



DISTANCE EDUCATION ADDENDUM

COURSE ID:	FN 162
DEPARTMENT:	Nutrition
SUBMITTED BY:	Dr. Allen Hope
DATE SUBMITTED:	04/07/2020

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.

Check ALL methods that will be used for offering this course, even if previously approved.

- FO – Fully Online **please check this box it won't let me check it X**
- PO – Partially Online **please check this box it will not allow me to check it X**
- 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, 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.

This course will meet the needs of the campus in the following ways, student success, campus strategic plan, campus mission statement, student needs and student equity.

3. Will this course require proctored exams?

- No
- Yes - If yes, how?

This course will not require proctored exams – correcting for Allen Hope (Stacy Meyer)

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.



San Bernardino

Valley College

DISTANCE EDUCATION ADDENDUM

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.)

The instructor will hold weekly synchronous and asynchronous office hours via zoom, canvas chat, text messages, or email.

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.)

This course will ensure effective instructor to student contact in the following manners. Weekly synchronous lectures, office hours, threaded discussions, weekly announcements, instructor prepared materials, posting videos, and timely feedback on exams, homework assignments and projects.

<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.)

This course will ensure regular student to student contact with threaded weekly discussions, synchronous weekly meetings, canvas chat, and peer to peer feedback.

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.

In a typical week, students in this FN 162 will have assignments through Canvas, as well as **Launch Pad (is this a publisher tool? Consider using a more generic term to describe what this is as platforms come and go, but the way in which we plan to instruct does not as much. Never mind, you answer the question below)**. There will be several discussion groups, videos, students will be required to meet all of the platforms through both of these utilities. The instructor will integrate the Book, Nutrition for a Changing World, 2nd ed. Which used the Launchpad online platform with the Canvas online platform. There will be several assignments per week. This book has 14 chapters and there is an online quiz at the end of each chapter, study materials, you name it.

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.



DISTANCE EDUCATION ADDENDUM

This course requires students to check weekly, new and relevant information concerning deadlines, due dates, online course conferences and other information concerning this course. This course will require the use of San Bernardino Valley College’s web-based canvas platform, as well as the use of the Launchpad platform associated with the book. When you purchase the book, you will have access to the Launchpad platform. You will automatically have access to the Canvas platform. It is up to you to stay current with the assignments and materials. The instructor is here help you with any issues you might have. There will be video chats, messaging through either platform, email, etc. There will several sessions of group conferences and interaction with the instructor scheduled throughout the course.

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

Each of these courses, FN 162 has student to student conferences assigned on a weekly basis as well as discussion groups where they can interact to with each other as often as they want. The student can provide comments which are available to each other as well as the instructor. These student to student interactions are provided in both the canvas and launchpad platforms. There will be video conferences scheduled as well.

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

Students will receive feedback, at least 3 to 4 times a week, such as after every quiz (14 in total). After every video quiz also (10 in total). *Students will have access to the instructor daily via chat, email, speed grader or in synchronous office hours. There are also regular conferences scheduled as well as messaging to and from students to instructor in both Canvas as well as Launchpad platforms. The instructor also encourages students to email questions or concerns. (consider making this a more generic statement “students will have access to the instructor” as this addendum applies to anyone who teaches this course)* Responses through email could take up to 24 hours.

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?

No lab hours

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

The SLO’s will remain the same with no changes needed. The SLO’s and course objectives will be accommodated just as they are in face to face classes. Assignments will be created around each SLO and course objectives to make sure each student has access to learn the information needed to pass each SLO and course objectives.

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.)

No modifications are needed to the SLO’s at this time.



San Bernardino

Valley College

DISTANCE EDUCATION ADDENDUM

COMMENTS BY REVIEWERS:

#9 Mary: Please provide specifics about when the instructor will respond to emails/questions. (In X amount of time).

Would it be best for these courses to include a check in online and hybrid so that in the future, if the campus is teaching face to face, the faculty could choose teach lecture online and lab on campus?

Davena-I agree with the suggested edits made by Mary. Note the additional edits in red within the addendum. Will this course require any special software or online tools, other than what you mentioned, in order to be offered in this online format? If so, please add a line specifying that information. Otherwise, this looks good.

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

CURRICULUM CHAIR REVIEWED:		<input type="checkbox"/> YES <input type="checkbox"/> NO
DE REVIEW:		<input type="checkbox"/> YES <input type="checkbox"/> NO
CURRICULUM COMMITTEE DIVISION REPRESENTATIVE REVIEWED:		<input type="checkbox"/> YES <input type="checkbox"/> NO