

CURRICULUM AND INSTRUCTION SUPPORT CENTER (CISC)

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Instructional Resources

Greenville Technical College (GTC) continually strives to seek innovative new technological resources and to aid instructors in leveraging these resources to achieve effective teaching and learning.

Training will be provided by the Center for Professional Excellence (CPE) and Curriculum and Instruction Support Center (CISC). While pilot programs are continually underway to secure and evaluate new software, services, and devices, faculty have access to campus-wide and limited licenses and recommended free software for use in the development of materials for GTC courses.

Campus-wide licenses - Access and account information to the software listed below is available in the Faculty Resource course in Blackboard.

- Blackboard Ally – a built-in Blackboard tool that measures the accessibility of files in a course. More information may be found in the Blackboard Ally for Faculty (<https://www.softchalkcloud.com/lesson/serve/7JgcTZeo46zB3h/html/>) training modules.
- Zoom – Allows instructors to have a virtual classroom and web conferencing available in each course section.
- SoftChalk – a program that allows instructors to create their digital lessons with interactive learning content and media. The mixture of course content, embedded assessment, and interactivity helps students increase engagement.
- Respondus 4.0– a tool for creating and managing exams that easily imports question sets in the standard MS Word format and fully integrates with the Blackboard e-learning system.

Virtual Proctoring - To be determined -Limited licenses - Access and approval to use the software listed below may be available by contacting the CISC office.

- DriveHQ – works just like a network file server. Instructors can drag and drop files and/or folders using the File Manager to be published for use within their Blackboard courses.

Recommended free software - The CISC staff will assist instructors in accessing the software below:

- ScreenPal – a screen capture program that gives instructors the ability to capture their screen activity.
- Google Drive – cloud storage is available as part of your Google Gmail account.

- YouTube – a popular video-sharing site. Publish videos to your GTC Gmail account. Videos used for course instruction should be published to a departmental YouTube account.

Learning Management System (Blackboard)

GTC uses the learning management system, Blackboard (Bb) for all courses. Blackboard features include discussion boards, electronic testing and assignments, virtual lectures and office sessions, and Gradebook for course delivery. The CISC staff supports instructors by working collaboratively to build courses in Blackboard. All faculty are required to complete training that focuses on Blackboard essentials, Gradebook, assignments, testing, and discussions. This required training is offered in an online format through the Center for Professional Excellence.

Organization and Design Standards for Online and Blended Courses

The development process will ensure that blended and online courses will meet the Quality Matters Rubric standards. After a course is developed and before it is taught, the lead instructor, academic program director, department head/chair, assistant dean, or academic dean will verify that these minimum standards have been met. After a course is approved, it will be the responsibility of the academic program director and/or department head/chair to make sure that courses maintain these minimum standards and meet any additional requirements relating to the quality of instruction and rigor of the program. Greenville Technical College is an NC-SARA (National Council for State Authorization Reciprocity Agreement) institution, and online courses will be reviewed using the Course Design Standards document as part of a program's Academic Program Review process. More organization and design standards will be introduced in accordance with being an NC-SARA participating institution as needed.