

# **New Adjunct Faculty Orientation to Online Education at College of the Canyons**

**Online Education Department**  
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# Learning Outcome

By the end of this presentation, you will be able to explain the different class Distance Education (DE) formats at College of the Canyons.



# Distance Education Programs offered at College of the Canyons



- Online Classes
- Hybrid Classes
- OnlineLIVE Classes
- HyFlex Classes
- Web-Enhanced Classes (formally, not DE)

# Online Classes

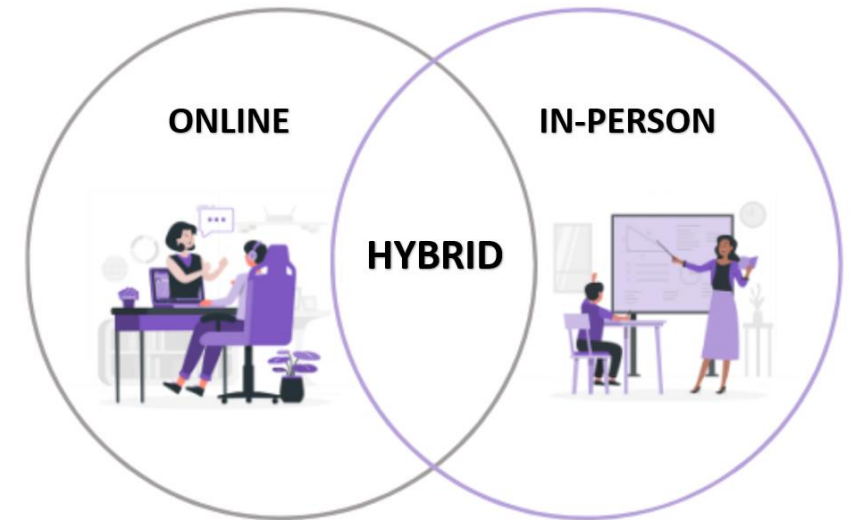
- Students enrolled in an **online** class are able to complete all coursework and activities online without needing to physically attend a class (in-person or via Zoom)
- Instructors of online classes utilize the Canvas LMS and online tools to combine course design strategies and online pedagogy to support learners.
- Instructors initiate regular and substantive interaction with students.



College of the Canyons  
Instructors must be  
'Online & Hybrid  
Instructor Certified' to  
teach an **online** course.

# Hybrid Classes

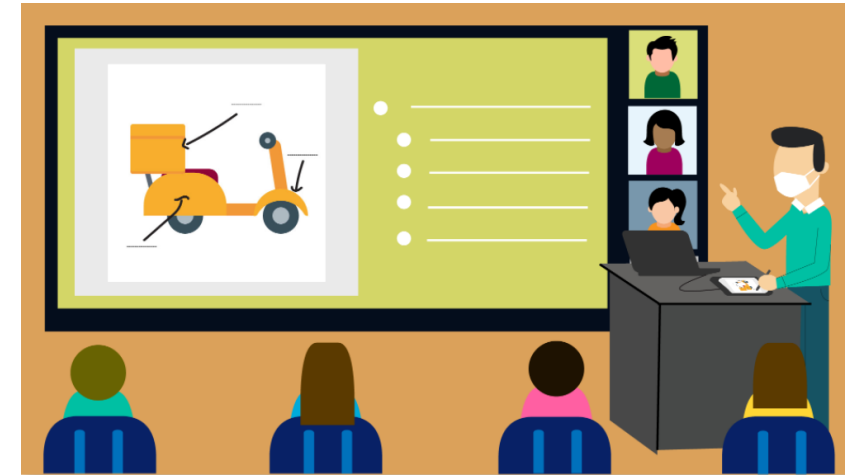
- In a **hybrid** class, instructional time is conducted partially online and partially in-person.
- Hybrid classes combine the learning formats of online and on-campus classes. Hybrid classes have defined on-campus meetings as well as coursework to be completed independently online.
- Instructors initiate regular and substantive interaction with students.



College of the Canyons  
Instructors must be  
'Online & Hybrid  
Instructor Certified' to  
teach a **hybrid** course.

