

LATTC Policy
Instructor Approval to Teach Online and/or Hybrid Courses
Changes Approved by Academic Senate April 11, 2017

Option 1: Instructors Not Currently DE Certified

Complete the following:

1. Complete the @One Introduction to Online Teaching and Learning course.
2. Complete the @One Introduction to Teaching with Canvas course or the current college LMS.

Certificates from the above two courses are presented to the DL committee and the instructor is added to the list of those who are eligible to be assigned a course offered as 100% online or hybrid. No peer review is necessary.

Exceptions are granted on a case-by-case basis for situations where a course similar to and equal to one or the other above courses was taken and a certificate of completion is provided. The college may create a course equivalent to the @ONE Introduction to Online Teaching and Learning if faculty have difficulty enrolling in that course through @ONE.

Option 2: Instructors who are currently DE certified under another LMS

LATTC online instructors must take @One Introduction to Teaching with Canvas course (or another LMS adopted by the college) and present the certificate of completion to the DL Committee to have their DE approval extended to Canvas. No peer review is necessary.

Option 3: Peer Review Leading to a Distance Education Instructor Digital Badge

Instructors who go through a peer-review process demonstrating ability to use Canvas tools to create at least 4 weeks of an online course can be approved to teach online and receive a Distance Education Instructor digital badge. Digital badges provide improved validation of competency as the validation is much more reliable.

The peer-review process is not required to be eligible to teach online or hybrid, but provides more recognition of demonstrated competencies.