



Center for Excellence in Teaching & Learning

Annual Report



July 1st, 2022 - June 30th, 2023



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"Stay inspired. Never stop creating."

"Diverse people stacking hands together" by Rawpixel Ltd is licensed under CC BY 2.0.

ABOUT US

CETL at Reynolds Community College promotes the values of quality in teaching and learning, supports faculty in their development of instructional and professional skills, and delivers training programs that assist in strengthening the strategic priorities of the institution.

CONTACT US

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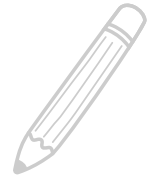
OUR MISSION

Through Reynolds resources, courses and practices, we empower teachers and learners to become successful, equity-minded collaborators.

OUR VISION

Inspire passion for lifelong learning among our Reynolds community and beyond.

Meet Our Team

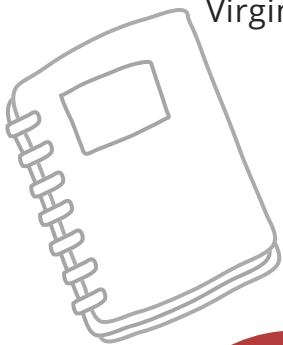


C.J. Bracken

He | Him

Coordinator of Instructional Design and LMS Administration - 15 Years

C.J. has worked a total of 17 years with the Commonwealth of Virginia!



Kevin Pruyn Bouley

He | Him

Training & Instruction Manager - 5 years

Kevin can be found outdoors with a DSLR in hand, in a kayak on the James River, or brewing his next batch of homebrew.



Danielle Leek

She | Her

Dean of Online Learning and Instructional Excellence

- 1 year

Danielle's first job was at a Dairy Queen!

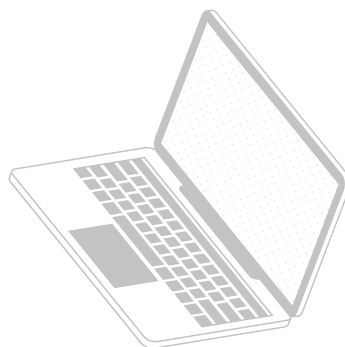


Jess Gray

They | Them

Administrative Assistant - 3 years

Jess is a birth doula and mental health advocate!



Cari Williams

She | Her

Administrative Assistant - 1 year

Cari is an aspiring Herbalist, who makes natural medicines and tea blends for her family and friends.

97 Faculty & Staff

participated in 43 CETL
sponsored events and activities
that were curated to empower
our community to learn and
grow.



New Faculty @ Reynolds

At the beginning of each semester, it is CETL's duty to reach out to Reynolds's Deans and Program Heads to remind them of our New Faculty onboarding process. CETL works directly with Academic Deans to ensure new faculty have an understanding of teaching tools with an Intro to Canvas, Canvas Grades, and Zoom - all online. New faculty are also added to CETL's Canvas courses (Faculty Learning, Intro to Teaching, and the newly created Canvas Essentials asynchronous course), in Canvas so they can continue to grow throughout their time at the College.



83%* OF NEW FACULTY HAVE USED A CETL RESOURCE IN THEIR FIRST SEMESTER.

*This number is calculated from the total of faculty who participated in CETL's Canvas courses throughout the semesters



Student Feedback

"This course was very informative and interactive. I love how I was given an introduction, example, and the ability to perform the tasks. I also enjoy that I am provided with troubleshooting tips and helpful links."

"I think the course overall was great and informative."

"None, the system is very straight forward / user friendly."

NEW STUDENTS @ REYNOLDS

Digital Learning @Reynolds was created by the CETL Team in Summer 2021 and piloted in Fall 2021. This digital learning experience is intended for new students at Reynolds to learn about using Canvas and other digital learning tools at the College. It is not a required course, and students are not required to complete the materials, but students who participate in the course tell us that they find the experience very helpful! When students complete the survey at the end of the course, they automatically qualify for a Follette gift card to use at our Bookstore!

223*

STUDENTS SUBMITTED FEEDBACK ON COURSE



*Combined from Summer 2022, Fall 2022 and Spring 2023

REYNOLDS INTUNE

During the week of August 15 - 19, faculty and staff attended a series of Professional Development activities in preparation for the start of the fall semester. There were a variety of offerings including open education resources, upcoming fall opportunities, Canvas templates and course design topics, HyFlex classroom training, student learning assessment, and more. Several of these sessions were recorded and are now available online to view. These can be found on the Reynolds InTune website.



EXAMSOFT

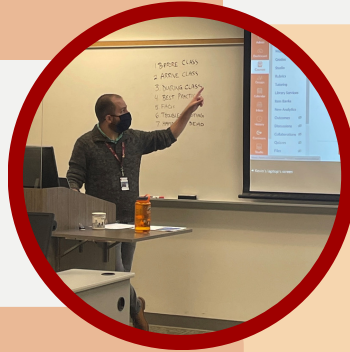
Designed for nursing students, ExamSoft is an assessment platform that replicates the NCLEX experience. Studies have shown that Nursing students who use ExamSoft do substantially better on the NCLEX. In collaboration with the Library and Department of Technology, CETL managed ExamSoft onboarding and training and continues to provide support to the nursing program at Reynolds.



Programming Highlights

HYFLEX

With 24 HyFlex classrooms, 19 faculty trained, and 1107 students enrolled; HyFlex classes continue to connect students enrolled in in-person and live online courses through state-of-the-art technology to promote digital learning and engagement.



