

Develops instructional web and media-based interactive tutorials, demos, training modules for faculty, students, staff, and administration.

Works with a wide range of multimedia software including audio, video, web, animation, and photo to develop materials for online, hybrid, and face to face courses.

Keeps current and makes recommendations on educational best practices, instructional resources, and instructional technologies to support teaching and learning.

2. Explain how this position aligns with and supports the mission and strategic goals of the college.

The position's primary job is to assist faculty in their roles as teachers. This position also supports the following plans:

District Strategic Plan

Supporting Goal #3: Expand program delivery options, including the use of instructional technology to support student learning and scheduling options to accommodate adult learners

3. Expand online classes and programs. Integrate Quality Matters across all online offerings.
4. Expand technology in the classroom and make appropriate faculty training available.

Canada College Educational Master Plan

Teaching and Learning Objective 1.2: assess, evaluate and implement flexible course scheduling options and pathways to accommodate students' needs.

Canada College Strategic Enrollment Plan

A. Enrollment Management Goals

6. Increase the Distance Education course sections, especially in Career Technology and Education (CTE).
7. Increase late-start DE offerings.
8. Offer online certificate and/or degree programs.

C. Student Success Goals

3. Monitor and maintain current College Benchmark (2012/2013) student success rates (63%) in DE courses and initiate research to understand why students are not successful.

Distance Education Strategic Plan

Goal #1: Broaden distance education course offerings to meet the needs of Cañada students.

Goal #2: Develop a community of well--trained DE faculty members

Goal #3: Increase student awareness, retention, and success

3. Explain how adding this position will strengthen the department or division.

Previously the college has had a position of Instructional Designer, which is a faculty position. The position ended with the end of Measure G funding. Having someone available to assist faculty (and staff and students) with technology is essential and they need to be present year round. The faculty position was paid hourly through the summer, which is not sustainable. Therefore, the DEAC is requesting a full-time classified position of instructional technologist.

4. Explain how this work will be accomplished if the position is not filled.

The work is currently being done by paying an adjunct faculty member a limited number of hours a week. Because this does not meet the needs of the college, particularly as we move into the conversion to Canvas, the education offerings using technology will have to be scaled back. This is the opposite of the district strategic plan.

Please submit completed Classified Position Hiring/ Position Justification electronically to the responsible administrator in your division or department.

This position has been reviewed by the department or division and is recommended for hiring.

Dean / Director / Hiring Supervisor

Date