# HyFlex Classes

- In a **HyFlex** class, instructional time is conducted in a physical classroom, which students are able to join either in-person or via Zoom.
- Instructors provide regular, weekly instruction on a physical campus in a classroom that can accommodate the entire capacity of enrollment. Students may choose to attend each class either in-person or via remote synchronous technology.



College of the Canyons  
Instructors must be  
'HyFlex Certified' to  
teach a **HyFlex** course.

# OnlineLIVE Classes

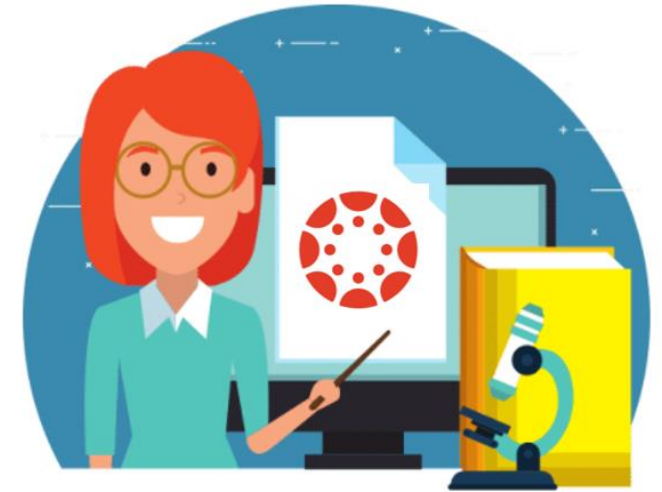
- **OnlineLIVE** is a distance education modality in which students and the instructor meet synchronously online (via Zoom) during scheduled class times.
- Students enrolled in an OnlineLIVE class are able to complete all coursework and activities online without needing to physically attend a class.
- Instructors initiate regular and substantive interaction with students



College of the Canyons  
Instructors must be  
'OnlineLIVE Certified' to  
teach an **OnlineLIVE** course.

# Web-Enhanced Classes

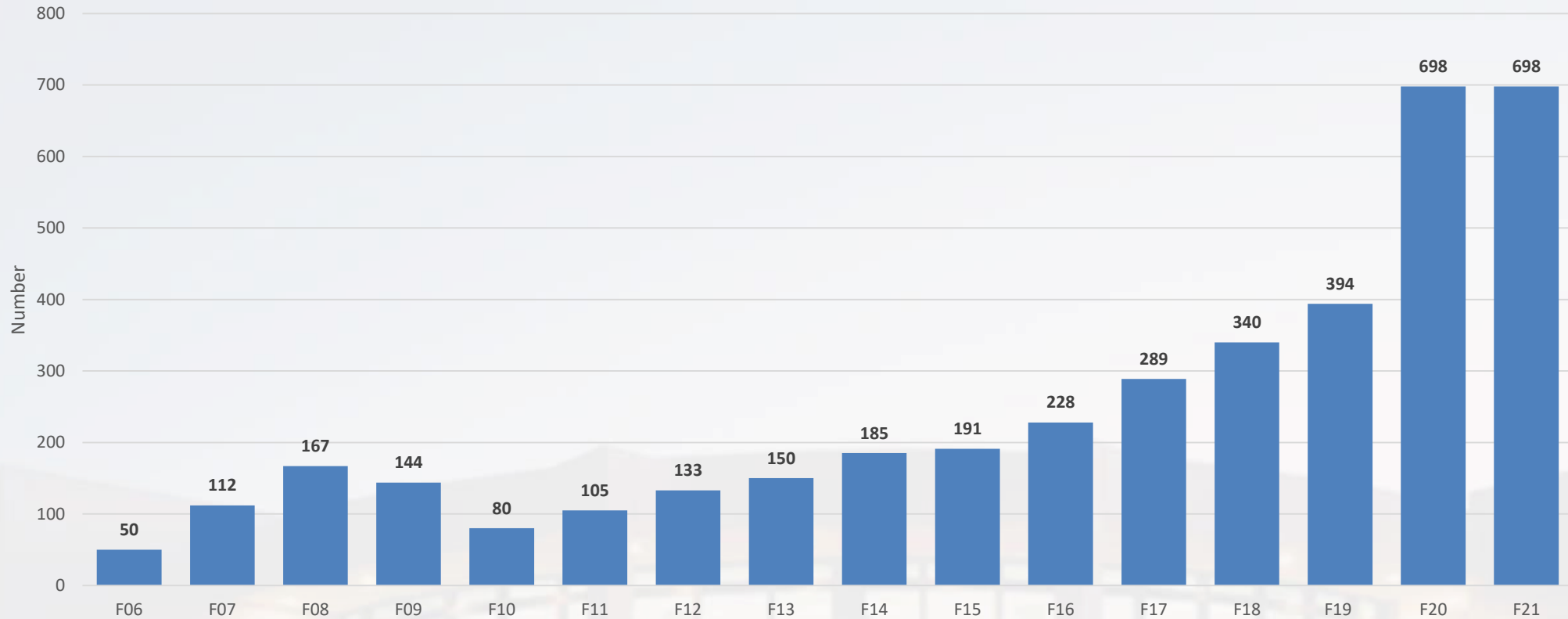
**Web-Enhanced** classes are those in which an instructor teaching a face-to-face course utilizes the Canvas LMS to provide students with online course materials, textbooks, and/or resources to communicate with students.



