

Distance Education Tabs

1st Tab - title: Distance Education

Part 1 of 4

The screenshot shows the curriQūnet web application interface. At the top, the user is logged in as 'Gavilan' with the email 'jghiorzi@gavilan.edu'. The main navigation bar includes 'Curriculum' and 'Approvals' tabs, with a notification badge showing '75' on the 'Approvals' tab. A 'Create Proposal' button is also visible. The main content area is titled 'HIST1 - United States History through Reconstruction'. Below the title, there are two links: 'Status: Active' and 'View Proposal History'. A sidebar on the left lists various course details: Course Description, Units/Hours/Status, Requisites, C-ID/Basic Skills/Cross-Listed, Methods of Instruction, Distance Education, Distance Education Delivery, Distance Education Contact, Student Learning Outcomes, Methods of Evaluation, Course Content, and Out of Class Assignments. The main content area is divided into several sections: 1. 'PROGRAM CHANGE: Will the addition of this course increase the programs course offerings via distance education delivery to over 50%? *' with a dropdown menu set to 'No'. 2. 'Need/Justification *' with a text box containing 'Very popular course to fulfill transfer requirements'. 3. 'Assessment *' with a list of assessments: 'Weekly assignments: discussion posts, quizzes, reading responses', 'Semester-long research project based in the community', and 'Midterm and final exams'. 4. 'Methods of Instruction *' with a list of methods: 'Weekly readings', 'Narrated lectures', 'Video tutorials and lectures', and 'Discussion forums'.

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curriQūnet Curriculum Approvals 75 Create Proposal

HIST1 - United States History through Reconstruction

Status: Active [View Proposal History](#)

Course Description	PROGRAM CHANGE: Will the addition of this course increase the programs course offerings via distance education delivery to over 50%? *
Units/Hours/Status	No
Requisites	
C-ID/Basic Skills/Cross-Listed	
Methods of Instruction	
Distance Education	
Distance Education Delivery	Assessment * Assessments may include: <ul style="list-style-type: none">Weekly assignments: discussion posts, quizzes, reading responsesSemester-long research project based in the communityMidterm and final exams
Distance Education Contact	
Student Learning Outcomes	
Methods of Evaluation	
Course Content	Methods of Instruction * Methods of Instruction may include: <ul style="list-style-type: none">Weekly readingsNarrated lecturesVideo tutorials and lecturesDiscussion forums
Out of Class Assignments	

1st Tab - title: Distance Education continued:

Part 2 of 4

Units/Hours/Status	Instructional Materials and Resources *
Requisites	May include: <ul style="list-style-type: none">• Textbook• Articles• Narrated lectures• Video tutorials and lectures
C-ID/Basic Skills/Cross-Listed	How will students be provided access to library materials and what support will students be provided to help them locate and use these materials?
Methods of Instruction	Library and Other Learning Resources *
Distance Education	<ul style="list-style-type: none">• Quick link provided for online tutoring• Quick link provided for online counselling• Quick link provided for Gavilan's Writing Center• Quick link provided for help with Canvas tools
Distance Education Delivery	
Distance Education Contact	
Student Learning Outcomes	Accommodations for Students with Disabilities *
Methods of Evaluation	Universal design, so all course content and materials meet the accessibility standards
Course Content	

1st Tab - title: Distance Education continued:

Part 3 of 4

Course Description	What method/s will be used for office hour contact in this Distance Education course?
Units/Hours/Status	Office Hours *
Requisites	<ul style="list-style-type: none">• Video and/or phone sessions available by appointment• Regular office hours held via Zoom
C-ID/Basic Skills/Cross-Listed	
Methods of Instruction	
Distance Education	Distance Learning Course Accessibility Agreement
Distance Education Delivery	The questions below concern the accessibility of your distance-learning course for students with disabilities. The instructor who is teaching this course will ensure accessibility of the instructional materials by agreeing to abide by the following criteria when creating content for online courses such as: graphics, animations, videos, audio, PDF and/or Word documents.
Distance Education Contact	1. Using campus LMS software? The current course management software we use has been certified section 508 compliant. This means when using this system the delivery of your content is guaranteed accessible. However, as the instructor or course creator you must make sure that the content you provide within the LMS is accessible by using the following methods in the boxes below.
Student Learning Outcomes	<input type="text" value="Yes"/>
Methods of Evaluation	2. Using images or animation? A text equivalent is provided for every non-text element, including both images and animated objects. This will enable a screen reader to read the text equivalent to a blind student.
Course Content	<input type="text" value="Yes"/>
Out of Class Assignments	3. Using multimedia? Equivalent alternatives for any multimedia presentation are synchronized with the presentation. Videos and live audio must have captions and/or a transcript. With archived audio, a transcription may be sufficient.
Textbooks	<input type="text" value="Yes"/>

1st Tab - title: Distance Education continued:

Part 4 of 4

Course Description	4. Using documents? Ensure accessibility content, including PDF files, Microsoft Word documents, PowerPoint presentations. PDF documents and other content must be as accessible as possible. If you cannot make it accessible, consider using HTML instead or, at the very least, provide an accessible alternative. PDF documents should also include a series of tags to make it more accessible. A tagged PDF file looks the same, but it is almost always more accessible to a person using a screen reader.
Units/Hours/Status	
Requisites	Yes
C-ID/Basic Skills/Cross-Listed	5. Using forms? When electronic forms are designed to be completed online, the form allows students using assistive technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.
Methods of Instruction	Yes
Distance Education	6. Using web pages? Ensure links make sense out of context. Every link should make sense if the link text is read by itself. Screen reader users may choose to read only the links on a web page. Certain phrases like "click here" and "more" must be avoided.
Distance Education Delivery	Yes
Distance Education	

2nd tab – title Distance Education Delivery (I don't think this really is part of the addendum)

HIST1 - United States History through Reconstruction



Status: Active

[View Proposal History](#)

Course Description	Distance Education Delivery
Units/Hours/Status	Last updated by Leah Halper on 4/10/2020 at 2:00 PM <i>If no fields, go to "Distance Education" tab and check "Is Distance Ed".</i>
Requisites	Distance Education Delivery
C-ID/Basic Skills/Cross-Listed	<input checked="" type="checkbox"/> Online
Methods of Instruction	<input checked="" type="checkbox"/> Hybrid
Distance Education	<input checked="" type="checkbox"/> Two-way interactive video
Distance Education Delivery	If this course is Hybrid, what percent is online? * <input type="text" value="50"/>













Tab 3 – Title Distance Education Contact (each course will be different in the ways of contact)

HIST1 - United States History through Reconstruction



Status: Active

[View Proposal History](#)

Course Description	Distance Education Contact
Units/Hours/Status	Last updated by Leah Halper on 4/14/2020 at 11:47 AM <i>If no fields, go to "Distance Education" tab and check "Is Distance Ed".</i>
Requisites	Distance Education Contact <input checked="" type="checkbox"/> Show Details <input type="button" value="+ Add Item"/>
C-ID/Basic Skills/Cross-Listed	Email   
Methods of Instruction	Contact Types Percent: 10.00 Description: Email with students within course management system
Distance Education	Discussions   
Distance Education Delivery	Contact Types Percent: 30.00 Description: In class or asynchronous discussions in writing or verbally
Distance Education Contact	Multimedia   
Student Learning Outcomes	Contact Types Percent: 20.00 Description: Use of multimedia for course content
Methods of Evaluation	Web Conferencing   
Course Content	Contact Types Percent: 40.00 Description: Online conferencing between students and faculty--suggested time is not intended to bind faculty to modes
Out of Class Assignments	