San Bernardino Valley College

DISTANCE EMERGENCY EDUCATION ADDENDUM

COURSE ID:	**English 122-123**
DEPARTMENT:	**English**
SUBMITTED BY:	**Joel Murphy**
DATE SUBMITTED:	**10 May 2020**

For additional resources on completing this form, please visit the DE Website:
www.valleycollege.edu/onlinefacultyresources

1. **Please select the distance education method that describe how the course content will be delivered in an emergency situation. Check ALL methods that will be used for offering this course, even if previously approved.**

   ☒ FO – Fully Online
   ☐ PO – Partially Online
   ☐ OPA – Online with In-Person Proctored Assessments
   ☐ FOMA – Fully Online with Mutual Agreement

2. **In what way will this course, being offered in distance education format for emergency purposes only, meet the needs of the campus? (Ex: Student Access, Campus Strategic Plan, Campus Mission Statement, Online Education Initiative (OEI), Student Equity, Student Needs). Please be specific.**

The purpose of course is to increase opportunities for student journalists to publish online stories about our community.

3. **Will this course require proctored exams?**

   ☒ No
   ☐ Yes - If yes, how?

4. **How will the design of this course address student accessibility? Are you including any of the following?**

   ☒ Captioned Videos
   ☒ Transcripts for Audio Files
   ☐ Alternative Text for Graphics
   ☐ Formatted Headings
   ☒ Other – If other, please explain.

Zoom meetings plus two types of transcripts, audio and written.

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5. **Provide a specific example of how the instructor will provide synchronous office hours for distance education students? (Ex: Online Conference Tool, Cranium Classroom, Zoom, Pisces, Skype, etc.)**

   Weekly Zoom meetings will be utilized for synchronous office hours.

6. **Provide a specific example of how this course's design ensures regular and effective instructor-student contact? (Ex: Threaded discussion forums, weekly announcements, instructor prepared materials, posting video and audio files, timely feedback on exams and projects, synchronous online office hours, synchronous online meetings, synchronous online lectures, etc.)**

   Threaded discussion forums, announcements, lectures, videos, Zoom meetings and office hours.

   https://www.valleycollege.edu/online-classes/faculty-resources/reg-effective-contact.php

7. **Provide a specific example of how this course will ensure regular and effective student-student contact?**
   (Ex: Threaded discussion forums, assigned group projects, threaded discussions, Notebowl, peer-to-peer feedback, synchronous online meetings, etc.)

   Threaded discussion forums, discussions among students on weekly Zoom meetings; peer review of their news stories.

8. **Describe what students in this online version of the course will do in a typical week on this class. Include the process starting after initial log in.**

   Respond to discussions on Canvas about lectures on how to write a news story, journalistic ethics, videos with captions; lecture/discussion on Zoom of news stories and how to post news stories/photos on our Arrowhead website.

9. **Provide a sample statement that could be included in the syllabus for this course that communicates to students the frequency and timeliness of instructor-initiated contact and student feedback.**

   Students will be engaged in discussion forums, Zoom lecture/discussion, and hands on learning of how to cut and paste articles and photos to our news site.

10. **Provide a specific example of how regular and effective student-student interaction may occur in this online course.**

    Students must comment on peers' discussion comments; they must also discuss on Zoom each week.

11. **Provide a specific example of how regular and effective instructor-student interaction may occur in this online course.**

    Students will post drafts of news stories to Discussion. Student editor, student writers, and instructor will have regular discussions on Zoom as to what is well done in student news story and what needs improvement.

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12. **Does this course include lab hours?** ⊠ No   ☐ Yes – If yes, how are you going to accommodate the typical face to face activities in an online environment?

13. **How will you accommodate the SLO and Course Objectives in an online environment?**

> A. **Here are the SLOs:** Students will understand and apply journalism ethics and responsibilities in their writing
> B. Students will know how to conduct interviews and to write clear, concise, objective, and accurate news stories, features, and editorials/reviews
> C. Students will effectively lay out and produce newspapers
>
> **Using Zoom, all SLOs can be met. On Zoom, we can even share the Arrowhead News webpage and edit it together. Students have the ability on Zoom to edit as well, using the "share" tool.**

14. **Are modifications needed to SLOs or Course Objectives in order to teach this course in the online modality?**
    ⊠ **No**   ☐ **Yes – If yes, please explain the changes needed.**
    (It is advised that if you are changing course content or objectives that you speak with the Curriculum Co-Chair or Articulation Officer for guidance moving forward.)

To be completed by a member of the Curriculum Committee Review Team:

CURRICULUM CHAIR REVIEWED:		☐ YES ☐ NO
DE REVIEW:		☐ YES ☐ NO
CURRICULUM COMMITTEE DIVISION REPRESENTATIVE REVIEWED:		☐ YES ☐ NO