College of the Canyons  
Instructors must be  
'Canvas Certified' to  
**web enhance** a face-to-  
face class.

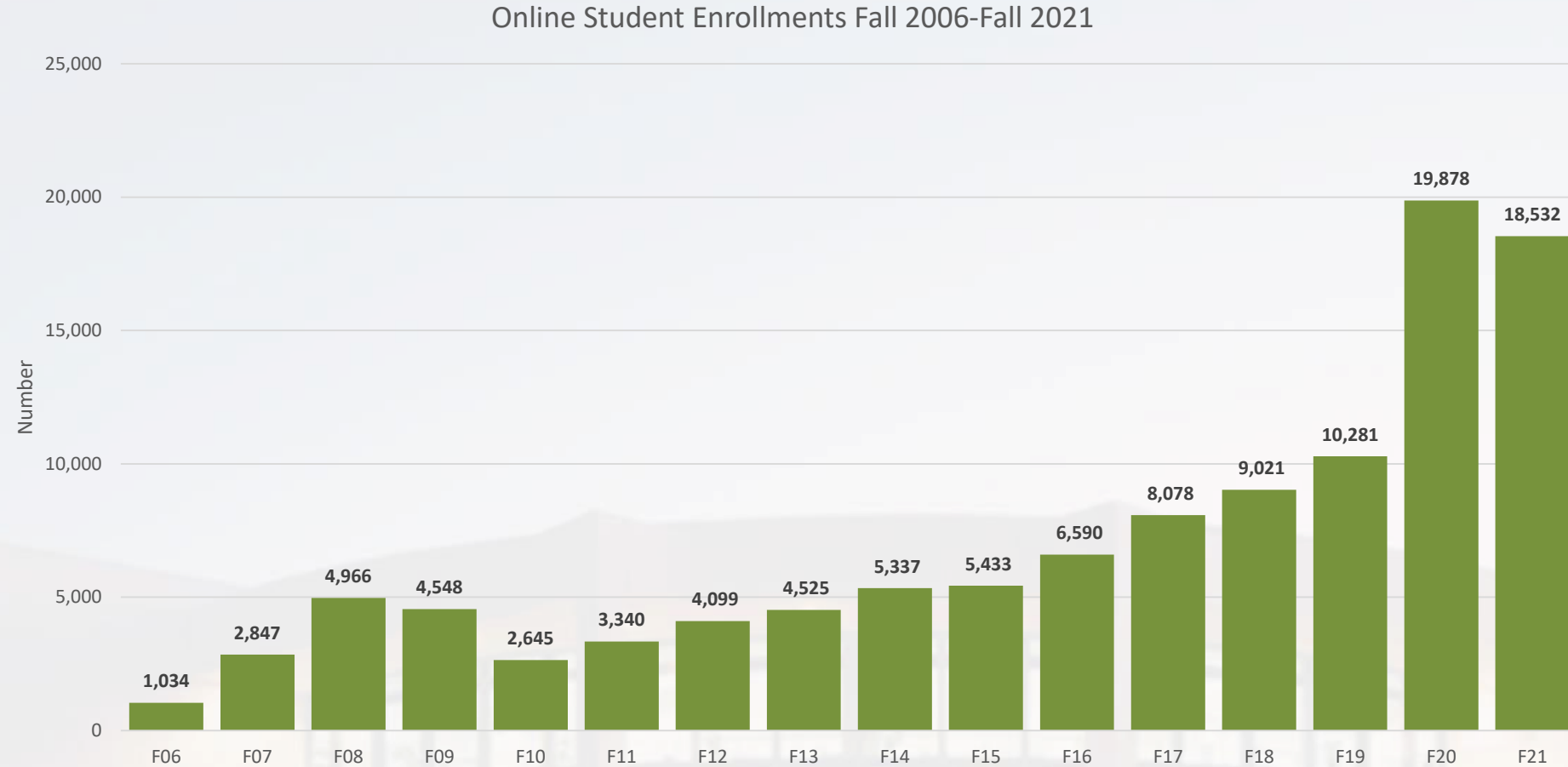
# Online Growth Trends at COC

Online Sections Fall 2006-Fall 2021



- 100% Online sections represented 3% of all sections in Fall 2006 and grew to represent 39% of all sections in Fall 2021
- Online and Hybrid sections represented 51% of sections in Fall 2021

