



2nd EDITION

GUIDE

TO ASSOCIATIONS AND ORGANIZATIONS OPERATING
WITH FUNDING SUPPORT FROM THE MINISTÈRE
DE L'ÉDUCATION, DU LOISIR ET DU SPORT

› The integration of IT in college education

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› **The integration of IT in college education**

This Guide was produced by the Comité de concertation sur l'intégration des TIC à l'enseignement collégial (Consultative Committee on the Integration of IT in College Education)

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Foreword

This Guide presents, in a single document, an overview of the main organizations, associations and services currently addressing the integration of information and communications technologies (IT) within the Québec college system. In addition to providing funding to most of the organizations described here, the Ministère de l'Éducation, du Loisir et du Sport (MELS) also supports the development of Profweb, the Quebec College Crossroad for IT Integration, as well as the IT Representatives Network (Réseau des répondantes et répondants TIC).

Representatives of the Fédération des cégeps and of the Association des collèges privés du Québec also work with these organizations through the Comité de concertation sur l'intégration des TIC à l'enseignement collégial (Consultative Committee on the Integration of IT in College Education), coordinated by the MELS.

4	ARC - Association pour la recherche au collégial
6	APOP - Association pour les applications pédagogiques de l'ordinateur au postsecondaire (Association for the Educational Application of Computer Technology at the Postsecondary Level)
8	AQPC - Association québécoise de pédagogie collégiale
10	Cégep@distance
12	CCDMD - Centre collégial de développement de matériel didactique
16	CDC - Centre de documentation collégiale
18	PERFORMA
20	DECclic
22	Profweb
24	IT Representatives Network (Réseau des répondantes et répondants TIC)
26	Vitrine Technologie-Éducation

Association pour la recherche au collégial



ACTIVITIES AND SERVICES

» PROFESSIONAL DEVELOPMENT

Days, half-days or “social gatherings” providing participants with information on various research grant programs and on the drafting of grant applications. Workshops for those interested in applied research or research theory, or needing other targeted training. “Research dinners” providing subsidized researchers with the opportunity to share their findings and challenges with colleagues, as well as workshops during which researchers present the results of their work.

» ORGANIZATION OF COLLOQUIUMS

A unique opportunity for researchers, as well as those interested in research, to benefit from the latest data and to discuss the current status and requirements of college-level research.

» PUBLICATION OF VARIOUS TEXTS

Thematic inventories, reports and editorials on topics relative to the development of college-level research.

» RESEARCH SUPPORT

Training in research, development of research questions or drafting of grant applications, in both basic and applied research (mentoring and coaching programs).

» ANNUAL MEMBERSHIP FEE

\$35

MEMBERSHIP

Practicing or aspiring researchers, faculty interested in the latest information on college research, members of professional and administrative staff providing support for college research, as well as representatives of grant organizations, partners, sponsors and donors.

OVERVIEW

The Association is primarily a forum for contact and discussion on college research. As a professional association, ARC fosters the development of research throughout the college system, in particular through the dissemination of position papers on research issues, the hosting of research-related activities and conferences, the establishment of research support measures, the awarding of prizes and, more recently, through its contribution to the development of meta-research.

CONTACT INFORMATION

Association pour la recherche au collégial

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Association pour les applications pédagogiques de l'ordinateur au postsecondaire



Association for the Educational Application of Computer
Technology at the Postsecondary Level

ACTIVITIES AND SERVICES

» **DISSEMINATION OF EDUCATIONAL RESOURCES**

Presentation of training and professional development activities; onsite and online workshop programs, sections with varied information accessible on the APOP portal and in the APOP_office and APOP_junket sections of the website.

» **PROFESSIONAL DEVELOPMENT**

Activities and events to raise awareness, foster discussion and create opportunities for training and professional development; non-credit capsules and short workshops; online or onsite.

APOP_mobile - Customized technical, educational and activity workshops planned in conjunction with an establishment's teams and designed to foster sharing of educational practices and learning how to use specialized software for teaching and learning.

APOP_taxi - Programs adapted to the needs of department, program or disciplinary teams for specific subjects and academic applications of IT.

APOP_tandem - Projects to integrate IT into education (teaching and learning) with the support and contribution of peers involving a process of variable length, organized and systematic support for skills sharing and transfer of professional expertise.

APOP_tour - Activities for the sharing and dissemination of information with other professional communities at different teaching levels involved actively in integrating IT into education.

