



Certification Learning Activities 2013-2014

FORMAT

Independent study with individual or group projects, optional small group interaction, etc. You and your facilitator will work together to decide what format works best for you. The learning activities are designed to be offered in three parts: Blocks A, B and C. They are "Pass"/"Fail", not letter grades.

COST

NTC Employees: \$150 for one learning activity which meets a complete certification requirement; for example #50, #51, #52, #53, #54, #55, #58 or #69. (Each block of A, B or C costs \$50.) This fee includes course materials. Any resource books or tapes are available at no cost through the Northcentral Technical College library.

Other Students: \$200 for one learning activity which meets a complete certification requirement; for example #50, #51, #52, #53, #54, #55, #58 or #69. This fee includes course materials. Any resource books or tapes are available at no cost through the Northcentral Technical College library.

Upon successful completion **Northcentral Technical College employees** receive a refund of 50% for full time and 100% for adjunct faculty. **There will be no refund for non-completers.** Employees of other technical colleges may take the NTC learning activities at a fee of \$200; however the refund is limited to Northcentral Technical College employees.

TO REGISTER

Mail your payment and the completed registration form to:

Northcentral Technical College
Dianne Carroll - Mail Stop WW
1000 W. Campus Drive
Wausau, WI 54401

NON-CREDIT

For Wisconsin Technical College System certification purposes only, each complete activity (3 blocks) is equivalent to a two-credit requirement. **These are non-credit courses.**

****LENGTH OF TIME FOR COMPLETION**** Deadline for completion is within the semester of registration **UNLESS OTHERWISE NOTED BY YOUR FACILITATOR. CHECK COURSE INFORMATION IN BLACKBOARD.**
**IF THE ACTIVITY IS NOT COMPLETED WITHIN THE SEMESTER,
THE REGISTRATION FEE WILL BE FORFEITED AND YOU WILL BE DROPPED FROM THE COURSE.**

FALL=August 26 - December 17, SPRING=January 27 - May 23, SUMMER= June 1 - July 31

****Please note: During the NTC College Shut Down weeks in December and July your facilitator may be unavailable.**

For more detailed calendar information, check the **Campus Calendar** at the NTC Website: ntc.edu

#50 - Curriculum and Course Construction

Facilitator: Bonnie Osness (715) 675-3331, ext. 1472

CERT50A - Designing Courses

CERT50B - Creating Learning Strategies, part 1

CERT50C - Creating Learning Strategies, part 2

The activity focuses on the planning, organization and construction of course content. You will analyze the program construction process, write competencies, select curriculum materials, and plan a lesson.

#51 - Technical and Adult Education in the Wisconsin Technical College System

Facilitator: Larry Kind (715) 623-7601, ext 7705

CERT51A - Wisconsin and the Local District

CERT51B – Program Development, Funding
and Collaboration with Other Agencies

CERT51C - Issues and Trends

This certification learning activity introduces students to the history and philosophy of the Vocational Technical and Adult Education system. Participants explore the system from a national, local and state perspective, review the legal responsibilities of Wisconsin Technical College System Districts and the State Board, and analyze current issues impacting Wisconsin.

#52 - Teaching Methods

Facilitator: Mary LeBrun (715) 675-3331, ext 1849

CERT52A - Basic Presentation Skills/Strategies/Techniques

CERT52B - Basic Teaching Methods

CERT52C - Advanced Teaching Methods

Prepares participants to create a performance-based instructional environment that helps learners maximize learning. Participants will develop or enhance skills to promote active learning by using varied instructional methodologies.

#53 - Educational Psychology

Facilitator: Suzanne Ghrist-Priebe (715) 675-3331, ext 1835

CERT53A - Basics, Learning Process, Motivational Theory

CERT53B - Retention, Transfer of Learning, Reinforcement

CERT53C - Individual Differences Application,
Educational Domains

Apply educational/psychological principles to the learning process to provide a basis for the improvement in the instruction and learning of adults and to analyze the impacts of age and individual differences on the learning process when presented with human behavior and teaching situations or learning situations.

#54 – Educational Evaluation

Facilitator: Paul Clarke (715) 675-3331, ext 1481

CERT54A – Planning for Assessment

CERT54B – Developing Assessment Tools

CERT54C – Using Assessment for
Continuous Improvement

This course is centered around the skills vocational teachers need to evaluate student progress in the classroom and laboratory. Participants will construct or select and administer student evaluation measures and interpret achievement or performance levels to provide a basis for the improvement of instruction and learning and for assigning grades in competency based vocational education.

#55 - Guidance and Counseling

Facilitator: Jeff McDonald (715) 675-3331, ext1742

CERT55A - Developmental Guidance and Counseling Process

CERT55B - Role in Advisement and Facilitating Counseling

CERT55C - Structure and Resources

Prepares you to assume an effective and appropriate role in meeting the guidance and counseling needs of learners. Participants differentiate the guidance and counseling services provided by professional counselors from the guidance and counseling needs appropriately met by teachers and other educators. Emphasizes the development of guidance and counseling skills such as detecting barriers to learning, referring learners to support services, employing intervention strategies, communicating in a learner-centered fashion, supporting the career development process, building learner confidence and self-esteem, resolving conflict, and analyzing legal and ethical implications.

#58 - Leadership and Supervision

Facilitator: TBD

CERT58ABC – Leadership and Supervision

This course prepares practicing or aspiring leaders and supervisors of instructional staff in the WTCS to provide effective leadership of the planning, design, implementation, evaluation, and marketing of learning opportunities and other related services. Emphasis on contributions to a learning college and team environment. Participants evaluate models and share best practices in their leadership role and overall responsibility of coordination of the delivery of quality learner-centered products and services. Participants will differentiate the roles of leader and manager and grow to appreciate followers and their professional and personal growth. Strategies for the optimization of human and financial resources and compliance with laws, policies, and procedures will also be addressed.

#69 - Educational Diversity

Facilitator: Michelle Lindell (715) 675-3331, ext 1733

CERT69A - Diversity Profile and Exploring Cultural Diversity

CERT69B - Promoting Diversity in Your Classroom

CERT69C - Creating a Cross-Cultural Classroom

This self-paced course involves creating a diversity profile of NTC and exploring resources available for diverse student populations; examining personal prejudices and biases; and promoting diversity and cross-culturalism in the classroom

Additional Opportunities and Information:

Wisconsin Technical College System

<http://www.wtcsystem.edu/employment/certification.htm>

<http://systemattic.wtcsystem.edu/certification/default.htm>

Many education courses offered by colleges and universities have been approved to meet a certification requirement. Refer to the WTCS website.

<http://systemattic.wtcsystem.edu/certification/Cert/Renewing/courses/index.htm>