# Online Enrollment Trends at COC

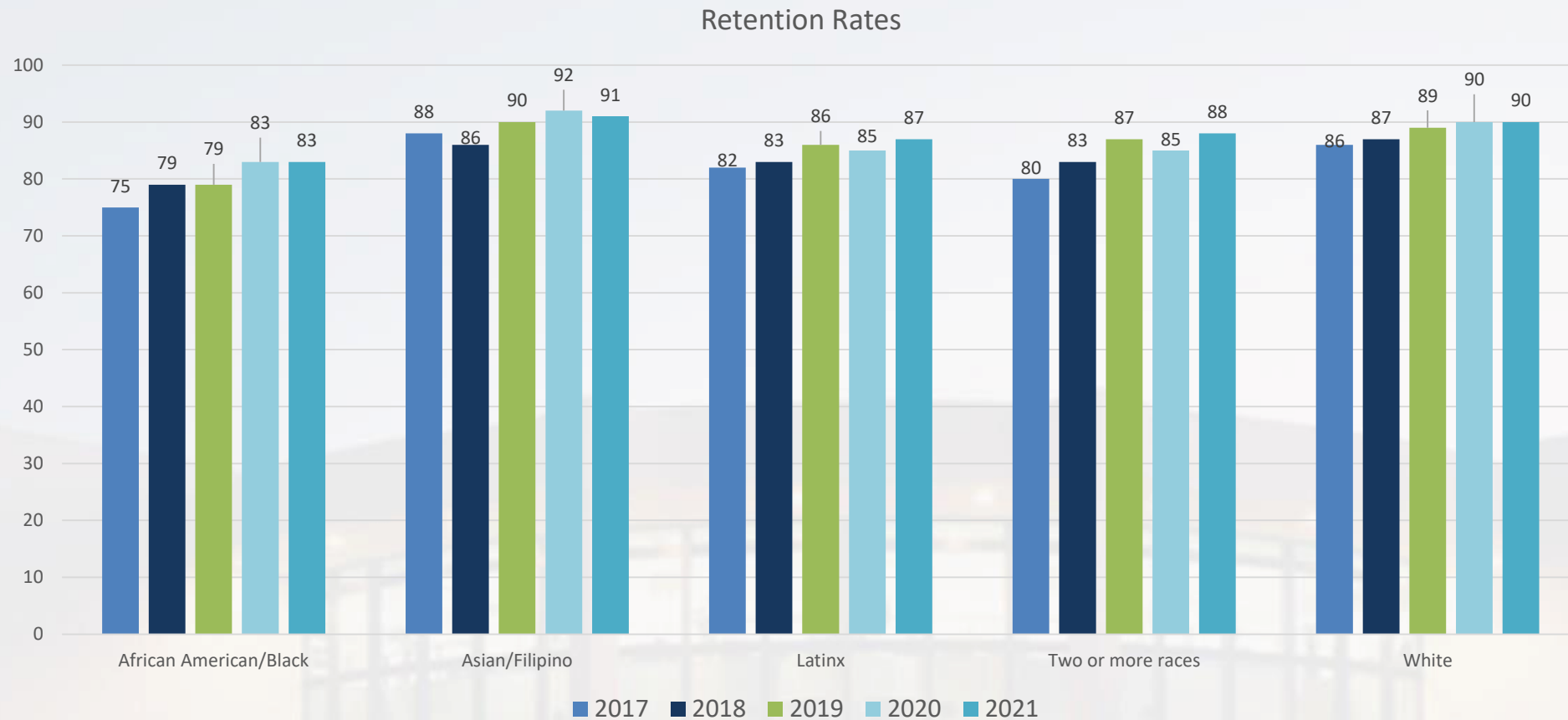


Growth in Student Enrollments (duplicated)

# Online Student Success Rates at COC - Disaggregated



# Online Student Retention Rates at COC - Disaggregated



# DE Instructor Certifications

Prior to teaching online, hybrid, OnlineLIVE, or web-enhancing with Canvas, College of the Canyons instructors must complete training specific to the teaching format.

- **Canvas Certification**

- Required to web-enhance a face-to-face course with Canvas
- Complete Intro to Teaching with Canvas self-paced, 5 hour course with Section 508 Accessibility component.

- **OnlineLIVE Instructor Certification**

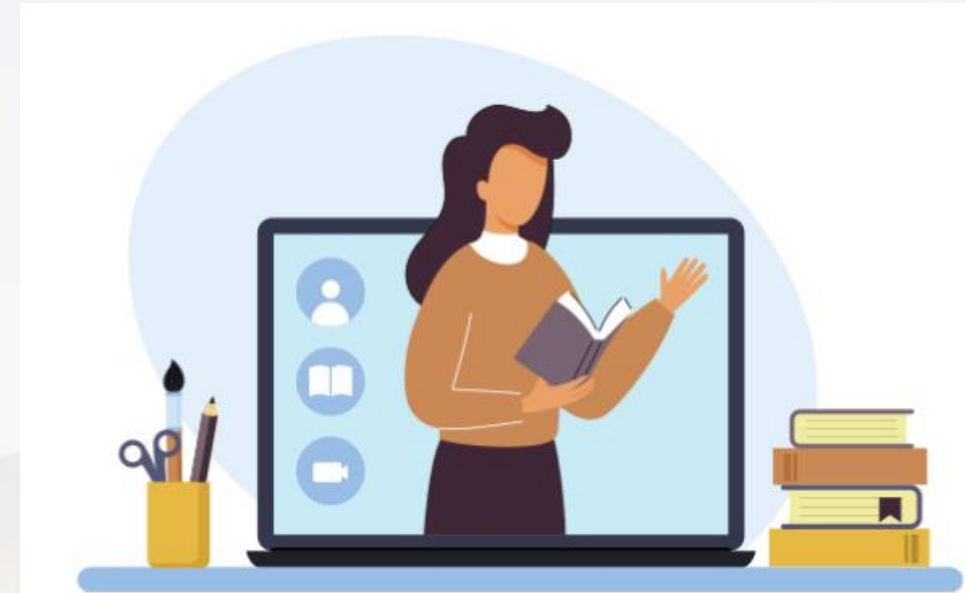
- Required to teach OnlineLIVE courses
- Complete Intro to Teaching with Canvas, plus Online, 2-week, 9 hour, Intro to OnlineLIVE Teaching & Learning course

- **HyFlex Instructor Certification**

- Required to teach HyFlex courses
- Complete Intro to Teaching with Canvas, plus Online, 2-week, 9 hour, Intro to OnlineLIVE Teaching & Learning course, and HyFlex Tech Training

- **Online/Hybrid Instructor Certification**

- Required to teach Online and Hybrid courses
- Complete Intro to Teaching with Canvas, plus Online, 5-week, 36 hour, Introduction to Online Instruction (IOI) course
- Renew every 3 years with 2-hour self-paced 'refresher' course.



Visit [www.canyons.edu/teachonline](https://www.canyons.edu/teachonline) for more information on these trainings and how to enroll.

