

Faculty Data Coach Description of Duties

Description: The Guided Pathways (GP) Faculty Data Coach (FDC) is an embedded faculty position in each School. The task of the FDC is to build data-informed decision-making capacity in their School and at MJC. Each FDC, with the assistance of program faculty and the Office of Institutional Effectiveness, helps their School navigate, collect, and interpret data to improve student outcomes (e.g., retention, success, persistence, closing educational equity gaps, and award completion), and to complete assessment and program review. The eight FDCs work collectively to democratize data, develop a culture of inquiry, reflection, and trust across campus.

This faculty position reports to the Institutional Effectiveness and Accreditation Committee along with their School.

This position includes the following responsibilities and deliverables:

Faculty Data Coach Role and Responsibilities

1. Participate in a two-semester, Canvas training (*e.g., Data Literacy, Types of Data, Basic Statistics, Data Storytelling*)
2. Provide group and one-on-one support to School faculty on data tools and resources
3. Facilitate School conversations on college-wide issues that helpfully interrogate data and its integrity to move towards action
4. Facilitate conversations in their School and advise on data-related questions (e.g., retention, success, persistence, closing educational equity gaps, award completion, program review, accreditation, and outcomes review)
5. Highlight the disproportionate impact (DI) in School data to prioritize and to improve equitable outcomes for students (e.g., award completion, persistence, course success, retention, career exploration, onboarding, and recruitment)
6. Attend periodical, collaborative meetings with other FDCs and the Office of Institutional Effectiveness
7. Serve on the Program Review Workgroup (2-year term, renewable upon reapplication)

Faculty Data Coach Deliverables

1. Mentor School faculty as needed during the two-year term
2. Coordinate with colleagues to develop action plans that focus on increasing success and completion rates and to eradicate disproportionate impact (DI) gaps (e.g., award completion, persistence, course success, retention, career exploration, onboarding, and recruitment)
3. Coordinate and facilitate with other FDCs and the Office of Institutional Effectiveness an annual college-wide data summit

Eligibility and Desired Qualifications

1. Commitment to serve two years as their School's FDC (includes training period).
2. The position is open to all faculty in their School.
3. Familiarity with and commitment to Guided Pathways at MJC **[insert hyperlinks]**

Preferred Qualifications

1. Previous work as a Faculty Point Person or other Guided Pathways work at MJC (cannot serve concurrently as a Faculty Point Person)
2. Equity-minded and student champion

3. Comfort working with and interpreting data materials
4. Desire to be a good ambassador of their School and a proponent of data tools/data-informed decision making
5. Ability to see beyond the limitations of data
6. Ability to work collaboratively and collegially
7. Basic familiarity with Excel (or willingness to be trained)

Application Procedure

Interested faculty need to complete an application that addresses the required and desirable qualities noted above. **[insert link to fillable pdf or Google Form]** The Academic Senate President will confer with the Vice President of Instruction and the Guided Pathways Steering Committee to appoint.

Application due by:

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