

The Center for Excellence in Teaching and Learning

Sandy Philip - CETL Technology Training Coordinator



*Professional
Development for
Faculty and Staff*



Sandy's responsibilities include:

Support growth and development of learning experiences for MATC employees.

- Design, present and maintain technology training experiences for all MATC employees
- Assist with or lead the design of online documentation for application and use of existing systems
- Provide support and lead efforts for the integration of instructional technologies as they evolve. (i.e. Blackboard Mentors, etc.)
- Provide support and documentation for instructional technology designs that will result in efficient and effective processes for faculty and staff training and development.
- Support growth and development of all MATC employees
- Collaborate with CETL staff and others to design and present high quality workshops, convocations, certification courses, trainings etc.

Collaborate with partners in the Center for Excellence in Teaching and Learning in support and development of high quality, innovative, workshops and courses that support the learning of all faculty and staff.

- Serve as project leader for Tech Academy
- Supervise the equipment needs and functionality of the CETL Training Room
- Coordinate the Learning Academy project.
- Serve as co-facilitator of Certification Course #69 – Educational Diversity
- Serve as facilitator of Online Teaching Workshop Series
- Serve as coordinator of Blackboard mentor program

**Sandy Philip - CETL
Technology Training**

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Provide communication and consultation on College wide committees, work teams and task forces as a representative of CETL.

- Serve as CETL contact to Blackboard Users Group and other state-wide organizations as directed.
- Perform needs analysis and apply project management processes to requests for using technology as a teaching tool
- Provide information about CETL services to college community
- Identify and promote best practices in the use of technology
- Promote CETL and its resources (build a positive culture)
- Collaborate and participate in the development of the needs assessment, cost estimates, schedules design, development, testing and delivery of high quality online courses
- Provide communication and consultation on College wide committees, work teams and task forces as a representative of CETL
- Stimulate and reward innovative teaching, delivery, and content
- Collaborate with CETL and college-wide staff to develop training and implementation of streaming video technology

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Sandy's Interests and Background

Teaching College Success

Golf

Bridge

Pottery