Modesto Junior College

Interim Distance Education Addendum

COMM	Spring 2021	Ryan Guy,Taure Shimp, Barbara Adams
DISCIPLINE:	EFFECTIVE TERM:	PREPARED BY:

Use of the *Interim DE Addendum* will **sunset** once eLumen's curriculum module is open to faculty. Then, discipline faculty will be responsible for ensuring that all DE addenda are complete and accurate in eLumen prior to submission for periodic curricular review.

DE Modality	Regular Local Process	Emergency Conditions Only (ECO)*	Not Requesting
Hybrid	◉	○	○
Online	○	◉	○
Teleclass	○	○	◉

1. Type of Review: Batch Course Review (complete #2)

2. Rationale for Batch Review (if "Batch Course Review" was selected on #1)

Please explain why the following courses should be reviewed as a group for the distance education modalities selected above (same MOI, similar REC for instructional modality - lecture, lab, etc.).

These classes are suitable for batch approval because both COMM 102 and COMM 110 meet the same Oral Communication requirements, CSU-GE Area A1 and IGETC 1C (CSU Only). They also center around similar methods of instruction, major assignments, and evaluation. (For example, students give speeches in both courses).

3. Courses:

COURSE ID	TITLE	COURSE ID	TITLE
COMM 102	Introduction to Human Communication		
COMM 110	Persuasion		

* ***ECO--****Criteria for "an Emergency" may include mandates called by city, county, state, federal agencies and their affiliates (aka FEMA), and/or YCCD Administration.*

COMM	Spring 2021	Ryan Guy,Taure Shimp, Barbara Adams
DISCIPLINE:	EFFECTIVE TERM:	PREPARED BY:

4. Methods of Instruction:

- ☒ Asynchronous Discussion
- ☒ Synchronous Discussion
- ☒ Viewing and Listening to Videos
- ☒ Listening to Audio Materials
- ☒ Online Activities
- ☒ Facilitated Discussions
- ☒ Written Assignments
- ☒ Community Activities
- ☒ Reading Course Materials
- ☒ Field Trips
- ☒ Multimedia Presentations
- ☒ Collaborative Peer/Group Activities
- ☒ On-campus Orientation Sessions (hybrid)
- ☒ Group Meetings/Review Sessions (hybrid)
- ☒ Guest Speakers
- ☒ Interactive Activities
- ☒ **Other (Describe) :**

Video conferencing (Zoom); Possible field trips, not required

5. Describe how the methods selected in #4 will allow students to **meet the course's learning outcomes**:

Students will learn and show proficiency in the course material in a hybrid or online format, which includes researching, writing and performing presentations. Instruction will consist of student-centered approaches to online education. This involves the use of a wide range of tools and modalities to both deliver and assess understanding. This includes, but is not limited to instructional videos, embedded readings, discussion board assignments, synchronous and / or asynchronous group discussions, live streamed lectures / conferences, and tests / quizzes.

Below are the course learning outcomes and a description of how they could be assessed.
COMM 102: Intro to Human Communication
1. Prepare and deliver speeches which demonstrate adaptation to audience and correct use of research, organizational, and delivery skills. Some of the methods that can assist students in achieving this goal are engaging with instructors using video conference sessions, viewing prerecorded video lectures and other multimedia material, asynchronous discussions, submitting written assignments on Canvas, and working with classmates in peer review sessions. Peer review opportunities encourage students to work collaboratively to analyze, evaluate, and apply course concepts and theories.

2. Demonstrate effective group communication skills. Several tools and assignments can be used to meet this CLO. Students may participate in student groups and/or analyze group communication (such as through viewing and critiquing group communication in television, film, or other case studies). This could be done using asynchronous tools such as discussion boards, essay assignments, etc. Students may also use synchronous tools such as Zoom, Google hangouts, Google Docs, and other similar tools to show they are modeling effective approaches to group communication as taught in the course.

3. Demonstrate effective communication skills in interpersonal contexts. Students may demonstrate this skill in many of the same ways listed above. Class projects, presentations, and exercises can be used to evaluate effective interpersonal communication. These could be

COMM	Spring 2021	Ryan Guy,Taure Shimp, Barbara Adams
DISCIPLINE:	EFFECTIVE TERM:	PREPARED BY:

6. Describe how the methods selected in #4 will be presented in an **accessible way** (Title 5 §55206). For information about accessibility standards in online classes, see the **OEI Rubric, Section D:**

These courses will be designed following principles of Universal Design. All documents and materials will be presented in line with the criteria presented in section D of the OEI rubric. This includes, but is not limited to, correct heading styles, the use of alt text for all images, captioned videos, correct contrast ratios, and the appropriately formatted reading order. All applicable materials will be assessed prior to the start of the course using the accessibility checker tools present in Canvas, Adobe Acrobat, and Microsoft Office.

7. Regular and Effective Contact (REC) Methods and Examples

Select the methods below that ensure regular effective contact (REC) will take place among students and among students and faculty (Title 5 §55204) by being initiated by the instructor, regular and frequent, and meaningful or of an academic nature. Click the drop down for method descriptions.

Announcements	*Among students and faculty*
Discussion Boards	*Both*
Q & A Discussion Boards	*Both*
Assignment Feedback	*Both*
Office Hours / Conferences	*Among students and faculty*
Third-Party Tools	*Both*
The Online Course Syllabus	*Among students and faculty*
Email	*Both*

COMM	Spring 2021	Ryan Guy,Taure Shimp, Barbara Adams
DISCIPLINE:	EFFECTIVE TERM:	PREPARED BY:

8. Other Methods of REC among students and among students and faculty. Please describe and provide example(s).

In addition to the previously indicated methods of REC, students and instructors as well as groups of students may meet synchronously using software/third party tools such as Zoom.

9. In hybrid or teleclass courses, describe what parts of the course are done face-to-face and what parts are done online.

Both COMM 102 and COMM 110 already have been approved for hybrid modality. We are seeking to maintain this status and add ECO approval for online instruction.

COMM 102 and COMM 110
During face-to-face instruction (1-99%- of the course), students may participate in these typical activities: 1) small group projects, 2) delivering presentations, 3) peer review sessions, and 4) taking quizzes and/or a final exam. Online instruction (1%-99% of the course) will typically consist of students completing various assignments. These may include: 1) completing exercises for reviewing quizzes and exams, 2) viewing content specific videos, 3) participating in discussion board responses, 4) writing and uploading essays and outlines, and 5) reading text and instructor prepared material.

** **ECO--**Criteria for "an Emergency" may include mandates called by city, county, state, federal agencies and their affiliates (aka FEMA), and/or YCCD Administration.*