Caravane_APOP - Partner colleges grouped by region into a learning community around different activities involving discussion, sharing and ongoing professional development activities designed to integrate IT into education over a period of several days.

E-Conference URonLine! - In a synchronous videoconferencing communication environment, discussions and debates bringing together representatives from the Québec teaching community interested in academic applications of IT and numerous interested parties from educational communities the world over.

» **ANNUAL MEMBERSHIP FEE**
\$20

MEMBERSHIP

APOP brings together teaching, professional, technical and management staff from Francophone and Anglophone postsecondary institutions in Québec's system of public and private colleges. Its services are intended primarily for these members but are also available to anyone interested in using information technology in a teaching and learning context at the postsecondary level and who is a member of the Association.

OVERVIEW

APOP is an association of members involved in the field of educational applications of IT. APOP's purpose is to: group together IT users and those involved in the development of academic (teaching and learning) IT applications; promote awareness of the contribution of IT to education; prepare and issue briefs and opinions and make recommendations on how technology can be used in academic contexts; encourage analysis, research and circulation of information on educational applications of IT, and respond to the need for information-sharing, training and professional development in the use of IT for academic purposes.

CONTACT INFORMATION

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Association québécoise de pédagogie collégiale



ACTIVITIES AND SERVICES

» AQPC SYMPOSIUM

The AQPC symposium is the principal meeting place for teachers, professionals and managers in the Quebec college network. Between eight hundred and one thousand people attend the symposium every year.

» RECOGNITION

The Association pays tribute to one person who has made an exceptional contribution to the pedagogical development of the college network, by awarding this individual the Gérald-Sigouin prize. The AQPC also recognizes college teachers who display excellence in their work by awarding them Honourable Mentions.

» PUBLICATION OF PERIODICALS

The magazine Pédagogie collégiale features articles on current research and practices in higher education, and is intended to foster reflection on learning and teaching. Abstracts of published articles are available in French and English on the Website of the Association. Several of the texts appearing on the Website are presented in their original English version. The AQPC also publishes the Proceedings of the symposium. The magazine Pédagogie collégiale and the Proceedings are also available on CD-ROM.

» BOOK PUBLICATIONS

The AQPC has published ten French reference books on higher education. Plans for 2008 include the publication of 2 English titles and the launch of a new collection: Les Cahiers de l'AQPC (AQPC books). The AQPC books will support the appropriation of innovative educational practices by teachers.

» PROFESSIONAL DEVELOPMENT

The AQPC organizes continuing education activities to support the pedagogical development of members of the college network.

» PROMOTION OF COLLEGE EXPERTISE

In all its activities, the AQPC emphasizes the pedagogical expertise of Quebec colleges and plays a crucial role in recognizing the contribution made by colleges in the development of pedagogical knowledge.

The AQPC is a member of the Education Commission Sector of the Canadian Commission for UNESCO, the ICÉA (Institut de coopération pour l'éducation des adultes) and the Consortium national de développement des ressources pédagogiques en français au collégial.

» ANNUAL MEMBERSHIP FEE

\$50

MEMBERSHIP

The AQPC has over 900 individual members that include teaching, professional, technical and managerial staff from the network of public and private colleges; and approximately 40 colleges and universities among its institutional members.

OVERVIEW

For more than 25 years, the AQPC has supported the development of college pedagogy. It is a stimulating force in the educational life of the college network: one that enlists the participation of those involved in higher education, promotes the collaboration and the sharing of knowledge and experiences of the various intervenors within the college network, supports reflection and research on college pedagogy, and works to support the development of a professional identity for college educators.

CONTACT INFORMATION

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ACTIVITIES AND SERVICES

- » **DISSEMINATION OF EDUCATIONAL RESOURCES**
Cégep@distance offers more than 250 French distance education courses and has recently begun to offer courses for English college students. All educational material developed for these courses can also be used by faculty to enhance classroom teaching and learning activities. Non-credit online courses are also available, particularly in Office Systems and Administration. In addition, Cégep@distance distributes an Internet research kit, as well as Math study modules, mainly for student use.
- » **PRODUCTION OF EDUCATIONAL RESOURCES AND PRODUCTION SUPPORT**
Work tools — in particular a guide to supervising students in Internet-based courses — to help course designers prepare such courses, and tutors provide the appropriate support to students.
- » **PUBLICATIONS**
Contributor to the Clic newsletter.

