

June, 2018

Dear Instructors,

Welcome to the NBCC Instructor Development Program!

The Instructor Development program is designed to provide targeted, college-wide learning and development opportunities to help instructors enhance their knowledge, learn new skills, improve job performance, and reach their full potential.

To participate in the program, we need to create a student ID number for you in SIMS (Student Information Management System) so that we can track your studies. If you have not already done so, please complete the attached registration form and return it to Kelly Bacon at the Saint John campus. If you wish to scan it, please email it to [kelly.bacon@nbcc.ca](mailto:kelly.bacon@nbcc.ca).

The majority of your learning will be through video conference and Brightspace, but some face-to-face time will be scheduled throughout the delivery of the program. One of those face-to-face sessions will be July 16th for the IDP Launch in Saint John. The three summer sessions which take place from July 16th – August 17th, 2018, are full time study sessions. Courses delivered throughout the academic school year are considered part time studies throughout the appropriate term.

The delivery schedule will be as follows:

IDCF1088 Planning for Instruction July 16th – 27th, 2018

IDCF1091 Assessing & Evaluating Learning July 30th – August 10th, 2018

IDCF1089 Facilitating Learning August 13th – 17th, 2018

IDCF1100 Practicum in Adult Education September 4th 2018 – April 19th 2019

IDCF1090 Managing the Learning Environment April 22nd – June 14th 2019

IDCF 1057 Teaching with Technology June 24th – July 5th, 2019

ANDR1002 Professional Practice July 8th – July 12th, 2019

The necessary textbooks for the courses are *Finding Your Way: A Guide for Adult Educators* by Patricia Cranton and *The Art of Evaluation: A Resource for Educators and Trainers by Tara J. Fenwick and Jim Parsons*. These will be available at the IDP Launch on July 16th at no cost.

Please touch base with your campus contact to confirm the room number for your training and to learn how to use the video conferencing equipment. The contacts are Juanita Gourley (Fredericton), Patti Somers (Miramichi), Amanda Gautreau (Moncton), Betty Tapley (St. Andrews), Kelly Bacon (Saint John), and Tammie Fullarton (Woodstock).

If you have any questions, don’t hesitate to contact myself or Kelly Bacon.

Regards,



Randy Green

Dean, Distributed Learning

NBCC