

# Online/Hybrid Course Delivery Proposal

## Committee On Online Learning (COOL), Chabot College

**PLEASE READ.** This document was created by submitting the [Online/Hybrid Course Proposal form](#). Responses submitted are in [blue font](#). Any changes made here are saved automatically. When done making changes, simply close the browser tab or browser. A COOL Review Team will post feedback by way of the "Comments" tool in the upper-right hand corner. 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: [Dmitriy Kalyagin](#)

Current Faculty Status for Online Teaching/Proposal Approval at Chabot College (Fast Track or New): [Fast Track](#)

Date of Initial Proposal Submission: [2/15/2018](#)

Course: [BUS 1B, Managerial Accounting](#)

Units: [4](#)

Contact Hours: [70](#)

Delivery Method: [Fully \(100%\) Online](#)  
(If Hybrid: [online](#))

First Semester To Be Offered: [Fall 2018](#)

### Need/Justification/Benefits to Students

What learning opportunities might be made possible by offering THIS particular course in online or hybrid delivery format?

The course is a transfer-level and has been taught by our department online for over ten years. It has been very successful in delivering the content online (2016-17 had an 82% success rate for the online sections of the class). I want to continue this success story. I have been teaching the prerequisite to this class BUS-1A Financial Accounting on campus, online, and as a hybrid. Many of the students want to follow with the same instructor for the next level course.

Also, offering the class online improves student access and flexibility. It allows nontraditional students (working adults, those reviewing the content, preparing for CPA exams, preparing for MBA programs, etc) to take this core major class in a flexible and accessible manner.

### Develop Proposal and Consult with Colleagues

Comments, feedback & recommendations provided by colleagues (NOTE: If the faculty you consulted did not provide any feedback or recommendations, please note that below):

It was recommended to submit the proposal. this will allow the department to have a flexibility of more instructors being able to teach the class online. This class is offered only (6-7 sections per year) in all semesters, including summer.

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(REQUIRED) Name(s) of faculty with whom you consulted: [Business department: Wanda Wong.](#)

## Course Content Delivery - Contact Hour or "In-Class" Activities

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>.

Delivery Mode	Activity and Description	Contact Hours
online	<a href="#">Participation in graded and ungraded weekly discussion boards.</a>	1 hr per week
online	<a href="#">Completing practice assignments</a>	1 hour per week
online	<a href="#">Taking assessments (quizzes and tests)</a>	1 hr per week.
online	<a href="#">Online instruction</a>	1 hr per week
online		
online lab		
in-person		
in-person		
In-person lab		
<b>TOTAL CONTACT HOURS:</b> (Total Contact Hours According to the Course Outline: 70)		4 per week or 70 per semester

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

(Note: These are NOT part of Contact Hours)

[Watching videos, participating in Interactive Presentations, reviewing PowerPoint presentations, completing homework and reading SmartBook with graded learning activities through the publisher's homework management system \(Connect\).](#)

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## 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.

Students will have an option of attending an orientation in the beginning of the semester, as well as 2-3 optional on campus classes for the hardest topics. The instructor will comment on students posts in discussion boards. Provide feedback on discussions, quizzes, and tests via Canvas. The instructor will email struggling students, those who did not log in during the week, or those who fall into F, D, or lower C range offering to develop a specific plan of action to improve + come to the instructor's office hours + use tutoring .

## 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.

Students will be required to reply to at least three of their peers' comments every week. The instructor will encourage forming of study groups. The instructor will award extra credit to those students who answer various questions from fellow students about homework.

## Assessment of Student Learning & Academic Integrity

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

Graded discussion boards (using a rubric); weekly graded homework assignments with built-in feedback; weekly SmartBook reading with customized learning assignments; chapter quizzes; two-part tests for every three chapters (multiple choices + problems).

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

Quizzes and tests will be created using pools of over 150 questions per chapter (to create 20-25 question per student). All exercises/problems for homework will be algorithmic and randomized. Students will not be able to copy/paste or print quizzes or tests.

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## 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.)

Learning Management System (example: Canvas), Presentations (examples: PowerPoint, Camtasia, etc.), Audio/Video (examples: YouTube, 3CMedia, etc.), Publisher Content (examples: Pearson, Cengage, etc.)

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

**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

2017-2018 COOL Chairs: Aldrian Estepa and Ryan Scherbart  
COOL Website: <http://www.chabotcollege.edu/cool/>

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<b>Timestamp</b>	3/5/2018 9:37:46 AM
<b>Name</b>	Kristin Lima
<b>Division</b>	Academic Pathways and Student Success
<b>Proposal Reviewed</b>	BUS 1B by Dmitriy Kalyagin (Online)
<b>Approval Selection</b>	I approve this proposal as presented.
<b>Comments (optional)</b>	