



LIT: Teaching and Learning Center

Instruction

Vision/Narrative

The Teaching and Learning Center move was completed in the fall of 2011. The computers and software were last updated in the summer of 2014. A yearly budget has not been established for the TLC which makes it difficult to maintain existing technologies and purchase and showcase new and innovative technology. Current maintenance and purchasing has been done mostly through grants and a little funding from the Distance Education program budget, as the two do have some overlap.

The Center also does not have a designated staff member faculty and staff can turn to for their training needs. Currently these needs are being covered by stretching the job duties of the Distance Ed staff. As the success of the TLC grows, so does the need for additional staffing.

To support professional development; the growing needs of distance education instructors and information competency, a FT faculty support position, responsible for developing and delivering information literacy curriculum, instructional design and other professional development activities facilitated by the TLC, needs to be hired. As teachers have access to the support and training, this will translate into new and innovative ways of teaching and learning and benefit our students.

Our students demand faculty have a virtual presence these days. As more and more instructors move some, if not all of their curriculum materials online, the college will want to ensure the quality experience the student is having with the curriculum. Innovative educational technologies will need to be tested, introduced and supported. A minimum budget needs to be established in order to purchase and maintain showcase technology in the TLC.

Feedback from Supervisor / Dean

What are the best practices/models for a TLC? What training are faculty requesting? What would be the role of the Inst Tech librarian position? (There is no detailed description of the role and responsibilities of that position)

How are faculty currently supported who need to tape a lecture, etc? How would this differ from the videos done elsewhere on campus?

Your SLO regarding a needs assessment is very good. Why is the Professional Development committee work important to the TLC? Do you bring faculty input to the committee or what is the vehicle for determining what faculty need, want, and what is a global objective of the college? For example, why is information competency important in Teaching and Learning for the faculty? More info related to your specific goals would be helpful.



Program Objective 1: Provide space and equipment for recording short lectures and video content.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2016-17

IEC Program Review:

No: The TLC has undergone an IEC review. However, according to a fall 2017 faculty satisfaction survey and a student survey, they indicate that video and audio content is becoming an expectation for a high-quality, modern online class.

A dedicated space & the proper equipment will allow the TLC to both train instructors on the current technology as well as produce course-ready content on the spot.

Progress:

No- None -

Activity 1: Equipment to create a recording space in the Teaching and Learning Center

Personnel Request - *none*

Non-Personnel Request

Specific Item(s) Needed	Amount Requested (\$)	Fund Source / Type
LED light kit with Stands	\$ 250.00	Instructional Equipment / One-Time
MIcrosoft LifeCam Studio	\$ 50.00	Instructional Equipment / One-Time
Clip on Microphone for MAC and PC	\$ 50.00	Instructional Equipment / One-Time
Samson Q2U Recording Pack	\$ 60.00	Instructional Equipment / One-Time
Impact Background system with Curtains	\$ 220.00	Instructional Equipment / One-Time
<i>Total Requested</i>	<i>\$ 630.00</i>	

Rankings:

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Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



Program Objective 2: Provide instructional technology training, information literacy curriculum development and delivery, and support for the professional development needs of faculty and staff through the Teaching and Learning Center.

Strategy and Goal(s):

Strategy #2: Improve student services and enhance curriculum and programs in order to help students meet their educational, career, and personal goals.

Goal #3: Develop professional development activities for faculty to improve quality of teaching and curriculum for basic skills, career technical, and transfer courses.

Strategy #4: Recruit and develop staff to foster success for our diverse students in their attainment of educational and/or career goals.

Goal #4: Determine the needs and scope of a Professional Development Plan for all employees

IEC Program Review:

Yes, this Objective is based from the last IEC Program Review.

Progress:

No: 15-16: Nothing has changed since the last update. Budget and at least part time instructional technologist position needed.

The DE Department is still using it's staffing to support the TLC. However, a student worker has hired and has relieved DE staff of some of the technical support and office duties.

Activity 1: Fund an Instructional Technology Librarian faculty position (Information Competency).

Personnel Request

Job Classification	Quantity	FTE	Amount (\$)	Fund Source / Type
Faculty	1	100%	\$ 85000.00	General Fund / On-Going

Non-Personnel Request - *none*

Rankings:

Ranker	Comments	Rank
Dean		



Vice-President		
Budget Committee		
President's Council		