



## DISTANCE **EMERGENCY** EDUCATION ADDENDUM

<b>COURSE ID:</b>	<b>KINF-138 B</b>
<b>DEPARTMENT:</b>	<b>Kinesiology</b>
<b>SUBMITTED BY:</b>	<b>Rawlston Charles</b>
<b>DATE SUBMITTED:</b>	<b>5/13/20</b>

*For additional resources on completing this form, please visit the DE Website:*

[www.valleycollege.edu/onlinefacultyresources](http://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.**

This course will meet the needs of the campus by implementing: Student Access, Campus Strategic Plan, Campus Mission Statement, Online Education Initiative, Student Equity and Student Needs

**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.



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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.)**

Synchronous Office hours will be conducted via Zoom. Additionally, students will have the ability to call, email or text the instructor.

For example: The instructor will conduct Zoom meetings every Monday to brief students on the upcoming assignments for the week. Students will have the ability to interact with the instructor and ask any underlining questions. This will be a recorded meeting and posted for student access for the duration of the week. Synchronous office hours will also be conducted Monday, Wednesday and Friday via email from 10:30am-12:00pm.

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 discussions forums, weekly announcements, instructor prepared materials, posting video and audio files, timely feedback on workouts, synchronous online office hours, Zoom meetings, Zoom workouts.

Each Monday the instructor will have a recorded Zoom meeting for all students to interact and ask the instructor questions. Every Wednesday evening the instructor will post a video announcement addressing the progress of the class up to that point of the week and will remind students of their upcoming assignments, office hours and upcoming Zoom meetings. Every Sunday morning the instructor will post an announcement identifying the upcoming weeks office hours, Zoom meetings and links as well as all upcoming assignments.

<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.)**

Weekly threaded discussions forum, peer to peer feedback, synchronous online meetings.

For example, students will have two threaded discussion forums per week. They will address their success, improvement and areas of concern in regard to the workouts in which they completed. Upon each student's initial post to the discussion they will be required to provide feedback to two additional peers. Weekly Zoom meetings will provide a forum for students to interact and discuss the previous weeks assignments.

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.**



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Upon logging into Canvas students will:

Locate and click the Announcement tab:

Students will be introduced to the weeks threaded discussions, Zoom workouts, due dates, online office hours, Zoom meeting information and the link to the Zoom meeting

Students will attend the Monday-Zoom meeting and ask any questions to the instructor and have peer interaction (recorded and posted to Canvas)

Under the Assignment tab on Canvas:

Students will locate video or auditory files for the week

Item(s) needed for the upcoming workouts

Safety tips

Pre-workout dynamic and static stretches

Post-workout static stretch cool-down

Monday-Thursday Zoom instructor led workout link (recorded and posted to Canvas)

Discussion tab on Canvas

Students will post to two separate threaded discussion forums.

Initial posts will be due Wednesday for Discussion #1 and Saturday for Discussion #2

Two peer feedback posts per discussion

Peer feedback is due Thursday for Discussion #1 and Sunday for Discussion #2

Additional Postings or Communication for Students:

Synchronous online email office hours Monday, Wednesday, Friday 10:30am-12:00pm

Wednesday evening the instructor will post a video announcement explaining progress and reminding students of remaining Zoom workouts, threaded discussions, due dates and progress.

Sunday morning announcement that highlights Zoom meeting(s), upcoming assignments, office hours and additional links.

- 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.**

Weekly announcements outlining weekly meetings, assignments, due dates. Students will receive assignment feedback within 36 hours of submission.

Students may contact the instructor directly through Canvas, email or text at any time. The instructor commits to respond to students within a 24-hour period. Individual Zoom meetings may be set up as needed.

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

Students will regularly communicate through weekly threaded discussion posts. Everyone will be required to post feedback to two different peers after their initial post. Feedback will be a minimum of one paragraph (4 sentences) per response.



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Students will regularly interact during weekly Zoom meetings to discuss previous assignments, offer encouragement or additional ideas to improve performance.

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

Regular and effective interaction will be obtained through weekly announcements, weekly synchronous meetings, regular office hours.  
Monday Zoom meetings (recorded and posted to Canvas)  
Zoom instructor led workouts will be conducted Monday-Thursday (recorded and posted to Canvas)  
Wednesday evening Instructor video announcement  
Sunday morning Instructor announcement  
Feedback will also be given to students through the comments section of the course. This will take place within 36 hours of submission.  
Email, text and individual Zoom meetings will be used to communicate on an individual basis

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?

This physical fitness lab activity class designed to develop a balanced exercise program including cardiovascular endurance, muscular strength and flexibility training. Synchronous Zoom meetings and workouts will provide instructor-student and student-student interaction. A safe interactive format via Zoom workouts will be provided Monday-Thursday. Students will be provided with proper technique, target specific workouts, dynamic and static stretching warm-ups and appropriate cool-down techniques. Also, regular online office hours will be provided.

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

SLO's and Objectives will be clearly stated and will be identified by students having assessments take place at the beginning, midway and end of the term. Students will also be tested on their ability to list and define the components of fitness. Additional methods to ensure objectives and SLO's are achieved, will be through student uploaded information via video, phone apps and Zoom meetings.

13. 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:		<input type="checkbox"/> YES <input type="checkbox"/> NO
DE REVIEW:		<input type="checkbox"/> YES <input type="checkbox"/> NO



San Bernardino

Valley College

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CURRICULUM COMMITTEE DIVISION REPRESENTATIVE REVIEWED:

YES  NO