rachel's project, on the question of how to improve equity in honors programs, is central to the current concerns of many members of the HTCC. While the honors directors who make up the HTCC's membership come from a wide range of campuses throughout the state, most of them see a common need to improve racial and ethnic equity in their programs. In fact, when Rachel sent out an exploratory email to HTCC members explaining what she wanted to study during her sabbatical, she immediately received enthusiastic emails from directors at other campuses who are also working on equity in their programs and are eager to exchange ideas and to determine best practices.

The type of work that Rachel proposes to do—a mixture of scholarly research and site visits—should be quite useful, as it will have a balance of theory and practical application. Rachel's sabbatical work will make her a stronger honors director for El Camino College, and will also benefit HTCC members more broadly. Because of the possible benefits of the project to the community college honors community, it makes sense for this project to be sponsored by the HTCC; we are happy to support it.

Sincerely,

Christina Yamanaka-Vu
President, Honors Transfer Council of California
Mt. San Jacinto College
cyamanaka@msjc.edu

