ACADEMIC SENATE – 2nd Reading – FEB. 6, 2014 – APPROVED AS CORRECTED

VVC DE Faculty Certification Requirements:

1. Instructors with DE teaching experience earn VVC certification as follows:

- Provide *to the Distance Education Coordinator* documentation of successful DE teaching experience that includes at least 5 class sections within the last 3 years using an LMS, preferably Blackboard.

2. Instructors who do not meet the DE teaching experience requirement indicated under #1 above earn VVC certification as follows:

- Provide documentation of completion of the five-part "Effective Practices in Online Teaching & Learning"* training offered August and January as part of the MSJC Academy (5 x 3.5 hours = 17.5 hours), *or*
- Provide documentation of completion of the @One Online Teaching Certification Program http://www.onefortraining.org/certification (5 courses + practicum), *or*
- Possess a certificate of completion in online teaching from a reliable institution approved by the ~~Shared Governance Distance Education Committee~~, *Academic Senate or their designee, or*
- Complete the VVC DE Instructor Training Course, if offered, consisting of LMS training, training in DE pedagogy, and consultation with a DE faculty mentor during development of a DE class.

3. The Academic Senate and the Shared Governance Distance Education Committee recommend that all VVC DE faculty participate in at least one professional development activity related to DE during each academic year.

*Effective Practices in Online Teaching & Learning series:

1. Discovering the Real World of Online Teaching
2. Essential Elements of Online Course Design
3. Designing Online Lessons and Units
4. Defining and Developing Interactivity
5. Communication, Discussion and Sanity while Teaching Online