**CURRICULUM COMMITTEE  
REQUEST FOR APPROVAL OF A COURSE VIA DISTANCE LEARNING**

ENGL 105 Grammar and Punctuation 2.00

Course ID# Course Title Units

Requested mode of delivery

\_\_\_\_\_ Live Interactive TV (2-way) \_\_\_\_\_ TV/Video (1-way) \_\_X\_\_ 100% Internet-based

\_\_\_\_\_ Other \_\_\_\_\_ Hybrid \_\_\_\_\_ Internet with 0%-99% on-campus meetings

Semester/Year: Fall 2014

1. \_\_\_\_\_ Course has received prior approval in a different distance learning mode

2. The reason(s) that this course is being considered for distance learning is/are:

\_\_X\_\_ To reach students in remote areas whose attendance at a regular District site is inconvenient.

\_\_X\_\_ To provide a specialty course for students at one or more sites where there is not a sufficient pool of students to warrant traditional classroom instruction.

\_\_X\_\_ To recruit and support students who would not otherwise have initial access to the District.

\_\_\_\_\_ To serve the community and business institutions by providing work-site courses for public agencies and private companies whose employees require special training.

It is understood that:

* The course listed above will follow an existing RC course outline.
* The distance learning mode of delivery will not adversely affect the enrollments on campus.
* Instructor is aware the course must be in compliance with requirements regarding EIT (Electronic and Information Technology) pursuant to Section 508 of the Rehabilitation Act and provisions of California Government Code Section 11135.

3. What adjustments to the ways in which the course is delivered or presented to students will be necessary in order to offer it in the distance learning mode? (Add a second sheet if necessary to outline units in the course.)

Faculty will use Blackboard features to deliver content and utilize closed captioning as needed.

4. What provisions will you make for regular effective contact between instructors and students?

\_\_X\_\_ Announcements/Bulletin Boards

\_\_X\_\_ Discussion Board/Chat Rooms

\_\_X\_\_ Email Communication/Correspondence

\_\_X\_\_ Schedule Face-to-face meetings, such as orientation, classes, field trips or workshops

\_\_\_\_\_ Face-to-face examinations

\_\_X\_\_ Voice mail/Telephone contact

\_\_X\_\_ Individualized instructor feedback

\_\_\_\_\_ Other(explain)

5. What other pertinent information should be shared with the committee?