



## Distance Education Instructor Certification

Santa Ana College requires instructors to complete all training components before teaching an online or hybrid course as outlined below.

### Phase 1: New instructors must complete training 1 and 2:

Training 1	Training 2
a. Santa Ana College Canvas Training b. Video Creation c. Accessibility Training: All are offered in Canvas in an <a href="#">Online self-paced training</a> providing instructors with information and tools to put into practices during the course of learning online course pedagogy. Specific requirements are located on the <a href="#">Distance Education website</a> .	a. Santa Ana College Online Teaching Certification – Online Education Standards & Practices (OTC-OESP) <ul style="list-style-type: none"> <li>i. Taught online in Canvas, the Online Education Standards and Practices and Santa Ana College introduces educators to designing new courses, improving existing courses, and effectively facilitating online learning using the @ONE Standards for Quality Teaching and the Online Education Initiative’s Course Design Rubric. Participants explore current learning theory and course design, including building a learning community, designing effective assessments, ensuring accessibility, creating and curating course content and apply this knowledge to their SAC courses.</li> <li>ii. Faculty can earn 2.5 CEU’s toward column/step improvement upon completion.</li> </ul> -OR- <ul style="list-style-type: none"> <li>a. Online Education Standards &amp; Practices Certification</li> <li>iii. Completion of the California Community College <a href="#">@One Online Teaching Certification</a> OESP within the last two years from @ONE</li> </ul> -or- <ul style="list-style-type: none"> <li>iv. A California Community College that utilizes the OESP and OEI Course Design Rubric.</li> </ul>

### Phase 2: Current instructors are strongly recommended to complete the following:

- Mentoring from an experienced distance education instructor for at least the first semester and longer if deemed appropriate.
- Continue professional development in online teaching and new technology

Phase 2 can be accomplished through a variety of means including but not limited to:

- Presenting or participating in online learning multimedia courses and workshops offered during Santa Ana College Professional Development Week.
- Participation in conferences, webinars, listservs, forums or workshops related to online teaching.
- Mentoring new online instructors.