



# Academic Senate for College of the Canyons

## STANDING POLICY

### HyFlex Modality

“HyFlex” instructional delivery has been prevalent in the California State University (CSU) system for many years. Subsequently, some California community colleges embraced the use of HyFlex. College of the Canyons has utilized HyFlex instruction for nearly ten years. The Covid-19 pandemic has resulted in an accelerated use and consideration of HyFlex to meet the instructional challenges the pandemic has wrought. Consequently, it is incumbent upon the Academic Senate to herein establish a formal definition of HyFlex to ensure effective student learning and to uphold regulatory and professional academic standards.

In collaboration with the offices of Instruction, Online Education and the Educational Technology Committee, the Academic Senate hereby establishes the following:

A. HyFlex is defined collectively by the following criteria:

1. HyFlex is a modality that allows students to choose how they participate in a course, as designed by the instructor. HyFlex is a modality that utilizes remote synchronous technology, face to face (InPERSON) instructional delivery, and supplemented by a learning management system.
2. HyFlex requires the instructor to provide regular, weekly instruction on a physical campus, in a classroom that can accommodate the entire capacity of enrollment. Instructors will hold class on campus for all contact hours, while students may choose to attend face to face (InPERSON) or utilizing remote synchronous technology.
3. District approved synchronous platforms must be used to enable any student enrolled in the course to attend class synchronously from outside the physical class meeting room. District approved learning management system(s) must be utilized to enable synchronous remote platforms and to verify regular and substantive student contact.
4. The synchronous video and audio transmission of instruction must be achieved using particular camera and equipment technology. The nature of this equipment should provide an equitable learning experience to students in both the online and physical classroom environments. The District will provide all required, designated HyFlex equipment for every classroom identified as a HyFlex classroom.
5. HyFlex contact hours must be maintained and may not be replaced by asynchronous instruction.

B. HyFLEX Certification Requirements

1. *Section 55200 of Title 5 of the California Code of Regulations (CCR)* defines distance education as, “instruction in which the instructor and student are separated by time and/or distance and interact through the assistance of technology.” Accordingly, HyFlex demands some form of distance education training to be completed in order for a faculty member to qualify as a HyFLEX instructor.

To satisfy this regulatory requirement, instructors must successfully complete the following training:

- a. Canvas Certification and Accessibility Training
- b. OnlineLIVE Certification Training

The Office of Online Education should accept, upon review and determination, any equivalent training completed by an instructor.

2. Instructors must also complete a brief technological training session in order to properly utilize and manage the required HyFlex video and audio equipment. Such training should also include a pedagogical emphasis to ensure use of the technology is maximized to the fullest instructional benefit of student learning and the physical and remote classroom environments.

#### C. Certification Deadline

HyFlex certification requirements should be enforced beginning fall 2022.

#### D. Policy Rationale

At present, there is no formal definition of the HyFlex instructional modality found in California law or regulation. There exist only customary understandings. The Academic Senate for California Community Colleges recently resolved to collaborate with the California Community Colleges Chancellor's Office to consider proposing a revision to Title 5 of the California Code of Regulations to formally define "HyFlex" instructional delivery. Any possible outcomes resulting from that collaboration could take a protracted amount of time. In the interim, it is the intent of this local COC HyFlex policy to take a conservative approach to its definition, as well as its implementation. A wide spread roll out of a broad HyFlex definition would risk a necessity for subsequent revision to countless hours of individual instructional preparation, if a fundamentally different statewide standard is eventually adopted. HyFlex is not being discouraged. However, the Office of Instruction should be judicious in its approval of requests for HyFlex sections to ensure proper and effective instructional planning.