



Planning and Evaluation Tracking

College Year: 2010-2011

Division of: Center for Teaching/Learning

Person Responsible: Patsy Lemaster

Department of: eLearning

Person Responsible: Patsy Lemaster (eLearning staff)

Purpose Statement:

To assist course developers with using technology to deliver quality instruction at a distance.

- a. Dual Credit Faculty/Best Practices
- b. Faculty Performance Reviews/Best Practices
- c. eLearning Assessment/Best Practices

Goal Statement #1:

DL Strategic Plan: Deliver instruction and services using technology to improve effectiveness, efficiency, and convenience for students, faculty and staff.

Objectives/Outcomes (including assessment tools and standards):

- a. Dual Credit Faculty/Best Practices: After completing training offered by CTL and targeted to dual credit instructors and facilitators teaching courses with online components, 50% of these dual credit faculty will have at least 5 instructional design or pedagogy techniques into their course based on an assessment by the eLearning staff using the Best Practices form.
- b. Faculty Performance Reviews/Best Practices: After completing training, Division and Department Chairs will include review of Best Practices for course content and delivery beginning with faculty performance reviews in Spring 2010.
- c. eLearning Assessment/Best Practices: After completing training offered by CTL targeted to those who need assistance with support for AC Online and course development, 70% of the faculty and instructional staff who complete this training will have implemented at least 5 instructional design or pedagogy techniques into their courses based on an assessment by eLearning staff using the standards of Best Practices.

Results:

- a. Dual Credit Faculty/Best Practices: Assessments are unavailable. Faculty Senate questioned the incorporation and use of the Best Practices criteria as developed by faculty peers throughout 2008-2009.
- b. Faculty Performance Reviews/Best Practices: Assessments are unavailable. Faculty Senate and the members of the Faculty Evaluation Committee for 2009-2010 questioned the use of

Best Practices criteria as developed by faculty peers and committees, including members of the Faculty Evaluation Committee throughout 2009-2010.

- c. eLearning Assessments/Best Practices: Informal assessments reflect best practices goals being achieved; however, the document has not been officially endorsed with exception of use in the reviews being conducted for faculty receiving stipends for online course development. Assessments of best practices among such courses reflect 100% are using standards of Best Practices.

Use of Results (including improvements and revisions):

Analysis:

- a. Dual Credit Faculty/Best Practices: This objective will be reviewed and modified, as needed, for 2010-2011. With new leadership, Best Practices assessments as originally identified within the DE Strategic Plan will be revisited and reassigned as determined.
- b. Faculty Performance Reviews/Best Practices: This objective will be reviewed and modified, as needed, for 2010-2011 as directed by the incoming VP, Deans, and members of the Faculty Evaluation Committee for the coming year.
- c. eLearning Assessments/Best Practices: The retention of this objective will be determined by decisions made related to the use and incorporation of procedures for assessing Best Practices within online courses developed. Tracking for best practices for new course being developed for online classes for which stipends are rewarded will continue to be monitored throughout 2010-2011.

Plan of Action:

The plan of action for the objectives above will be dependent on decisions related to the use and adoption of the Best Practices instrument as created by the faculty committee throughout 2009-2010. When decisions are made, objectives within the DE Strategic Plan and related PETS will be revised as directed.

***This goal/objective will be retained for reporting in the combined PET tracking instrument for CTL for 2010-2011.**

Goal Statement #2:

DL Strategic Plan: Research and develop online resources to impact student enrollments and community development in the Texas Panhandle.

Objectives/Outcomes (including assessment tools and standards):

- a. External Technical Training: In conjunction with the Coordinator of External Technical Training, eLearning will assist with completion of development of the pilot project funded by Amarillo EDC for online training modules by June 2010.
- b. Continuing Education/WFD Training: Using research and recommendations from the WFD Division, eLearning will assist with the development of online resources as identified for continuing education certifications, programs, and certificates.

Results:

- a. External Technical Training: Two pilot projects funded by Amarillo EDC for online training modules were initiated. Landfill Management and Compliance is in development. The MicroFour Online Training Modules are on hold until the government moves and finalized their process.
- b. Continuing Education/WFD Training: This objective is not yet achieved although discussions are being conducted to develop specific courses in continuing education in the area of Criminal Justice currently.

Use of Results (including improvements and revisions):

Analysis:

- a. External Technical Training:
 1. **Certification Course for Landfill Management and Compliance**

Currently Dr. Paul Baumgartner is about 75% done with the draft of a 16hr pilot course to be certified by TCEQ (Texas Commission on environmental Quality). TCEQ needs to sign off on the course before AC can offer it.

 - a) Course development completion: Sep 2010
 - b) AC course approval and submission to TCEQ: Oct 2010
 - c) TCEQ approval (estimated 3 months): Jan 2011
 2. **MicroFour Online Training Modules**

Brett Taylor, President of MicroFour is still working through the governmental requirements before a definitive process can be established for online training. MicroFour can't proceed with this project until the Government Agencies responsible establish rules and procedures. To date, the Government has not met the necessary milestones to begin work. Estimated time for completion of the Government portion is end of 2010.

 - a) Course development completion: On hold
 - b) AC approval: On hold

- b. Continuing Education/WFD Training: In the effort to achieve this objective, a new faculty position has been created to be dedicated specifically to the area of continuing education and Workforce Development Training.

Plan of Action:

- a. External Technical Training: This objective will be eliminated from CTL PET for 2010-11. Progress will continue to be monitored and reported through the DE Strategic Plan.
- b. Continuing Education/WFD Training: This objective will be eliminated from CTL PET for 2010-11. Progress will continue to be monitored and reported through the DE Strategic Plan.

***This goal/objective will be eliminated from reporting in the combined PET tracking instrument for CTL for 2010-2011. Assessments will continue internally and reported with data for the Distance Education Strategic Plan.**