

Online/Hybrid Course Delivery Proposal

Committee On Online Learning (COOL), Chabot College

PLEASE READ. This proposal was created by submitting the [Online/Hybrid Course Proposal form](#) and responses submitted (which you can edit) are in **blue font**. Any changes you make to this Google document are saved automatically. **Please be sure that any changes made to your proposal are done so using this “live” proposal link/document, as this is what the COOL will use to post feedback.** When you are done making changes, simply close the browser tab and/or browser. You can return to this document at any time using the proposal link sent to your email inbox (Learn more: [Google Docs Getting Started Guide](#)).

Faculty, Course, & Delivery Format Information	
Faculty Name: Jon Palacio Jr.	Course: MUSL 6, Basic Music Skills
Current Faculty Status for Online Teaching/Proposal Approval at Chabot College (Fast Track or New): Fast Track	Units: 3
Date of Initial Proposal Submission: 10/3/2016	Delivery Method: Hybrid (partially taught online and partially taught in-person) (If Hybrid: 25% online)
	First Semester To Be Offered: Spring 2017

Need/Justification/Benefits to Students
How will the online/hybrid delivery of this course meet student needs? Students are required to practice 1 hour a week to develop musical skills. The online component will give students the ability to further develop musical skills using a music software.
Are there learning opportunities made possible in an online or hybrid online course that might not be available in a traditional course? Students can develop better performance habit with the use of play along examples. Also, student will be able to submit quizzes.

Preliminary Research and Input from Colleagues and Administrators
<ul style="list-style-type: none">I have consulted with my Division Dean and discipline colleagues to secure *preliminary* support for offering this course in online/hybrid format.I have reviewed "What Distance Education Instructors Need to Know About Library Services" at http://www.chabotcollege.edu/library/ServicesforDE.asp.

Online/Hybrid Course Delivery Proposal

Committee On Online Learning (COOL), Chabot College

Develop Proposal and Consult with Colleagues
<p>Consult with faculty who are experienced teaching in online/hybrid delivery, and if required, review your completed proposal with subdivision colleagues to secure preliminary support for offering this course in online/hybrid format.</p> <p>Comments, feedback & recommendations provided by colleagues:</p> <p>None</p> <p>Name(s) of faculty with whom you consulted: Tim Harris</p>

Course Content Delivery - Contact Hour or "In-Class" Activities		
<p>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. Explain how the instructional contact hours will be implemented for each week of instruction. Please list and describe each activity as well as the contact hours for each activity (you may not use all fields). More explanation regarding contact hours can be found at http://www.chabotcollege.edu/cool/contacthours/ and examples of proposals submitted by faculty can be viewed at http://www.chabotcollege.edu/cool/proposals/default.asp.</p>		
Delivery Mode	Activity and Description	Contact Hours
online	Assessment. Students will need to put at least 1 hour a week to respond to assigned materials	1 hour per week
online	.	.
online	.	.
online		
online		
in-person	Notation reading and performance	1.5 Hours a week
in-person	Scale building, Scale degree identification, Interval identification. Chord construction.	1.5 Hours a week
TOTAL CONTACT HOURS:		70

Online/Hybrid Course Delivery Proposal

Committee On Online Learning (COOL), Chabot College

Course Content Delivery - Preparatory or "Outside of Class" (Homework) Activities

(Note: These are NOT part of Contact Hours)

Preparing assignments, notation identification.

Nature and Frequency of Student-Instructor Interactions

Describe the nature & frequency of how you will interact with the entire class and individual students, especially in terms of providing feedback on assignments, interventions when students are at risk of dropping or failing.

A lot of skill development will happen in class. Student needs can be addressed during in-class meetings as well practical skill development. Feedback on assignments can be addressed on an in person basis.

Nature and Frequency of Student-Student Interactions

Describe opportunities in your course for student-to-student interaction, such as discussions, group projects, peer review, and how you will build a collaborative, student-centered environment.

Student interaction will happen during in-class meetings.

Assessment of Student Learning & Academic Integrity

List and describe the methods of assessments you will use to assess learning in this course.

Some music demonstration can be assessed with the use of a music software (Smartmusic), all other assessments can be done in person.

Describe the strategies you plan to use to promote academic integrity in your course.

