



IMPERIAL VALLEY COLLEGE

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February 13, 2013

Susan B. Clifford, Ed.D.
Vice President
Accrediting Commission for Community and Junior Colleges
10 Commercial Boulevard, Suite 204
Novato, CA 94949

Dear Dr. Clifford:

This document is a response to your letter dated November 20, 2012. In that letter, you responded to the revision of our Imperial Valley College Distance Education Substantive Change Proposal. Specifically, you wrote:

"The request for the Distance Education programs was also approved pending additional information on pedagogy training for faculty."

Attached is a succinct overview of our scheduled pedagogy training for online education at Imperial Valley College.

The college is taking a fresh approach to online education. IVC has adopted a new Course Management System—Blackboard Learn 9. We deployed this CMS for the first time in the summer of 2012. Prior to Blackboard, Etudes was our CMS. We initially deployed Etudes in 2004 and were successful in growing our DE program on that learning platform. When we adopted Blackboard last summer, however, the experience was a real "game-changer."

Consequently, now we have decided to look at all our DE courses as new courses. Courses formerly taught via Etudes have to be exported to Blackboard (and there is no easy export command since Etudes maintains a proprietary control over files on their servers). Further, any new courses created at IVC will now be built using Blackboard, as well. The plan is to take a "build it from the ground up" approach. We are also very conscious of the fact that solid course design, tethered to best practices, is of utmost importance. Technology is technology, but purposeful design in an online course is paramount.

Last semester, we suspended all our online courses, pending redesigning those courses under Blackboard. As the attached template demonstrates, we intend to re-deploy our DE courses in three cycles. (In our last semester with Etudes, we offered 40 different sections.) Starting with 10 classes, we will continue at a conservative pace over three semesters until all 40 courses have been rebuilt.

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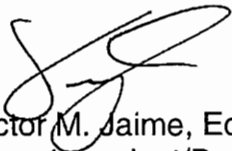
At the same time, we are creating a strong evaluation process. All online courses will have to be approved by a sub-committee of the Curriculum Committee before final approval. All these courses will need to be structured according to comprehensive rubrics and will adhere to nationally accepted best practices.

Training will be provided through a special arrangement with @ONE. After taking a required introductory course in pedagogy and design, all instructors will be required to take four more courses through @ONE. Additional workshops and seminars will be offered on campus on a regular basis. Additionally, the DE Coordinator is now meeting monthly with all San Diego and Imperial Counties Community Colleges Association (SDICCCA) DE Coordinators to further leverage training opportunities.

The plan is to move at a deliberate and purposeful pace, to ensure all our online classes possess the rigor demanded at the college level. Working in concert with our IT Department and with the Title V ATLAS technology training group, the DE Program at IVC will continue to provide our students and our community with a high-quality educational experience.

If you have any questions or would like to discuss this further, please do not hesitate to contact me at (760) 355-6219 or victor.jaime@imperial.edu.

Sincerely,

A handwritten signature in black ink, appearing to read 'V. Jaime', written over a light blue horizontal line.

Victor M. Jaime, Ed.D.
Superintendent/President

c: Kathy Berry, Vice-President for Academic Services

IVC Distance Education 2013-2014: Blackboard-era Plan for Deployment, Evaluation and Training

Deploying online classes (three waves based on demand, transfer, and CTE priorities):

10 Classes	Fall 2013
15 Classes	Spring 2014
15 Classes	Summer/Fall 2014

DE Committee provides oversight for Curriculum Committee:

Oversees new course creation process→	According to new Blackboard era policy
Makes recommendations→	Based on rubrics, best practices, and competencies

DE Coordinator and DE Committee work with VP, Deans, and Chairs on Course Evaluation:

Online Course Evaluation Form→	Emphasizes best practices; included in contract
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DE Coordinator oversees training and certification of online instructors:

Two sessions of customized @ONE training—"Introduction to Online Teaching and Learning"→	Available Spring/Summer 2013
Online faculty responsible for taking four more @ONE courses within three years after completing "Introduction" course→	"Course Management: Blackboard"; "Building Online Community with Social Media"; "Creating Accessible Online Courses"; and, "Designing Effective Online Assessment"

DE Coordinator facilitates local staff development and training for online instructors:

Initiates variety of workshops and seminars for faculty→	Campus hour events and training series
Creates special live training events→	Guest lecturers (local, Region X, state)
Provides regular information on trends and developments in online education→	Weekly newsletter posted on AllUsers
Develops local DE Handbook→	A dynamic guide for teaching online at IVC