CLIENTELE

Cégep@distance receives approximately 28,000 course registrations each year. A little over half of these are from young college students, who choose one or two courses in order to complete their education more rapidly, or satisfy requirements for admission to a university program. Another portion of the clientele is made up of adults who register in technical programs to acquire specific skills. Others register in non-credit courses at Cégep@distance, or simply take a range of credit courses out of personal interest.

OVERVIEW

The role of Cégep@distance is to develop and offer college-level courses through distance education. Cégep@distance has expertise in the design and delivery of print-based correspondence courses, multimedia and online courses. It develops these activities in close cooperation with other institutions and organizations of the college system.

CONTACT INFORMATION

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E-mail: educinfo@cegepadistance.ca

» www.cegepadistance.ca/en



Centre collégial de développement de matériel didactique



ACTIVITIES AND SERVICES

» DEVELOPMENT OF EDUCATIONAL MATERIAL

- Project selection: calls for projects and requests received from learning centres
- Production and support in the production of educational materials: administrative, technical, financial and pedagogical support to people whose production request is chosen.

» DISTRIBUTION OF EDUCATIONAL MATERIAL

- On CCDMD's Website:
 - access to many disciplinary resources or to descriptive files
 - access to a great number of resources devoted to improving English
 - access to a greater number of resources devoted to learning centres
- Distribution agreement with a private company for manual-type resources

» INFORMATION AND ENHANCEMENTS

- Support to individuals in the use of resources produced by the CCDMD
- Presentations during pedagogical days at colleges
- Workshops and presentations during conferences

» NEWSLETTERS

Correspondance; contributor to the Clic newsletter.

» SUBSCRIPTION COST FOR INSTITUTIONS

Colleges that subscribe to the CCDMD enjoy substantial advantages:

- Receive several copies of all CD-ROMs and DVDs produced by the CCDMD (relevant department and information technology department)
- Institutional licence for software use (CD-ROMs and DVDs)
- Relevant department receives one copy of the manual
- CD-ROMs and DVDs for \$5 for students
- Kits sent to new teaching staff
- Participation possible at pedagogical days
- Newsletter Correspondance for free, including the Répertoire des meilleurs sites Internet pour l'amélioration de la langue
- The Internet Directory for English Language Improvement in language departments

Base rate \$300 + \$0,10 per student
Campus supplement \$100

CLIENTELE

The CCDMD's program for providing support in developing educational materials is addressed especially to teaching staff within the college network who wish to produce printed or digital educational materials for their students or to use these kinds of materials.

OVERVIEW

The Collegial Centre for Educational Materials Development (CCDMD), which is subsidized by Québec's Ministère de l'Éducation, du Loisir et du Sport and managed by the Collège de Maisonneuve, is a centre for producing digital resources and printed documentation for the use of teaching staff and students throughout Québec's college system.

Its mandate is both to ensure that students in the system have access to quality educational materials in both French and English, and to contribute to the development of these materials at the various stages of production.

The CCDMD produces materials for a wide range of courses and programs for students as well as specific materials aimed at improving English and French language skills.

These services are funded by Québec's Ministère de l'Éducation, du Loisir et du Sport. Services in English are also supported by contributions from the Canada-Québec Agreement on Minority-Language Education and Second Languages Instruction.

CONTACT INFORMATION

Collegial Centre for Educational Materials Development

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→ PARTNER ASSOCIATIONS AND ORGANIZATIONS IN THE INTEGRATION OF IT IN COLLEGE EDUCATION



Centre de documentation collégiale



ACTIVITIES AND SERVICES

- » **DISSEMINATION OF INFORMATION ON DOCUMENTARY RESOURCES**
ÉDuthès: thésaurus de l'éducation (a unique Thesaurus in the field of education): 30,000 documents available for loan; an index of articles in periodicals; the ProQuest tool, providing links to databases such as ERIC, CBCA (formerly the Canadian Education Index) and Education Journals, covering more than 2,000 titles, 1,000 of which are unabridged (password available upon request), as well as REPÈRE and Eureka.CC (Francophone newspapers and periodicals — onsite consultation only); consultation of encyclopedias, dictionaries, guides and other educational reference works; research reports, thesis, articles (where deposited and available).
- » **DISSEMINATION OF TEXTS OF VARIOUS KINDS**
PAREA research reports, as well as articles from the magazine Pédagogie collégiale and Actes (Symposium proceedings of AQPC); handbooks and companion guides specializing in education.
- » **PROFESSIONAL DEVELOPMENT**
Guides for documentary research.

