Directions: Complete all sections. Submit the form via email attachment as directed in the last section.

For information on the complete proposal process, visit <http://www.chabotcollege.edu/cool/>.

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| **Course Information and Delivery Format** | |
| Course Subject & Number: **All CNT series online courses**  Course Units: **3 - 4** Total Contact Hours: **35 - 52.5 lecture, 52.5 lab**  First Semester To Be Offered: **Fall 2015** | Course Delivery Method (check one):  Online (all instruction is online)  Hybrid (instruction occurs both online and on campus)  **100** % online  **0** % on campus |
| Faculty Name: **Francis Reyes and Mon Khat (with Wayne Phillips mentoring)**  Have you ever completed the Online/Hybrid Course Proposal process (at Chabot College) for a course and received approval?  yes  no |

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| **Need/Justification/Benefits to Students** |
| How will the online/hybrid delivery of this course meet student needs? Are there learning opportunities made possible in an online or hybrid online course that might not be available in a traditional course?  Multiple CNT courses are delivered in online format. Mr. Reyes and Mr. Khat will be taking assignments in the existing schedule of online CNT courses. |

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| **Preliminary Research andInput from Colleagues and Administrators** |
| Reviewed online teaching resources & tools at <http://www.chabotcollege.edu/cws/onlineteaching/>. |
| Met with Division Dean and subdivision colleagues to secure *preliminary* support for offering this course in online/hybrid format. |
| Reviewed similar courses at other colleges (CVC Distance Education Catalog <http://www.cvc.edu/>) |

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| **Develop Proposal and Consult with Colleagues** |
| Consult with faculty experienced teaching online. What are some of the recommendations that may influence your instruction in this course?  Existing content, including curriculum provided by Cisco, EMC, the Linux Professional Institute, Netlab Development Group, the Association for Computing Machinery, and SkillSoft will be incorporated into the courses. |
| Review your completed proposal with your subdivision colleagues (if required), Please provide a summary of those recommendations:  Start with existing content and course organization and adapt for your personal teaching style. |

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| **Course Content Delivery - Contact Hour or “In-Class” Activities** | | |
| Explain how the instructional contact hours will be implemented for each week of instruction. Contact hours are those segments of instructional time where the student is actively engaged in learning activities and would reflect the same type of instruction implemented in a traditional face-to-face classroom. For example, a 3-unit course typically meets on campus for 54 contact hours of instruction, assessment, discussion, and group activities. Examples can be found at: <http://www.chabotcollege.edu/cool/forms/>. | | |
| **Delivery Mode**  ***(online or***  ***in-person)*** | **Activity and Description**  ***(For hybrid courses, please be sure in include in-person activities)*** | **Contact Hours** |
|  | Interactive online mutimedia activities, videos, and learning modules (Cisco NetSpace, SkillSoft learning modules, Association for Computing Machinery Learning Center) | 25 - 42.5 |
|  | Live and/or recorded web presentations (CCCConfer, Camtasia) | 10 |
|  | Online quizzes and final exam | 5 |
|  | Group discussion postings on weekly topics | 5 |
|  | Online lab activities (Cisco Packet Tracer simulations, Netlab virtual labs) | 52.5 lab |
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| TOTAL CONTACT HOURS: | | 35 - 52.5 lec, 52.5 lab |

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| **Course Content Delivery - Preparatory or “Outside of Class” Activities (NOT part of contact hours)** |
| For each contact hour, explain how students will be expected to spend preparatory hours outside of class, such as reading, writing, studying, preparing assignments/projects/presentations, and other homework.  Examples can be found at: <http://www.chabotcollege.edu/cool/forms/> |
| **Activity and Description** |
| Reading textbooks (eTexts on Association for Computing Machinery, PDFs provided by EMC), |
| Supplemental reading and skill drills |
| Online practice tests for industry certification exams |
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| **Nature and Frequency of Student-Instructor Interactions** |
| All courses shall include regular effective contact between students and the instructor. How and how frequently will you interact with your students? This should include interactions with the entire class, providing feedback on assignments, and interventions when students are at-risk of dropping or failing due to poor performance or participation. For each type of interaction, describe why you believe it will be effective for this particular course.  Instructors will maintain effective contact through live and recorded online presentations (CCCConfer and/or Camtasia). Students may post questions during the live presentations, on the discussion board, or by email directly to the instructor. |

