

# DUAL ENROLLMENT AND EARLY COLLEGE

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Dual Enrollment and Early College coordinates the College in High School, Career Centers, Charter Schools, and On-Site Enrollment programs. Detailed information can be found on the Early College webpage (<https://early-college.gvltec.edu/>).

Early college students are those enrolled at GTC while earning both college and high school credit. Some early college students attend courses at one of GTC's campuses or in an online course, while others are enrolled in sections (typically referred to as J sections) taught at one of the high schools. Sections taught at high schools are generally taught by an instructor employed at the high school who meets the credentialing requirements of GTC. Some are taught by a GTC employee. Regardless of who teaches a section taught at the high schools, all policies and procedures are the same as those taught online or at one of GTC's campuses.

## Faculty Credentialing

According to SACSCOC (Southern Association of Colleges and Schools Commission on Colleges) Dual Enrollment Policy (<https://sacscoc.org/app/uploads/2019/08/Dual-Enrollment.pdf>), the "instructor of record" has overall responsibility for the development and implementation of the syllabus and for issuing grades. This person must be qualified to teach the course and provide direct instruction for the course. Although most instructors who teach course sections at the high schools are not employees of Greenville Technical College, they must meet the same credentialing requirements of GTC faculty. Refer to the GTC Faculty Credentialing Manual ([https://libguides.gvltec.edu/ld.php?content\\_id=69081703](https://libguides.gvltec.edu/ld.php?content_id=69081703)) for specific credentialing requirements.

## Course Content

Course content, quality, and rigor of like courses, regardless of mode of delivery or location, must be comparable. This includes course learning outcomes/objectives and assessments. The department head and faculty are responsible for ensuring that all courses meet this requirement.

## Blackboard

All courses at GTC utilize the learning management system (LMS), Blackboard. Blackboard is where students will have access to the course syllabus, announcements, grades, links to student resources, and more. GTC offers faculty training on Blackboard and its tools. The Teaching with Blackboard (TwBB) course is offered through the Center for Professional Excellence (CPE). Communicate with your academic program director or department head to plan for this training, which is full of helpful information on using various tools within Blackboard. Additional resources are available on the Curriculum and Instructional Support Center lib-guide (<https://libguides.gvltec.edu/CISC/Blackboard/>).

## Library and Learning Resources

All students (including early college students) have access to library and learning resources. If the high school is the provider of these materials, the department head and faculty must establish the appropriateness of the collections for the courses and programs offered at the high school.

Further, students must have access to regular and timely instruction using the library and other learning resources.

## Academic and Student Support Services

Like learning resources, high school students enrolled at GTC have access to academic support services such as advising and counseling, tutoring, etc. Refer to the college website ([https://www.gvltec.edu/student\\_resources/student\\_support/](https://www.gvltec.edu/student_resources/student_support/)) for additional information.

## Course Evaluations and Classroom Observations

GTC uses Course Evaluations and Surveys software by Watermark for student course evaluations. This allows students the opportunity to provide their faculty with constructive feedback regarding courses. For additional information on the questions in the survey and instructions on accessing your results, visit the Faculty Manual page on course evaluations ([https://catalog.gvltec.edu/faculty-manual/instructional\\_management\\_requirements/course\\_evaluations/](https://catalog.gvltec.edu/faculty-manual/instructional_management_requirements/course_evaluations/)).

Course observations also provide feedback on instructors in the classroom and/or online environment. These observations are made by the department head or academic program director to help ensure the quality of instruction. For additional information, visit the Faculty Manual page on classroom observation ([https://catalog.gvltec.edu/faculty-manual/instructional\\_management\\_requirements/classroom\\_observations/](https://catalog.gvltec.edu/faculty-manual/instructional_management_requirements/classroom_observations/)).