CLIENTELE

The clientele of the CDC is made up of students, faculty members, professional and management staff from Quebec's public and private Francophone and Anglophone colleges, as well as organizations and associations connected with the college system.

OVERVIEW

The mandate of the Centre is to provide services, free-of-charge, to all public and private colleges. The CDC is the only library service specializing in college education; its collection of over 30,000 documents (books, magazines, articles, research reports, electronic documents, websites, etc.) has been inventoried and selected to meet the specific information needs of practitioners and researchers in the colleges. Its research interface is available in both French and English.

CONTACT INFORMATION

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PERFORMA

Perfectionnement et formation
des maîtres au collégial



ACTIVITIES AND SERVICES

» PROFESSIONAL DEVELOPMENT

Among the activities available at each of the member institutions, some are offered online and several deal with topics relating to the use of IT for academic purposes. All the activities come under one of the following programs:

- Master’s of Education (ME) (45 credits)
 - Graduate Diploma in Teaching (30 credits)
 - Graduate Microprogram for Professional Integration in College Teaching (15 credits)
- Undergraduate Certificate for Professional Development in College Teaching
- Bachelor’s degree in Careers or Vocational Education

» DISSEMINATION OF INFORMATION ON EDUCATIONAL RESOURCES

Various IT projects developed through the financial contribution of la Délégation collégiale PERFORMA.

CLIENTELE

Faculty in Québec colleges.

OVERVIEW

Within each member institution, PERFORMA works through a local resource person to fulfill its mandate of supporting the professional development of college teaching staff and the educational development of the institution.

For over 30 years, PERFORMA has offered professional development programs in college teaching. Its unique character lies in its commitment to developing made-to-measure training programs to meet needs identified by academic staff working in the institutions of the PERFORMA network. This approach has had a significant impact on faculty, students and the institutions themselves.

The programs offered are based on an experiential learning process and require the active involvement of participants. PERFORMA activities take place as workshops or laboratories focusing on pedagogical approaches and the development of teaching tools. These activities help to foster the development of new professional relationships between faculty members and contribute to increased cooperation between teachers.

CONTACT INFORMATION

PERFORMA

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» www.english.educ.usherbrooke.ca/faculte/performapublic





ACTIVITIES AND SERVICES

» **DIGITAL LEARNING ENVIRONMENT**

- Communication, evaluation and Web publication tools
- Secure environment
- Partial or complete use of 19 distance courses in philosophy, French and science

» **PROFESSIONAL DEVELOPMENT**

A full range of in-class, online or hybrid professional development activities

» **ANNUAL ASSESSMENT DAY**

An assessment day held each spring, offering resource people and faculty in the colleges the opportunity to compare their experiences and to discuss development issues

» **PRODUCTION OF EDUCATIONAL MATERIALS AND PRODUCTION SUPPORT**

An evaluation tool, Exam Studio, available in English and French, providing teaching staff with support for the development of questionnaires and tests fully integrated into the DECclic platform

A SCORM compliant Web content manager

» **PUBLICATIONS**

Information on DECclic, articles in Profweb, thousands of messages sent to users

» **MEMBERSHIP FEES FOR INSTITUTIONS**

The annual fee is calculated on the basis of the number of students in the regular education sector and on access to various modules, such as the automated registration gateway. It includes the use of the platform and of the Exam Studio evaluation module, training for teaching staff and online support. In 2007-2008, membership fees varied from \$3000 for a small college without the gateway to \$8500 for a large college with the gateway.

CLIENTELE

- » Faculty members wanting to better support their students and enhance their own evaluation and assessment methods
- » Colleges wanting to create links between their campuses, reach students spread across a wide area, and collaborate with other institutions
- » Students looking for individualized courses, collaborative work environments, and flexible schedules.

OVERVIEW

Created in 2004, corporation Plateforme collégiale DECclic is composed of all the institutions using DECclic. It has a dual role: (1) to maintain and develop the software for its online educational platform and (2) to act as a driving force for the DECclic community through permanent online support, professional development and networking activities. The DECclic II program was developed using open code.