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| **Nature and Frequency of Student-Student Interactions** |
| Describe opportunities in your course for student-to-student interaction. This may include discussions, group projects, peer review of assignments, and other approaches. Consider how students interact in this course when taught on campus. How can you build a collaborative, student-centered environment in which a community of learners is created?  Students post and respond to other student posts on weekly discussion topics. Courses that utilize the Cisco NetSpace LMS include a global discussion forum with all Cisco Academy students. |

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| **Assessment of Student Learning** |
| What methods of assessments will you use to assess learning in this course?  What strategies do you plan to use to ensure academic integrity in your course?  Weekly progress is monitored through submission of online activitiy assignments, online quizzes, and completion of online lab activities. The final exams are modeled on the corresponding industry certification exam(s) to assess their readiness for the exam. |
| Describe how your assessment plan is consistent with your stated goals in the student benefits and student-student interactions sections of your proposal. How will you provide feedback to students?  Scores for online activities are posted in the Blackboard grade book. To provide an enhanced student expericnce and detailed assessment of discussion forum, we are considering Piazza.com in lieu of the Blackboard discussion forum. |

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| **Technology and Accessibility** | |
| Indicate the technology tools (software, web-based tools, etc.) and the plan for utilization in your course. Most commonly used are listed below; additional tools and information are available on the COOL website. | |
| CMS/LMS (Blackboard) | Consistent "home base" LMS interface for CNT courses |
| Presentations (PowerPoint) | Slide-show and audio/animated (including SCORM-compliant embedded quizzes) |
| Publisher content/websites | Content on Cisco Academy NetSpace, Association for Computing Machinery. |
| Websites/links (Google Docs) | Netacad.com (Cisco Netspace for CCNA and Linux), Education.EMC.com/academicalliance, learning.ACM.org (Association for Computing Machinery), Netlab.ChabotCollege.edu (Netlab virtual lab system) |
| Screen recording (Camtasia, Jing) | Including embedded SCORM-compliant quizzes |
| Audio (Audacity, iTunes) |  |
| Video (YouTube, 3CMedia) | Public videos of related content |
| Web conferencing (CCCConfer) | synchronous online meetings and recordings for asynchronous review |
| Other software (please describe) | Cisco Packet Tracer network simulation |
| **Accessibility/Accommodations for Students with Disabilities**: All materials must be accessible to students with disabilities. During the development of your course, please make sure that videos are closed-captioning or a transcript is provided, audio is accompanied with a transcript, images include alternative/alt tags, detailed visuals include text descriptions, and tables are formatted to include row and column headers. For information and support for ensuring accessibility for your students (including captioning), please contact the Chabot Disabled Students Resource Center (DSRC). | |

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| **Verification of Content and Approval**  **Faculty**: Please enter your name, check the box, and enter today’s date in the appropriate box below. Email your completed proposal to your Division Dean for approval.  **Division** **Dean**: Upon your approval of this proposal, please enter your name, check the box, and enter today’s date in the appropriate box below. Email this proposal to the COOL Co-Chairs.  **Spring 2015 COOL Co-Chairs: Scott Hildreth and Minta Winsor** | |
| **Faculty (Enter Name):** **Wayne Phillips, for Mon Khat and Francis Reyes**  **By entering my name above and checking this box, I verify that this proposal accurately reflects my plans for the proposed course.**  **Date:** **3/14/15** | **Division Dean (Enter Name):** **Wanda Wong**  **By entering my name above and checking this box, I approve this course proposal from the instructor as completed above.**  **Date:** **3/16/2015** |