

COLLEGE OF THE CANYONS

EMERGENCY TEMPORARY DISTANCE EDUCATION

BLANKET ADDENDUM

As COVID-19 continues to spread within the United States, educational institutions have a duty to protect their students, staff, and communities. The U.S. Department of Education, the California Community College Chancellor's Office, and the Accrediting Commission for Community and Junior Colleges have provided guidance for how districts can continue to serve students while minimizing community transmission of this virus. With this guidance and steering from a team of faculty, staff, and administrators, the following instructional plan has been developed and will be implemented in the event of a "closure" of any kind:

- Current **Online** (100%) courses will continue with no changes to instruction.
- Current **Hybrid** courses will migrate to Online (100%) for the duration of the closure. If the hybrid course includes "laboratory" hours, see below.
- Current **Face-to-Face (F2F)** courses will be allowed to use CANVAS, Zoom, and/or other software products and digital platforms to deliver content and evaluate student learning. Faculty are encouraged to work with their colleagues and the **Online Education** staff to develop ways to deliver content in an **accessible** format for students. This may include, but is not limited to: having students Zoom into lectures given in an empty classroom (modified closure); posting lecture materials and assessments in Canvas, holding synchronous chat sessions with students, providing materials via email, etc.
- Current **laboratory** classes, which require instructor supervision of skills, are difficult to reproduce online or remotely. Faculty in disciplines with laboratory courses are encouraged to collaborate and consider alternative modalities for this instruction. The Chancellor's Office has granted us flexibility in achieving the required hours of instruction as long as the modalities we employ serve to meet the learning objectives in the Course Outline of Record (COR).
- Faculty should attempt to accommodate students as they adjust to whatever modalities are employed. Emphasis should be placed on teaching and learning, and less on adherence to a certain modality. As this crisis is fluid and changing daily, faculty should demonstrate a willingness to be flexible and adapt as things evolve.
- This temporary addendum shall be in effect until the end of the Spring 2020 term.