# The Benefits of Online Learning to Our Students and Community

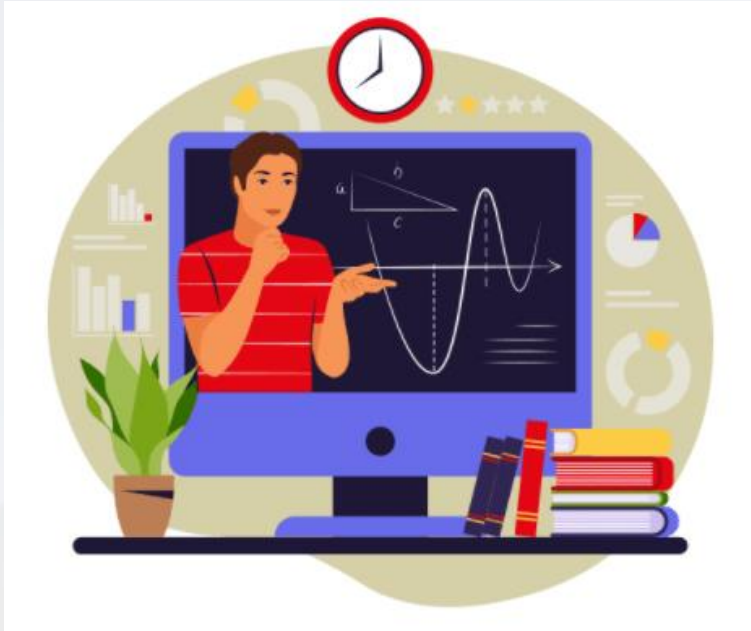
## Convenience and flexibility



- **Flexible schedule/ease of access:** Students can access the course at any time, so they can continue to fulfill work, family and other commitments!
- **Control of study time:** Unlike more static, face-to-face meeting formats, students can choose how long to devote to coursework in a single sitting.

# Benefits of Online Learning (continued)

## Student enrichment



- **Time to absorb material:** Due to the more flexible schedule of online classes, students can take more time to review or revisit presented material, etc.
- **Online communication:** Some students may be more inclined to approach an instructor in an online setting rather than speaking in front of classmates.
- **Interaction Opportunities:** Some students may feel more comfortable interacting in the online space than they would in a face-to-face class. Students may have more time to think about a response, which can increase interaction as well.

# Benefits of Online Learning (continued)



## Cost-effectiveness

- Transportation costs
- Child care
- Parking passes
- Open Educational Resources (including textbooks)

# Online Education Services and Support

- Instructional design
- Orientation letters
- Online/OnlineLIVE/HyFlex Instructor Certification
- Course templates
- Accessibility and course design guides
- Open Educational Resources (OER) for Zero Textbook Cost (ZTC)
- Workshops
  - Canvas Open Labs
  - One-on-one online instruction & Canvas support
  - Online course design
  - Student engagement strategies
  - Canvas training (for online or face-to-face instructors)

Visit [www.canyons.edu/facultysupport](http://www.canyons.edu/facultysupport) for more information

# Instructor Orientation Letters

- When students browse the schedule of classes or register for a Distance Learning course, they are directed read their Instructor's Orientation Letter.
- Instructors teaching Distance Education classes must have an orientation letter posted on the Online Education's Orientation Letter Form prior to the start of the term, for each course they teach.



## How to Post a New Letter:

1. Visit your [My Orientation Letter Portal](#) (in MyCanyons - Log-in with your CanyonsID).
2. Click on the 'Orientation Letter Submission Form'.
3. Fill out the fields on the Orientation Letter form. Then click 'Save'.

## How to Edit an Existing Letter

1. Visit your [My Orientation Letter Portal](#) (Log-in using your CanyonsID).
2. Click on the letter's **Edit Link** to open your letter.
3. Make your changes, then click **Save**.

To learn more, please visit [Online Education's Instructor Guide to Orientation Letters](#).



Orientation Letters help students to understand course requirements, plan their schedules around any mandatory class sessions, and anticipate time commitments and technology needed in your course.

# Questions?

Contact us at [online@canyons.edu](mailto:online@canyons.edu)

And visit our website:

[www.canyons.edu/online](http://www.canyons.edu/online)