CONTACT INFORMATION

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» www.deccllic.qc.ca/?lang=EN





ACTIVITIES AND SERVICES

- » **DISSEMINATION OF EDUCATIONAL RESOURCES**
Resource catalogues, dossiers on specific topics, accounts of pedagogical experiences, educational scenarios and professional development activities.
- » **PRODUCTION OF EDUCATIONAL MATERIALS AND PRODUCTION SUPPORT**
Possibility for college faculty to have their own personal space on an Internet server so they can post on the Web a selection of resources to be used for teaching and learning purposes.
- » **PUBLICATIONS**
Contributor to the Clic newsletter.

CLIENTELE

Priority is given to teaching staff in the college system, but contributors to IT integration are also served.

OVERVIEW

Profweb, which defines itself as 'The Quebec College Crossroad for IT Integration', helps college teachers learn about information technology and use it in their classes.

Profweb features columns, stories about IT being used in the provincial network, reports on topics of general interest, banks of IT resources and scenarios, IT documentation and IT course information as well as personal websites of teachers hosted on its personal web space.

The site is where to go for news about products and services of organizations listed in this directory who are all focused on IT integration. Promoting the use of IT in education by publicizing developments, facilitating IT access and encouraging the sharing of IT resources, Profweb also promotes continuing educational activities in IT integration for teaching staff. Profweb publicizes access to these courses and enables the sharing of experiences by participants.

CONTACT INFORMATION

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» www.profweb.qc.ca/en



IT Representatives Network

Réseau des répondantes et répondants TIC



ACTIVITIES AND SERVICES

» **PROFESSIONAL DEVELOPMENT**

Meetings at which IT representatives from colleges share their opinions on the role and goals of the IT Representatives Network they form, and participate in workshops on the use of IT for academic purposes.

An online collaborative worksite where documents can be drafted and information structured and circulated.

A distribution list that facilitates the timely exchange of information.

» **DISSEMINATION AND SHARING OF EDUCATIONAL RESOURCES**

Access through the IT Representatives Network website to “best practices” developed by IT representatives, as well as to documents produced by the various committees of the IT Representatives Network.

CLIENTELE

People with responsibility for the educational integration of IT in their respective colleges — usually IT pedagogical counsellors designated as local IT representatives.

OVERVIEW

The IT Representatives Network is made up of IT representatives from the college system and constitutes a community of shared practice. This community’s role is to assist IT representatives who interact with faculty in their respective colleges to provide support for the use of IT for academic purposes.

In a spirit of collaboration and of sharing of knowledge specific to a community of shared practice, IT representatives develop different tools and resources that can be used for teaching and learning. The members of the IT Representatives Network, as a whole or in smaller groups, also work to address specific needs. The results of their work are shared across the entire college community.

CONTACT INFORMATION

IT Representatives Network

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» www.reptic.qc.ca



Vitrine Technologie-Éducation



ACTIVITIES AND SERVICES

- » **DISTRIBUTION OF EDUCATIONAL RESOURCES**
Distribution of teaching and learning resources in the form of an electronic and paper-based catalog called the Internet and Education Guide (<http://theguide.ntic.org/>). Those learning resources are classified by discipline and described in compliance with modern standards.
- » **SOFTWARE LICENSING PROGRAMS**
Negotiation of software licensing for college staff (Microsoft, Adobe, Corel, Network Associates, etc.).
- » **PROFESSIONAL DEVELOPMENT**
Training and support (online or onsite), to faculty wishing to integrate IT into their educational practices.
- » **TECHNOLOGY WATCH**
Research on innovations in the field of IT and education; publication of the best finds through a bi-weekly newsletter, a press review, RSS feeds, on our Internet portal, or in the form of articles and podcasts on college websites.
- » **ANNUAL MEMBERSHIP FEES**
Institutions with fewer than 500 students: \$350
Institutions with more than 500 students: \$700

MEMBERSHIP

Originally created for the Quebec college system, La Vitrine Technologie-Éducation currently serves 46 public colleges, 14 private colleges, both Francophone and Anglophone, some Quebec universities, private Francophone institutions outside Quebec, and School Boards.

OVERVIEW

Quebec’s Ministère de l’Éducation, du Loisir et du Sport has mandated La Vitrine Technologie-Éducation to promote and support the integration of information and communications technologies (ICT) in the education sector.

By contributing to the dissemination of teaching and learning resources, La Vitrine Technologie-Éducation plays a crucial role in the development of a comprehensive educational heritage for Quebec.

CONTACT INFORMATION

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