



**Faculty Training Program
2008-2020**

Presented by:

The Development and Improvement of Learning Center
through Faculty Training

For:

Office of the Academic Vice-President

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1. CETYS TEACHING ACCREDITATION.

The learning outcomes of the CETYS Teaching Accreditation Program is to verify the mastery levels in teaching performance in five areas: Professional development, Pedagogical training, Technological training, Values training, and Cultural and healthy lifestyle training. Issuing a teaching accreditation implies the previous making of an assessment process, through which the verification of performance evidences and the candidate's knowledge is made. Therefore, it demands from instructors an active role in their training process, disposition for incorporating new and diverse methods and activities to their teaching tasks, be willing to systematically reflect in their teaching performance, and be open to dialog.

It is worth mentioning that the CETYS Teaching Accreditation consists of five areas and each is constituted by a number of requirements and courses, which have to be evidenced; they are not strictly serial, however, it is recommended that new instructors participate in the indicated order of pedagogical training; on the other hand, experienced instructors can begin their training with the course that best suits them.

In addition, instructors who participate in the courses offered by the campuses from 2004 to date can be ratified, as long as the learning outcomes can be evidenced. Courses will be offered in each campus in-site, on-line or both. Figure 2 shows the five areas and the requirements or courses that include the Teaching Accreditation.

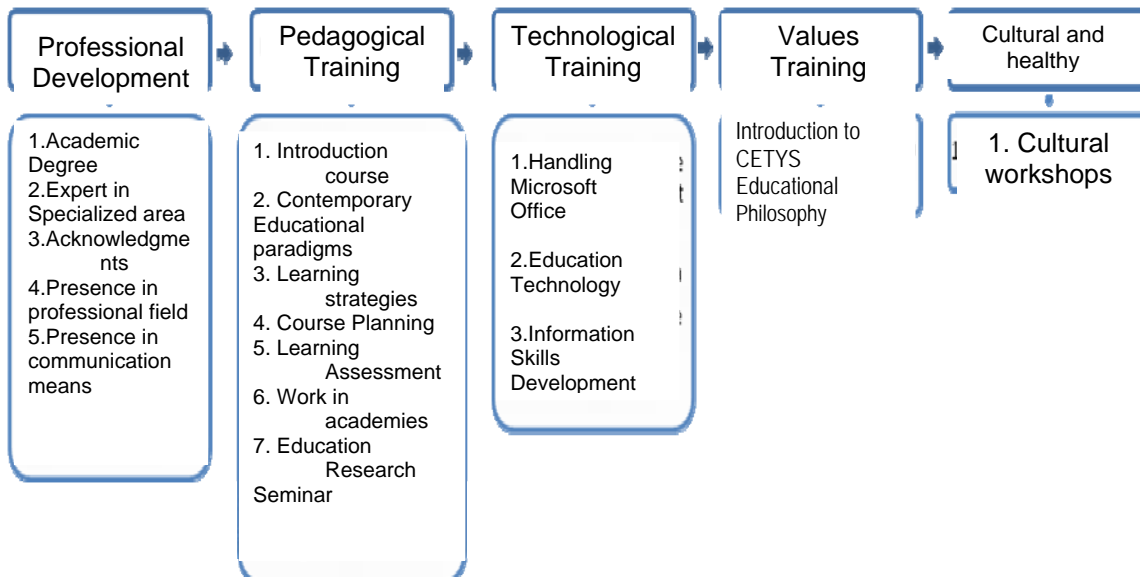


Fig. 2 CETYS Teaching Accreditation Areas

Likewise, CETYS Teaching Accreditation has three levels to obtain the final accreditation. The first area of the accreditation is integrated by the requirements instructors must have and, the rest of the areas are composed of different courses and workshops. Each area and levels are described as follows:

A. Professional Development.

Of the five aspects that integrate it, each has its requirements and these are determined through a faculty diagnostic according to the typology of the CETYS instructor by making a periodical assessment. The requirements that will have to be evidenced for each of the three levels are described as follows, assuming that by achieving level 3, the previous levels, 1 and 2, will already have been proved.

To obtain level 1, instructors will have to prove that they are in the process of obtaining their master’s degree, that they have participated as instructors in diverse trainings and that they have presence in printed means through the publishing of articles, books, etc.

In level 2, instructors must evidence that they have a master’s degree, that they have participated in fellowships with different companies, that they belong to an association of their profession, in addition to participating in radio programs.

Finally, to achieve level 3, instructors must have a PhD, with accreditation in an area of knowledge, in addition to being acknowledged by groups or associations in their specialized area, as well as having participated in some TV program.

