

Course Instructional Modality

(Supersedes AA 2007-01)

- 1.0** The purpose of this policy is to establish appropriate definitions and designations for all CSU Dominguez Hills courses.
- 2.0** All courses will be identified as belonging to one of three distinct instructional modalities:
 - 2.1 Face-to-Face Course:** A course that depends on face-to-face contact such as: lecture, discussion, demonstration, laboratory, activity, and direct exchange of materials as the primary method of communication and instruction, and in which more than two thirds of instructional meetings are face-to-face. While course materials, instructor notes, and student assignments may be provided online as reference, instruction is in-class and during assigned class time.
 - 2.2 Hybrid Course:** A course that integrates online with face-to-face contact, and in which one third (1/3) to two thirds (2/3) of face-to-face time is replaced by online instructional activities.
 - 2.3 Distance Course:** A course that depends on academic technology as the primary method of communication and instruction, and in which less than one third (1/3) of instructional meetings are face-to-face.
- 3.0** For existing courses additional modalities must be reviewed and approved using the normal curriculum processes of the University. Proposal of a new course must specify the modality/modalities by which it will be offered. Course modality must be chosen, and courses constructed, in a planned, pedagogically viable manner.
- 4.0** The departments and colleges shall govern scheduling decisions related to the instructional modality of course sections.
- 5.0** With the approval of the department, an existing course may be offered experimentally for a maximum of two semesters using a new instructional modality.
- 6.0** For the purposes of scheduling and communication with students, Hybrid and Distance courses will be coded according to whether instruction is synchronous and whether campus meetings are required:
 - 6.1 Hybrid Course Codes**
 - 6.1.1 Asynchronous Hybrid:** Face-to-face meetings combined with asynchronous instructional course segments.
 - 6.1.2 Synchronous Hybrid:** Face-to-face meetings combined with synchronous instructional course segments or a combination of synchronous and asynchronous instructional course segments.

6.2 Distance Course Codes

6.2.1 Asynchronous distance course, no campus meeting (Completely Online): Teacher-student learning and interactions happen in different locations and at different times. Instructions is not delivered in person or in real time.

6.2.2 Synchronous distance course, no campus meeting: The teacher-student learning and interactions happen in different locations but at the same time.

6.2.3 Asynchronous distance course with limited in-person instructional meetings: The majority of instruction is asynchronous but specific activities (i.e., orientation, instruction, and/or assessment) require students to attend in-person meetings, Specific in-person instructional meetings are limited to less than one third (1/3) of the instructional meetings.

6.2.4 Synchronous distance course with limited in-person instructional meetings: The majority of instruction is synchronous but specific activities (i.e., orientation, instruction, and/or assessment) require students to attend in-person meetings. Specific in-person instructional meetings are limited to less than one third (1/3) of the instructional meetings.

7.0 All syllabi must reflect the instructional modality to be used, whether instruction is synchronous or asynchronous, and whether in-person meetings are required.

8.0 The instructional modality, hybrid and distance codes, and technological requirements for each course shall be published in the Class schedule and in all online updates of the schedule.

Approved: Dr. Michael E. Spagna, Provost and Vice President for Academic Affairs

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