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*i50 Consulting Services*

## Category 3: Planning and Instructional Personnel

### **3.1 - Assessment of Instructional Personnel**

I50 Consulting Services has developed the Instructional Personnel Policy to provide guidance for individuals involved in the design, development, delivery, and evaluation of learning events. The I50 Consulting Services Instructional Personnel Policy resides on the I50 Consulting Services website ([i50consulting.com](http://i50consulting.com)).



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# INSTRUCTIONAL PERSONNEL POLICY

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## Purpose

The purpose of this policy is to ensure that personnel engaged to provide materials and instruct learning events for I5O Consulting Services are competent, credentialed, and knowledgeable of the subject matter.

## Responsibilities

I5O Consulting Services is responsible to obtain competent, credentialed, and knowledgeable personnel involved in design, development, delivery, and evaluation of learning events.

## Policy Statement

Individuals and organizations who serve as instructional designers and subject matter experts must be degree-qualified in the subject area. The requisite knowledge, skills and abilities are typically those centered around the same standards set by regional accrediting institutions to include post baccalaureate education, certifications, and experience. In addition, standardized course development templates (Based on Quality Matter™) and methodology that guide course development processes. Use of this template ensure consistency with accreditation standards, utilization of best practices in instructional design and course development, and a consistent look and feel for all courses/modules.

## Approval(s)

Approver:	Michael Boone
Approval Date:	5/30/2020

## Revision History

Version #:	1.0
Policy Effective Date:	5/30/2020
Next Review Date:	5/30/2021