B. Pedagogical training.

Instructors must attend a total of 200 hours of course distributed in seven areas, or, prove their knowledge through the evidence of products of each course's learning outcomes.

To achieve level 1, instructors will have to attend the following courses that are equivalent to 70 hours, or, prove their competence:

- Introduction course with a duration of 10 hours, in-site.
- Course: Contemporary Educational Paradigms, with a duration of 20 hours. Description: instructors will evidence through an essay the analysis of the different educational paradigms and the pedagogical implications in higher education; in-site, on-site.
- Course: Learning Strategies, with a duration of 40 hours; in-site. Description: instructors will evidence the application of four didactic methodologies, Collaborative learning, Learning based on problems, Learning based on projects and Case methods, through the documenting of their application in one of their courses and the outcomes obtained by the students. Each methodology will have a 10-hour duration.

In level 2, instructors will have to attend the following courses, which are equivalent to 100 hours, or, prove their competence:

- Course: Course Planning, with a duration of 40 hours; in-site. Description: instructors will be able to design their course according to the learning outcomes, contemplating the aspects in the teaching-learning process.
- Course: Learning Assessment, with a duration of 40 hours; in-site. Description: Work will be done in two 20-hour courses. 1. Assessment Instruments, an alternative where two rubrics will be made (holistic and analytic) and instruments that involve students and classmates; and 2. Learning Assessment, where the design and the outcome of a topic will be presented using learning assessment.
- Course: Work in academies, with a duration of 20 hours. Description: Work will be done in two 10-hour courses, in-site, on-line. The first course will be Academy Work Strategies, where a proposal of working in academies will be made, and the second course is Team Work, where coordinated and solidary work will be done, with a common objective using electronic means.

To obtain level 3, instructors will have to attend the following courses which are equivalent to 30 hours, or, prove their competence:

- Course: Education Research Seminar, with a duration of 30 hours; in-site. Description: Work will be done in two courses, the first one is the use of software as research support (SPS), with a duration of 10 hours, where instructors will show the

application of a research instrument using software; the second course will be an Education Research Seminar, with a duration of 20 hours, where instruments will be made, such as surveys, interviews, etc, and the outcomes obtained will be presented.

C. Technological Training.

To achieve level 3 in Technological Training, instructors will have to attend a total of 180 hours of courses distributed in three areas, or, prove their knowledge through the evidence of products of each course's learning outcomes.

To achieve level 1, instructors will have to attend a course that is equivalent to 20 hours, or, prove their competence:

- Course: Handling of Microsoft software. Work will be done through four courses, in-site, on-line, with a duration of five hours each. With these courses, instructors will evidence an optimal performance of Excel, PowerPoint, Word and others, according to their specialized area.

In level 2, instructors will have to attend a 40-hour course, or, prove their competence:

- Course: Education Technology. Work will be done through two 20-hour courses. New Internet Technologies, where technology, as well as electronic education materials will be used, and Pedagogical Applications in Blackboard, where an optimal performance of at least 8 Blackboard actions will be evidenced, as well as the use of the Institutional E-Portfolio.

To obtain level 3, instructors will have to course a Diploma Program that is equivalent to 120 hours, or, prove their competence:

- Diploma Course: Information Skills Development (DHI), it consists of six modules and the final learning product is that instructors identify the DHI basic concepts and acquire skills for the access, organization, assessment, management, and use of information.

D. Values Development.

To achieve level one in this area, participation in the Introduction to CETYS Educational Philosophy course is required, where the Mission and the institution's values system will be revised, through a 30-hour program, which will be coordinated by the School of Humanities and Social Sciences.

E. Cultural and healthy lifestyle development.

To achieve level one, as in the previous point, participation in one of the cultural workshops that the Human Resources Department offers is required, with an approximate duration of 20 hours, depending of the workshop.

In conclusion, to achieve CETYS' Teaching Accreditation, instructors will invest 430 hours in training in the following areas: Pedagogical Training, Technological Training, Values Training, and Cultural and healthy lifestyle training, in addition, in the Professional Development area, they will prove the evidence of five aspects. Table 1 shows the distribution of hours per area and by levels.

Table 1. Distribution of hours per area and by levels.

| | Hours per area | | | | Total |
|-----------------------------|----------------|---------------|--------|----------|-------|
| | Pedagogical | Technological | Values | Cultural | |
| Level 1 | 70 | 20 | 30 | 20 | 140 |
| Level 2 | 100 | 40 | 0 | 0 | 140 |
| Level 3 | 30 | 120 | 0 | 0 | 150 |
| Total hours per area | 200 | 180 | 30 | 20 | 430 |