Students must be able to demonstrate in person, assignments that are to be turned in online.

Online/Hybrid Course Delivery Proposal

Committee On Online Learning (COOL), Chabot College

Technology and Accessibility

Indicate the technology tools (software, web-based tools, etc.) you plan to use in your course (Examples provided include: Learning Management System (Blackboard), Presentations (examples: PowerPoint, Camtasia, etc.), Audio/Video (Examples: YouTube, 3CMedia, etc.), Web Conferencing (Example: CCCConfer), and Publisher Content (examples: Pearson, Cengage, etc.)

Publisher Content (examples: Pearson, Cengage, etc.), Smart Music
(<http://www.smartmusic.com/>)

For the technology tools you have listed above, please describe your plan for utilization in your course.

Smart Music is an online software that can have multiple uses to improve musician skill development. Students will have an actual "play along" track as a means to practice; scales, voicings and a way to practice required tunes. The software will have unlimited times to record assigned work and students will have the ability to choose the "take" they see that best represents their work. There are also numerous tools that can help students; ability to slow down tempo, ability to look difficult parts as a way to practice.

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).

I acknowledge and have read the above regarding accessibility/accommodations for students with disabilities.

Record of Approval, Comments, & Feedback

A record of approval, & comments, & feedback will be automatically recorded directly below

Timestamp	10/14/2016 12:57:31 PM
Name	Deonne Kunkel
Division	Arts, Humanities and Social Sciences
Proposal reviewed	MUSL 6 by Jon Palacio Jr.
Approval Selection	I approve this proposal as presented.

Online/Hybrid Course Delivery Proposal

Committee On Online Learning (COOL), Chabot College

Timestamp	11/14/2016 8:43:26 PM
Reviewer Role	COOL Review Team Member
Proposal Reviewed	MUSL 6 by Jon Palacio Jr.

Timestamp	11/29/2016 12:58:52 PM
Reviewer Role	COOL Review Team Member
Proposal Reviewed	MUSL 6 by Jon Palacio Jr.
Recommendations	I just don't see how this qualifies as a hybrid/online class. The hours don't add up, the communication between author and COOL members needs to be clear. I don't see questions from COOL members being answered satisfactorily.
Suggestions	Address the issues. We want to make this work for our faculty!

Timestamp	12/1/2016 7:56:19 PM
Reviewer Role	COOL Review Team Member
Proposal Reviewed	MUSL 6 by Jon Palacio Jr.
Recommendations	I agree with the other comments and don't see how this really qualifies as a hybrid class. It seems like it is an in-person class with some homework (but no real instruction) done online. Please correct me if I am wrong.

Timestamp	12/5/2016 8:53:34 PM
Reviewer Role	COOL Review Team Member
Proposal Reviewed	MUSL 6 by Jon Palacio Jr.
Recommendations	Some of the questions the team had still need answers.

Timestamp	12/20/2016 4:05:57 PM
------------------	-----------------------

Online/Hybrid Course Delivery Proposal

Committee On Online Learning (COOL), Chabot College

Reviewer Role	COOL Chair
Proposal Reviewed	MUSL 6 by Jon Palacio Jr.
Recommendations	<p>It is recommended that the proposal author/faculty member review the questions & comments posted by review team members (in the "Comments" section of the Google Doc), verifying some of the further clarifications posted in by the COOL chair. One concern was regarding the 70 contact hours for a 3 unit class (the standard for a 3 unit class is 54 hours). One clarification provided is that according to the course outline for this course, the total contact hours are indeed 70, which 52.50 lecture and 17.50 lab. Another clarification is that while this course is a hybrid, it is only 25% online. According to state guidelines, if any portion of in-person/in-class instruction is replaced with online instruction, the course must undergo approval; but it is categorized as DE if it is 25% or more online. Therefore, while this course must undergo approval, it will not be categorized as "DE" (although it should still be listed as a hybrid).</p>
Suggestions	<p>Some of the confusion could be prevented by the proposal author/faculty member providing more detailed descriptions of how the 25% online portion will be conducted online. The COOL chair recommends that the faculty member review other proposals at the following links as a reference: http://www.chabotcollege.edu/cool/proposals/201617/default.asp</p>