

Faculty & Staff Development



Course Catalog

March 2020
17TH TRAINING SUPPORT SQUADRON
Faculty & Staff Development Flight
Goodfellow AFB TX 76908

FACULTY DEVELOPMENT AVAILABLE TRAINING COURSES

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FOREWORD

1. The following courses are currently available through the Faculty & Staff Development Flight of the 17th Training Support Squadron. Contact information for training requests varies for each course listing. AETCI 36-2642, *Faculty Development and Master Instructor Programs* lists applicable training and timeframes for 17 TRG technical training staff. Training requests should be submitted through each squadron's unit training manager. Additionally, a list of contacts for educational institutions in the San Angelo area is included in the interest of promoting educational and professional development.
2. Read AETCI 36-2642, Attachment 3 for training timelines and requirements.
3. Please direct questions or comments concerning this catalog to the Training Manager, 17 TRSS/TSF, DSN 477-3724.



Michael D. LeMire, GS-13, DAF
Flight Commander, Faculty & Staff Development

ANALYSIS, DESIGN, DEVELOPMENT, IMPLEMENTATION AND EVALUATION (ADDIE)

Course Description: This course provides training for staff and instructor personnel charged with the responsibility of training program development and maintenance. The scope of training includes Instructional Systems Development (ISD) and the development of objectives and tests. With the ISD component, a systemic process is used to analyze, design, develop, and implement training in the most effective and cost-efficient manner. The objectives and tests component includes writing objectives, applying proficiency codes, developing measurement devices, and analyzing test data.

Length: 5 Days (40 hrs)

Prerequisites: None

CCAF Credits: 2 SH

Faculty Development Contact: Ms. Alicia Wilder-Walters
DSN 477-4284

BASIC INSTRUCTOR COURSE

Course Description: The scope of training provided in this course includes fundamentals of teaching, AETC training policy and procedures, the counseling process, and preparation and delivery of formal academic presentations.

Length: 20 Days (160 Hrs)

Prerequisites: None

CCAF Credits: 8 SH

Faculty Development Contact: Mr. Pedro Santiago
DSN 477-4284

COMPUTER-BASED INSTRUCTION (CBI) DESIGNER

Course Description: This course is designed to provide DoD personnel the basic skills and knowledge required to carry out the duties of a CBI designer. The scope of training includes introduction to the CBI process; design of the CBI lesson; CBI authoring with particular emphasis on pre-production, production, post-production; and use of computers as a delivery tool in training program development.

Length: 10 Days (80 Hrs)

Prerequisites: Prior completion of ADDIE

CCAF Credits: 4 SH

Faculty Development Contact: Mr. Hollis Sizemore
DSN 477-3669

TECHNICAL WRITER

Course Description: This course is designed to provide the knowledge and skills necessary for technical writers and developers of technical training material and includes Air Force directives, policies and guidelines, outlining, and practical exercises that require researching, planning, writing, and editing.

Length: 7 Days (56 Hrs)

Prerequisite: None

CCAF Credits: 2 SH

Faculty Development Contact: Mr. Pedro Sanitago
DSN 477-3669

TRAINING SUPERVISOR

Course Description: This course is designed to train faculty personnel who serve in positions such as Instructor Supervisor, Intermediate Supervisor, and Element Chief within a technical training unit. Scope of training includes instructor supervisor position responsibilities; instructor training, recognition, and evaluation; student administration and recognition. Current directives and instructions are used as instructional materials during the teaching-learning activities.

Length: 7 Days (56 Hrs)

Prerequisites: None

CCAF Credits: 3 SH

Faculty Development Contact: Ms. Alicia Wilder-Walters
DSN 477-3669

TRAINING DEVELOPMENT

Course Description: This course is designed to provide trainees with the basic skills and knowledge required to carry out the duties of a training developer and includes applicable Air Force and Air Education Training Command directives and guidelines; roles and responsibilities of the training developer, guidance and practical exercises developing training standards, objectives, and measurement devices, reviewing documentation for developing a Validation Summary, Service Test requirements are identified, and practical exercise on reviewing student feedback and developing a Course Record Set.

Length: 8 Days (64 Hrs)

Prerequisites: None

CCAF Credits: 3 SH

Faculty Development Contact: Mr. Michael LeMire
DSN 477-3531

TRAINING MANAGEMENT

Course Description: This has not been taught at Goodfellow AFB previously. This course is designed to provide trainees with the basic skills and knowledge required to carry out the duties of an AETC training manger. It is currently under development.

Length: TBD

Prerequisites: None

CCAF Credits: TBD

Faculty Development Contact: Mr. Mark Webster
DSN 477-3724

ATTACHMENT 1

COLLEGE AND UNIVERSITY POINTS OF CONTACT

The primary purpose of providing points of contact for local educational institutions is to inform faculty and staff of programs of interest to help meet their educational goals. A myriad of degree granting educational programs are available, ranging from the associate up to graduate programs.

The professional staff at the Education Services Center has course catalogs, guidance counselor assistance, tuition assistance, and other services geared to help students meet their educational ambitions. The Education Services Center is located in building 320 (654-3314 or 654-3315).

<u>College or University</u>	<u>Phone Number</u>
Park University	654-4082
Angelo State University	942-2555
Howard College	944-9585
Southern Illinois University	659-8798