QUALITY MATTERS (QM)

A QM-Certified Course is an online or blended course that has met QM Standards for a QM Rubric in an Official Course Review. Once certified, instructors can display the QM Certification mark to demonstrate their commitment to quality and continuous improvement.

ACCESSIBILITY PART 1 & PART 2

These sessions serve as an introduction to the topic of accessibility with an emphasis on what it means to create accessible course materials. Part 2 offers a deeper dive into the topic, and includes the overview of accessibility, information on creating accessible hyperlinks, accessible PDF's, and more!

REGULAR AND SUBSTANTIVE INTERACTION (RSI)

The U.S. Department of Education requires that all online courses for which students may use Title IV funds (federal financial aid) “ensure that there is regular and substantive interaction between students and instructors.” The CETL Team created an asynchronous course that takes 5 hours to complete. Faculty earn a digital badge for completion; this is the first "digital badge" available through CETL!

ONLINE LEARNING CONSORTIUM

Reynolds is now a member of the Online Learning Consortium (OLC). Faculty and staff participate in OLC workshops & seminars to learn about great practices for online teaching. Recent topics include:
Using YouTube for Teaching and Facilitating Online Group Work.



EQUITY READING GROUP (ERG)

Reynolds launched our Equity Through Action intentional approach that requires organizing ourselves to be better educators. Danielle Leek founded the ERG where faculty members are able to read and summarize books that center on the history of education, equity, and racism. They meet once a month to discuss readings and findings. There's an open dialogue that aids in the understanding and implementation of equity in our classes. Andratesha Fitzgerald, author of Antiracism and Universal Design for Learning, visited with members of the reading group to discuss her book last Spring.

Programming Highlights

CANVAS ESSENTIALS

CETL offers Canvas Essentials training. It is an asynchronous course, that covers an introductory overview of Canvas, and how it is used at Reynolds. While this course is optional, it is offered to interested faculty who wish to participate in additional learning about Canvas. Deans and Program Heads may wish to use this course as an optional tool to assess faculty proficiency in Canvas.



DESIGNPLUS: DESIGN TOOLS FOR CANVAS

DesignPLUS for Canvas is (a course design toolset) that CETL acquired in 2019 to support faculty in the design of their courses, and we began offering training sessions in the fall of 2022. DesignPlus enables you to painlessly build and style high quality content in your course which would help significantly cut the time it takes to develop a course in Canvas.

NEWSLETTER

CETL launched the Teaching & Learning Corner newsletter in the Fall of 2021. Topics include professional learning opportunities, Canvas tips, a faculty spotlight, and other relevant content pertaining to teaching and learning. [Newsletter Archive](#)



COMMUNITY ENGAGED FIELD TRIP

Danielle Leek coordinated with the Boys and Girls Club of Metro Richmond Teen and Community Center, CHAT, The Front Poarch Cafe, and The Kitchens which allowed faculty to learn more about the community we have surrounding Reynolds.

REYNOLDS INTUNE

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O'DONNELL LEARN - FRAMING AND CHUNKING COURSES

How instructors present information to students, influences the way they engage with the material. We have learned that providing the framing language explaining the weekly modules, activities, and assignments, helps students focus on the points that you feel are most important, and puts the material into context with the course. Chunking videos promotes engagement with the information in easily manageable segments. Slides were provided for future use to all who attended.

IT'S ALL ABOUT Our Impact

Canvas Support

Over the last three semesters, CETL has worked hard to support our faculty's preparation before the semester started. Take a look at some of our stats:

* 3,229 Canvas course sites created:
511 - SU22
1420 - FA22
129 - SP23

* 284 Canvas course combined:
44 - SU22
136 - FA22
104 - SP23

*Numbers are combined from each semester listed.

O'Donnell Learn

We currently have 16 more faculty completing our Course Design Project. They will be set to finish by Fall '23, and will be able to deliver these techniques to students for Fall '23, and Spring '24.

Two faculty have been pushing the limits, so that they will be able to have their courses ready by Summer '23.



Regular and Substantive Interaction (RSI)

51

Faculty members have completed the RSI Workshop since Summer 2021.

Onward + Upward

CIDI LABS PROJECT

Two years ago, CETL acquired and started using a new design software called Cidi Labs. CETL staff completed training with Cidi Labs to transform the master blueprint for Canvas course sites for Canvas classes to improve the function and visual experience for Reynolds students. We launched the new blueprint in Fall 2022, along with new templates that faculty could use to quickly design high quality pages for their own courses!

*The picture below is a preview of what the latest design layout will look like!



**WE REIMAGINE THE WAY
LEARNING HAPPENS.
WITH YOU.**

ONLINE COURSE DESIGN PROJECT

The Online Course Design Award Program was launched in February 2022 to support faculty who were forced to make a rapid transition from face-to-face teaching to offering an online course during the pandemic.

Ten outstanding faculty who received these awards are working with CETL, Reynolds Librarians, and a team from O'Donnell Learn, one of the country's premier instructional design companies, to engage in a full redesign of one of their courses for online asynchronous delivery. Reynolds was one of the only campuses to be partnered with Brett Christie, PhD, O'Donnell Learn's Vice President of Learning Design and Inclusivity. Christie is internationally recognized as an expert in applying Universal Design for Learning as a strategy to increase equity and student success in online classes. Faculty will complete their course redesigns in Fall '23, and students will experience these new courses in Fall '23 and Spring '24.



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[CETL Website](#)