

FLORIDA COMMUNITY COLLEGE AT JACKSONVILLE

CLASSROOM PROFESSOR CERTIFICATE PROGRAM and ADJUNCT CLASSROOM PROFESSOR CERTIFICATE PROGRAM*

March 13, 2006

PURPOSE and SPONSORS

This program has been developed to provide faculty development opportunities which facilitate optimum student learning in face-to-face and blended courses. The program is sponsored by the Center for the Advancement of Teaching and Learning, the Office of Organizational Learning Services and Florida Community College University (FCCU).

REFERENCE

The program is based on established research, theory and best practices in higher education learning, motivation and technology.

ELIGIBILITY and CERTIFICATE

This special, voluntary certificate program is open only to full time (FT) and adjunct faculty. It is concerned with facilitating faculty skills in developing and teaching face-to-face and blended courses. The training is both face-to-face and online. The program requires a commitment of approximately 39 hours of training. In addition, FT faculty must complete 18 hours of mentoring activities and adjunct faculty must receive an Exceeds Standards evaluation approved by the appropriate dean and campus president in order to receive an incentive.

All certificates are valid for a period of five (5) years from the date issued. They may be renewed for additional five (5) year periods upon completion of Certificate Renewal Training, to be developed by FCCU at a later time.

CREDIT FOR PRIOR TRAINING/SKILLS DEVELOPMENT

Training includes the courses listed below. Faculty who have previously completed some of the required courses or who have attained the skills in other ways may receive credit towards the Certificate by presenting appropriate documentation. FCCU will have sole authority to accept or reject requests for credit for prior training. *In no case will credit be awarded for the mentee or mentor online experience requirements for FT faculty.*

*Formerly the Adjunct Faculty Development Program

TRAINING PROGRAM/COURSES

Training programs are provided each fall, spring and summer terms and are listed in the FCCU online catalog of courses (see www.fccj.edu/fccu). Training includes the courses listed below, which provide skills in face-to-face and blended classroom course development and teaching, training in online platforms supported by the College, knowledge and skills in applying the results of learning and motivation research to blended courses (pedagogy/andragogy), and mentored learning experiences. Faculty must have received training (or demonstrate working knowledge) of Word, PowerPoint and Outlook before applying for this program.

Classroom Management—9 hours (three face-to-face sessions).

Session I: Community College Demographics: Who are our students?

Surviving Day one

Classroom Management—case studies, due process/grievance procedures, handling emergencies, course syllabi

Breakout Sessions—Separate sessions for FT and adjunct faculty

Session II: Motivational Theory and Practice

Cooperative Learning Awareness

Breakout Sessions—Separate sessions for FT and adjunct faculty

Session III: Student Success/Retention: Project Renaissance

Classroom Assessment Techniques

Breakout Sessions—Separate sessions for FT and adjunct faculty

Pedagogy—12 hours (online). “Developing Interactive Blended Courses” emphasizes improving face-to-face classes through uses of learning and motivation research and theory and technology—especially the Internet—with resulting reduced seat time in the classroom setting.

Blackboard—12 hours (online). Online platform for mediating discussions, etc.

Capstone--Creative Course Design and Teaching—6 hours (face-to-face). This course provides faculty with an orientation to the resources available through the College to support course design and teaching. It covers the services provided by the following areas: Libraries, Learning Centers, Assessment Centers, Professional Development, Organizational Learning Services, Virtual College, ARTEMIS and Human Resources. *Persons enrolled in the Certificate program must have completed or received a waiver for all other program training courses PRIOR to completing the Capstone Course in order to receive credit for it.*

ADDITIONAL REQUIREMENT, FT FACULTY ONLY

Mentored Learning Experience—9 hours mentored classroom/blended teaching experience.

Serving as Mentor—following serving as a Mentee, FT faculty serve as a Mentor for 9 hours during one term for other FT faculty who are completing the unit leading to the Certificate.

INCENTIVES

FT Faculty

1. FT faculty who have completed all program requirements will each receive a certificate at an awards luncheon to be held semi-annually.
2. The campus academic department of the FT faculty member who has received a certificate will receive a \$500 Credit Award—to be used for any of the following pertaining to their academic field or online learning: software; books; attendance at professional conferences; costs of professional development outside FCCJ; or costs of experimental educational projects.

Adjunct Faculty

1. Adjunct faculty who have completed all program requirements will each receive a certificate at an awards luncheon to be held semi-annually.
2. Upon program completion, adjunct faculty who receive an Exceeds Standards evaluation approved by the appropriate dean and campus president will also receive an increase of \$15 per workload unit above the currently approved amount.